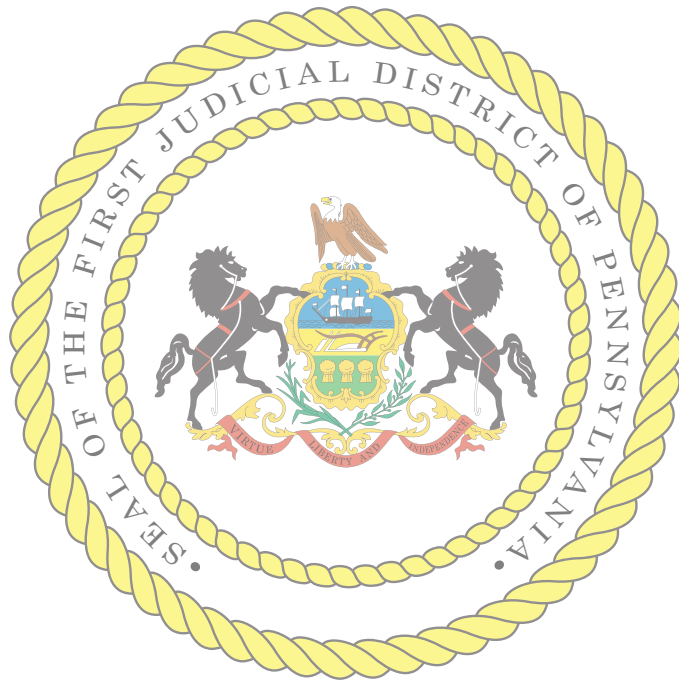


*2016  
Annual  
Report*



**The  
First Judicial District  
of Pennsylvania**

The Philadelphia Courts







*2016 Annual Report*  
**The First Judicial District  
of Pennsylvania**  
The Philadelphia Courts

## ■ ACKNOWLEDGMENTS



*The following individuals are recognized for their vital and timely assistance in the successful publication of this report:*

**Honorable Sheila Woods-Skipper**

President Judge, Court of Common Pleas – Chair,  
Administrative Governing Board

**Honorable Marsha H. Neifield**

President Judge, Municipal Court

**Honorable Jacqueline F. Allen**

Administrative Judge, Trial Division

**Honorable Margaret T. Murphy**

Administrative Judge, Family Division

**Honorable Matthew D. Carrafiello**

Administrative Judge, Orphans' Court Division

**Honorable Gary S. Glazer**

Administrative Judge, Traffic Division

**Joseph H. Evers**

District Court Administrator,  
First Judicial District of Pennsylvania

*We would also like to recognize the First Judicial District's Deputy Court Administrators and their respective staff members, as well as the Judicial Education Committee, for their contributions to this report.*

**Gabriel B. Roberts**

Director of Communications  
*Editor*

**Anthony Leonardo**

Associate Editor, Art Director,  
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Director, Court Tech Unit  
*Photographer*

*Cover Photo by Anthony Leonardo*





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**The Hon. Sheila Woods-Skipper**  
*President Judge, Court of Common Pleas  
Chair of the Administrative  
Governing Board*



**The Hon. Marsha H. Neifield**  
*President Judge,  
Municipal Court*



**Joseph H. Evers**  
*First Judicial District Court Admin-  
istrator*

## MESSAGE FROM THE PRESIDENT JUDGES AND FIRST JUDICIAL DISTRICT COURT ADMINISTRATOR

**2**016 provided more opportunities for the Judges and employees of the First Judicial District of Pennsylvania (FJD) to reaffirm our commitment to public service, excellence, and achieving our mission of adjudicating cases according to their jurisdiction, and ensuring fair, timely, and accessible justice to the citizens and litigants of Philadelphia. So it is with great pride, and respect for those we serve, that we present the Philadelphia Courts' 2016 Annual Report.

The Philadelphia Court System enables every litigant to receive their day in court - whether through innovative specialty courts and progressive diversion programs; convenient online court access; multifaceted re-entry programs; or by implementing best practices in family and youth services. These proactive initiatives, coupled with our steadfast judicial commitment and productivity, enable the Court to meet numerous societal needs while positioning ourselves to take on future challenges as we continue our quest for excellence.

In the pages that follow, each division of our Court System has outlined achievements and projects undertaken in furtherance of the Court's collective mission. However, there have been many court-wide initiatives that would not have been possible without the entire District pulling together to effectuate success, and identify new objectives. To that end, we'd also like to take a moment to note some of the interdivisional and cross court successes in the ensuing Highlights of the Year section.

From the opening of Pennsylvania's first Elder Justice Resource Center to the continued work of the FJD, along with our city's justice partners, to safely reduce Philadelphia's local jail population via the MacArthur Safety and Justice Challenge Grant, the various divisions of our court continue to pull together to ensure that justice will continue to thrive in our city.

Beyond 2016, the FJD will continue to implement proactive measures to ensure a responsible approach to the issues which affect our courts, while fostering an unwavering public trust in our judiciary. We hope this report proves of value to those interested in learning more about our courts, and to the City of Philadelphia writ large.

**Sheila Woods-Skipper,**  
President Judge, Court of Common Pleas, Chair, Administrative Governing Board

**Marsh H. Neifield,**  
President Judge, Philadelphia Municipal Court

**Joseph H. Evers,**  
First Judicial District Court Administrator



## Martin Luther King Jr. Day of Service

On a frigid January Monday, over fifty FJD employees and family members - equipped with little more than paint brushes, rollers and initiative - took to the hallways, cafeteria, and auditorium of John Bartram High School in order to put Dr. Martin Luther King's vision of service into action. In addition to repainting the school's main hallway and auditorium, the City of Philadelphia Mural Arts Program, with the help of students, school faculty and some of the FJD's own, created a sprawling original mural to be prominently displayed in the school's main corridor and enjoyed by the young scholars.



## Bartram High School Mural Unveiling

Philadelphia, a city renowned for its landscape murals, revealed one of the latest additions to a vast collection. Joined by



local community leaders, members of the First Judicial District, alumni, and faculty, Bartram students celebrated the talents of a community as they unveiled a massive mural which stretched the length of the school's main hallway, during a public ceremony. The mural, designed by local artist Willis Humphrey, showcased famous alumni of the high school, as well as a contemporary interpretation of urban Philadelphia. Perhaps most importantly, it serves as a testament to the pride and commitment to their learning environment shared by the students of Bartram. The project was conceived as part of the FJD's MLK Day of Service, in conjunction with the School District of Philadelphia and the Philadelphia Mural Arts Program.

## St. Philip Neri School Visits the Stout Center

Offered the opportunity to view the inner workings of one of the largest local court systems in the country, 8th grade students



from St. Philip Neri School took in the sights, sounds, and life lessons of Philadelphia's Stout Center for Criminal Justice. The students began the morning by hearing from members of the District Attorney's Office, including attorney Carlos

Vega who detailed his journey from young man to prosecutor, while offering his perspective on the importance of education and community as it relates to the development of young people from all walks of life.





## FJD, Justice Partners Awarded Safety and Justice Challenge Grant from MacArthur Foundation

■ City criminal justice partners announced the receipt of the MacArthur Safety and Justice Challenge Grant. The grant will provide fiscal support for Philadelphia's efforts to reduce its incarcerated population by 34 percent over a three year period. As part of the MacArthur Foundation Safety and Justice Challenge, Philadelphia has developed a comprehensive reform plan that aims to safely reduce the city's jail population. The plan was developed through a collaborative, data-



driven process and directly addresses the main drivers of Philadelphia's jail population.



## FJD Runs Broad Street

■ May 1st, 2016 was a cold and rainy day, but that didn't stop the FJD's finest athletes from taking off down Broad Street. Equipped with little more than sneakers, bibs, and ponchos, our runners braved the elements and displayed true determination. Congratulations on a wonderful race, and for showing your grit and dedication to a wonderful cause!!

## FJD Hosts Future Leaders of Cameroon

■ Spanning the months of March and April, a delegation of ten students from the Republic of Cameroon's National School of Administration and Magistracy (ENAM) visited various FJD sites in order to learn about Philadelphia's court system. These ten student-delegates have already been touted as the future leaders of their country and bring a unique perspective to what was a diverse exchange of ideas. Often referred to as "Africa in miniature" for its geological and cultural diversity, the West African nation of Cameroon is home to more than 22 million people. The National School of Administration and Magistracy (ENAM) was created in 1964 in order to provide training and education to state personnel



and carry out applied research in fields that contribute to the development of government services and the judiciary system.



## FJD Hosts “Gold E. Locks” Trials to Commemorate Law Day

■ To celebrate Law Day, and in commemoration of Law Week, FJD judges presided over the “Trials of Gold E. Locks” event, where second-grade students from across the city gathered in the Justice



McDermott Ceremonial Courtroom located in City Hall to act as jurors in cases such as *Commonwealth v. B.B. Wolf*, *Commonwealth v. Jack Farmer*, and, *Commonwealth v. Gold E. Locks*. The event aimed to promote the importance of civic duty, and provide a creative educational opportunity to inform kids about how our justice system works. Approximately 300 students from Springside Chestnut Hill Academy, Greenfield Elementary, Russell Byers Charter School, Immaculate Heart of Mary, and Chester A. Arthur Elementary School took part in determining the guilt or innocence of fairy tale characters from yesteryear, while volunteer attorneys from local law firms provided opening statements, direct and cross-examinations, and closing arguments.

## FJD Partners with Big Brothers, Big Sisters in Mentoring Program

■ Affectionately referred to as “Bigs”, FJD judges and employees who participated in the Beyond School Walls mentoring program, via Big Brothers Big Sisters of America, helped to expand the perspectives of students from Ben Franklin High School by spending quality one-on-one time with them throughout the school year. “Littles” were invited to City Hall for, what was for many, their first opportunity to see judges and court employees in a professional working environment. During visits, “Bigs” and “Littles” bonded over lunch and conversation; with topics ranging from college applications and school guidance, to what it’s like to be a judge and the role of the courts in our city, state, and country. According to Big Brothers Big Sisters of America, students who are afforded the opportunity to participate in mentoring programs like Beyond School Walls show improved

academic performance, are less likely to skip school, more likely to attend and finish college, and generally feel more confident in their academic ability. The FJD and Big Brothers Big Sisters will continue their partnership at the start of the 2017 school year.

## Back to School Drive

■ In an effort to make service a year-round endeavor, court employees organized a back-to-school supply drive to support the education of elementary school students in Philadelphia. Julia De Burgos Elementary and Delaplaine



McDaniel Elementary School were the recipients of over 1,257 individual items, ranging from composition books to calculators, donated by FJD staff. School administrators expressed gratitude for the kind gesture made possible by administrative and judicial personnel of the FJD, stressing how the kindness of strangers will genuinely impact the lives of their students during the school year.







## FJD Opens Pennsylvania's First Elder Justice Resource Center

■ With court employees providing administrative and coordination services, the Elder Justice Resource Center delivers direct services via volunteer attorneys and advocates experienced in senior legal issues. The center will also provide referrals for seniors, as well as educational workshops designed to inform judges and their staff on issues of aging, capacity, elder abuse, prominent legal issues affecting seniors, and



available resources for seniors. The center seeks to provide legal information which can often be difficult for the elderly to access and utilize. In addition to legal services, resources, and education, the Elder Justice Resource Center will also facilitate access to the courts by making available equipment to aid any hearing, vision

and mobility challenges of seniors who are navigating the court system. Additionally, interpreter services will be provided to address language barriers. The center will routinely examine and consider implementation of other best practices recommended by the American Bar Association's Commission on Law and Aging. (see page 33)

## Juror Appreciation Week with Villanova's Jay Wright and the Phillie Phanatic

■ After a clumsy trip through building security with subpoena in hand, the Phillie Phanatic arrived, on-time, for his first day

as a prospective juror in Philadelphia County. Flanked by Villanova men's basketball coach Jay Wright, the two joined hun-



dreds of Philadelphians in celebrating the First Judicial District's kickoff of Juror Appreciation Week; an event aimed at recognizing the importance of jury service and those citizens who participate in an essential part of our justice system. Juror Appreciation Week also marked the return of complimentary continental breakfast for prospective jurors. The week also consisted of gift card raffles, Wawa food and drink vouchers, and a City Council proclamation.





## 2016 Pro Bono Awards Ceremony, for the Public Good

■ Recognizing the importance of pro bono legal services and the role those services play in ensuring access and justice for the citizens of Philadelphia, the First Judicial District

announced their 2016 Pro Bono Publico Award recipients at a ceremony in the James McDermott Ceremonial Courtroom at City Hall.



## FJD Vets March in Philadelphia Veterans Parade

■ On Sunday, November 6th, FJD employees who dutifully and faithfully served our country, as well as those who support them, participated in Philadelphia's 2nd Annual Veterans Parade. Court employees and their families met at the Stout Center for Criminal Justice and from there joined the procession, along

with approximately 100 Veterans groups from across the city, as they made their way down Market Street. The event, which honored the heroism and sacrifices of local Veterans, concluded with live music, informational services for Vets, and activities for kids and families.



Facing Page Photo by Theresa Cannon





## PENNSYLVANIA SUPREME COURT

### FIRST JUDICIAL DISTRICT ADMINISTRATIVE GOVERNING BOARD

Respective President and Administrative Judges,  
State Court Administrator and District Court Administrator

#### DISTRICT COURT ADMINISTRATOR

#### COURT OF COMMON PLEAS

#### MUNICIPAL COURT

##### TRIAL DIVISION

##### FAMILY DIVISION

##### ORPHANS' COURT DIVISION

##### CIVIL DIVISION

##### CIVIL

##### DOMESTIC RELATIONS BRANCH

##### CRIMINAL DIVISION

##### CRIMINAL

##### JUVENILE BRANCH

##### TRAFFIC DIVISION

##### OFFICE OF JUDICIAL RECORDS



**The Hon. Sheila Woods-Skipper**  
President Judge, Court of Common Pleas  
Chair of the Administrative Governing Board



**The Hon. Marsha H. Neifield**  
President Judge,  
Philadelphia Municipal Court



**Jacqueline F. Allen**  
Administrative Judge  
Court of Common Pleas - Trial Division



**Margaret T. Murphy**  
Administrative Judge  
Court of Common Pleas - Family Division



**Matthew D. Carrafiello**  
Administrative Judge  
Court of Common Pleas - Orphans' Division



**Gary S. Glaser\***  
Administrative Judge,  
Municipal Court - Traffic Division



**Thomas B. Darr**  
Court Administrator of Pennsylvania



**Joseph H. Evers**  
First Judicial District Court Administrator

\* Administrative Judge for Municipal Court – Traffic Division and Sitting Judge on Court of Common Pleas





**Joseph H. Evers**  
*District Court Administrator*



**Charles A. Mapp Sr.**  
*Chief Deputy Court Administrator/Deputy Court  
Administrator Trial Division - Civil*



**Mary Lou Baker**  
*Deputy Court Administrator  
Family Division - Domestic Relations*



**Clayton Carter**  
*Director  
Administrative Services*



**Kevin A. Cross**  
*Deputy Court Administrator  
Financial Services*



**Mario D'Adamo, Esq.**  
*Deputy Court Administrator  
Family Division - Juvenile*



**Robert DeEmilio**  
*Deputy Court Administrator  
Office of Court Compliance*



**Eric Feder**  
*Deputy Court Administrator  
Office of Judicial Records*



**Martha Fisher, Esq.**  
Human Resources Attorney  
Human Resources



**Marc Flood, Esq.**  
Deputy Court Administrator  
Procurement



**Joseph H. Hassett, Esq.**  
Deputy Court Administrator  
Municipal Court – Traffic Division



**Amy Mader**  
Executive Director  
Human Resources



**Richard McSorley, Esq.**  
Deputy Court Administrator  
Trial Division – Criminal



**Hai Ngo**  
Director Information Technology/Management Information Services



**Daniel Rendine, Esq.**  
Jury Commissioner

..... *Not Pictured* .....

**Glenn S. Bozzacco, Esq.**  
Labor, Procurement & Litigation Attorney

**Janet C. Fasy**  
Deputy Court Administrator Court Reporter & Interpreter Services

**Patricia R. McDermott**  
Deputy Court Administrator Municipal Court – Civil Division

**Kathleen M. Rapone**  
Deputy Court Administrator Municipal Court – Criminal Division

**Dominic J. Rossi, Esq.**  
Deputy Court Administrator Legal Services

.....



## COURT ADMINISTRATION

**T**he District Court Administrator is the highest non-judicial leadership position in the First Judicial District of Pennsylvania (FJD). The position was created in 1996 when the Supreme Court of Pennsylvania, in reorganizing the FJD, established the Administrative Governing Board (AGB). The Office of the Court Administrator was instituted to complement the Board and carry out their directives, to propose solutions to problems and innovative ideas for improvements, and to oversee the day-to-day management of the District. In May 2013, **Joseph H. Evers** was appointed FJD District Court Administrator. The Office provides centralized management for major service centers that affect the work of the courts throughout the District, and coordinates the ministerial activities of Deputy Court Administrators (DCA) located in specific courts and divisions of the FJD. The Chief Deputy Court Administrator is **Charles A. Mapp Sr.**

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

The DCAs are complemented by a group of Directors who also lead departments specializing in cross-court services. Those departments include Human Resources, the Jury Commission; the Department of Information Technology Services, and Administrative Services.

Through the development of this Annual Report, Court Administration seeks to provide a resource that supports and catalyzes the mission of our judiciary to provide quality, efficient services throughout our Courts while facilitating the advancement of the forward-thinking approach our District is known for.



Photo by Theresa Cannon





## JUDGES OF THE COURT OF COMMON PLEAS



.....

## JUDGES OF THE MUNICIPAL COURT



Facing Page Photo by Theresa Cannon



COURT OF COMMON PLEAS ■







**Sheila Woods-Skipper**  
President Judge/Chair  
Administrative Governing Board



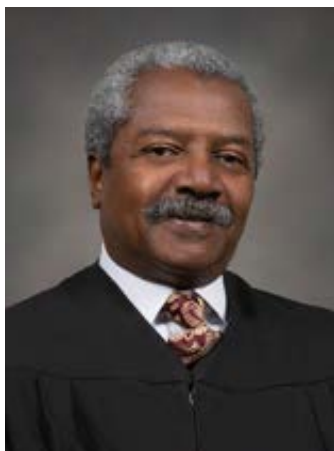
**Jacqueline F. Allen**  
Administrative Judge  
Trial Division



**Margaret T. Murphy**  
Administrative Judge  
Family Division



**Matthew D. Carrafiello**  
Administrative Judge  
Orphans' Division



**Leon W. Tucker**  
Supervising Judge  
Criminal Trial Division



**Idee Fox**  
Supervising Judge  
Civil Trial Division



**Patricia A. McInerney**  
Supervising Judge Civil Trial  
Division - Commerce Court



**Walter J. Olszewski**  
Supervising Judge  
Family Division



**Daniel J. Anders**  
Trial Division



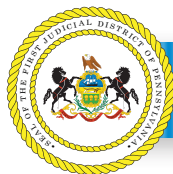
**Diana Louise Anhalt**  
Trial Division



**Gwendolyn N. Bright**  
Trial Division

Portrait Photos by Anthony Leonardo





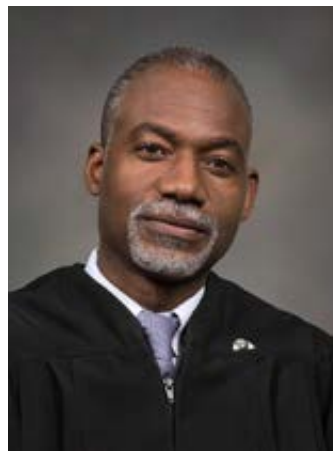
**Glenn B. Bronson**  
*Trial Division*



**Ann Butchart**  
*Trial Division*



**Sandy L.V. Byrd**  
*Trial Division*



**Giovanni Campbell**  
*Trial Division*



**Ellen Ceisler**  
*Trial Division*



**Ida K. Chen**  
*Family Division*



**Lucretia Clemons**  
*Trial Division*



**Denis P. Cohen**  
*Trial Division*



**Gene D. Cohen\***  
*Trial Division*



**Mary Colins\***  
*Trial Division*



**Amanda Cooperman**  
*Family Division*



**Anne Marie B. Coyle**  
*Trial Division*

\* denotes senior judge



**Charles J. Cunningham III**  
*Trial Division*



**Pamela Pryor Dembe\***  
*Trial Division*



**Scott DiClaudio**  
*Trial Division*



**Ramy I. Djerassi**  
*Trial Division*



**Lori A. Dumas**  
*Family Division*



**Charles A. Ehrlich**  
*Trial Division*



**Michael Erdos**  
*Trial Division*



**Michael Fanning**  
*Family Division*



**Joseph Fernandes**  
*Family Division*



**Abbe F. Fletman**  
*Trial Division*

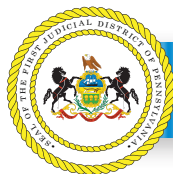


**Angelo Foglietta**  
*Trial Division*



**Holly J. Ford**  
*Family Division*

\* denotes senior judge



***Vincent Furlong***  
*Family Division*



***Steven R. Geroff\****  
*Trial Division*



***Gary S. Glaser***  
*Trial Division*



***Roger F. Gordon***  
*Trial Division*



***Richard J. Gordon Jr.***  
*Family Division*



***Daine Grey***  
*Family Division*



***Glynnis Hill***  
*Trial Division*



***Jonathan Q. Irvine***  
*Family Division*



***Joel S. Johnson***  
*Family Division*



***Vincent L. Johnson***  
*Trial Division*



***D. Webster Keogh\****  
*Trial Division*



***Marlene F. Lachman***  
*Trial Division*

*\* denotes senior judge*





**Timika Lane**  
Trial Division



**Kathryn S. Lewis\***  
Trial Division



**James Murray Lynn**  
Family Division



**Christopher Mallios**  
Family Division



**Frederica Massiah-Jackson**  
Trial Division



**William J. Mazzola\***  
Trial Division



**Daniel McCaffery**  
Trial Division



**Barbara A. McDermott**  
Trial Division



**Vincent N. Melchiorre**  
Trial Division



**Jeffrey P. Minehart**  
Trial Division



**Arnold L. New**  
Trial Division



**Carolyn H. Nichols**  
Trial Division

\* denotes senior judge



**J. Scott O'Keefe**  
*Trial Division*



**George W. Overton**  
*Orphans' Court*



**Frank Palumbo**  
*Trial Division*



**Paul P. Panepinto**  
*Trial Division*



**Ourania Papademetriou**  
*Family Division*



**Paula A. Patrick**  
*Trial Division*



**Doris A. Pechkurov**  
*Family Division*



**Mia R. Perez**  
*Trial Division*



**Kenneth J. Powell Jr.**  
*Trial Division*



**Lisa M. Rau**  
*Trial Division*



**Robert J. Rebstock**  
*Family Division*



**Shelley Robins New**  
*Trial Division*



**Rosalyn K. Robinson**  
Trial Division



**Tracy Brandeis Roman**  
Trial Division



**M. Teresa Sarmina**  
Trial Division



**Stephanie M. Sawyer**  
Trial Division



**Susan I. Schulman**  
Trial Division



**Kai Scott**  
Trial Division



**Lissette Shirdan-Harris**  
Trial Division



**Karen Shreeves-Johns**  
Trial Division



**Sierra Thomas Street**  
Trial Division



**Daniel R. Sulman**  
Family Division



**Allan L. Tereshko\***  
Family Division



**Diane Thompson**  
Family Division

\* denotes senior judge





***Stella Tsai***  
*Trial Division*



***Donna M. Woelpper***  
*Trial Division*



***Edward C. Wright***  
*Trial Division*



***Nina Wright Padilla***  
*Trial Division*



***John Milton Younge***  
*Trial Division*



***Lyris Younge***  
*Family Division*

..... *Not Pictured* .....

***Linda Carpenter***  
*Trial Division*

***Robert P. Coleman***  
*Trial Division*

***Roxanne Covington***  
*Trial Division*

***Rose Marie DeFino-Nastasi***  
*Trial Division*

***Victor J. DiNubile Jr.\****  
*Trial Division*

***John W. Herron,\****  
*Orphans' Division*

***Elizabeth Jackson***  
*Family Division*

***Barbara A. Joseph\****  
*Family Division*

***Sean F. Kennedy***  
*Trial Division*

***Maria McLaughlin***  
*Family Division*

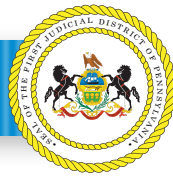
***Rayford A. Means***  
*Trial Division*

***Abram Frank Reynolds\****  
*Family Division*

***Esther R. Sylvester\****  
*Trial Division*

***Earl W. Trent Jr.\****  
*Trial Division*

.....  
*\* denotes senior judge*



## EXECUTIVE SUMMARY *Administrative Judge Jacqueline F. Allen*



**A**s Administrative Judge of the Trial Division of the First Judicial District and on behalf of my colleagues and our support staffs (both judicial and administrative), I am honored to present the Trial Division's contribution to the **First Judicial District 2016 Annual Report** outlining the initiatives pursued and the goals achieved in the past year.

**I am in awe of the tireless dedication shown collectively by the court's team of justice professionals.**

Having the distinct honor of serving in

this capacity only one year, I am in awe of the tireless dedication shown collectively by the court's team of justice professionals in making sure access to justice is delivered day in and day out to the citizens of Philadelphia.

The patience exhibited and the assistance provided to me in the past year by support personnel and the Trial Division's sixty-five (65) astute and professional judges has been invaluable. Together we maintained, and in many instances, improved the Trial Division's presence, identity and development, all of which serve to enhance access to justice.

The following highlights a few of the many accomplishments of the Trial Division:

### Civil Section

Through the collective work of the complement of 28 commissioned judges, two supervising judges and five senior judges, 297 Civil Jury Trials and 331 Civil Non-Jury Trials were conducted. New technology and changes to processes and procedures of civil programs and caseload management were implemented and proved successful in enhancing access to justice.

- The civil section received a total of 34,149 new civil filings;
- Over 530,000 pleadings and motions were electronically filed, reviewed and accepted for filing through the Office of Judicial Records; and
- Civil dispositions totaled 41,089, including 1,110 Sequestration cases;
- Approximately 90% of cases filed, were disposed within 24 months of initial filing.

### Criminal Section

With the addition of three commissioned judges assigned to the Trial Division, Criminal Section, the 37 judges, supervising judge and one senior judge 10,955 formal arraignments were conducted. After an examination of existing resources, changes were implemented to improve services.

- The criminal section received 11,822 new criminal filings;
- Over 13,700 cases were disposed resulting in a clearance rate of 116%;
- Of the total disposed cases, SMART Rooms accounted for 53% of all negotiated guilty pleas; and
- Courtroom Operations' Video Program resulted in a savings of \$459,552 in transportation costs.

### Conclusion

We have benefited from an infrastructure and processes that strengthen the ability to deliver justice fairly, responsively and efficiently. Hard work and dedication combined with innovative thinking in the pursuit of excellence will continue to drive the Trial Division's efforts going forward.

Following please find the 2016 Trial Division report with detailed information for both the civil and criminal sections.



## TRIAL DIVISION — CIVIL

In 2016, the Trial Division, Civil Section continued its efforts to administer justice in an efficient and productive manner. As in the past, the Civil Section provided access to justice through the implementation of innovative and progressive case flow management systems; ongoing training and development of staff; and the identification, development and deployment of technologic advancements.

### Civil Case Management Programs

One of the keys to the success of the Court's programs is a continued commitment to case-flow management. After filing, civil cases are categorized and placed into case management programs specifically designed and organized for effective handling and prompt disposition. Approximately ninety days after commencement, newly filed cases are scheduled for a case management conference before Civil Case Managers. The main objective of the Case Management Conference is to obtain early disclosure of basic information so that each case can be managed more effectively. It is also anticipated that a face-to-

#### Case Management Orders are issued for the following programs:

- Commerce Court,
- Complex Litigation:
  - Pharmaceutical, Asbestos, and Medical Devices;
  - Major Non-Jury; and
  - Arbitration Appeals,
- Major Jury,
- Compulsory Arbitration,
- Residential Mortgage Foreclosure Diversion Program, and
- Discovery Court Program

face meeting of the parties will begin some dialogue to settle and/or resolve certain issues without court intervention. Based on the information provided by counsel, the Civil Case Manager prepares a Case Management Order for approval of the Judicial Team Leader. The Order sets a schedule for each case, establishing deadlines for the completion of discovery, the exchange of expert reports, and the dispositive motions. The Order also provides the parties with a presumptive month for a settlement conference, a pretrial conference, and trial. The Civil Case Management conferences are an important step and recognized by the Court as necessary to provide consistency and predictability to litigants.

### Discovery Court

Also critical to the success of the civil section are the Discovery Court Program and the Dispute Resolution Center. The Discovery Court Program operates in accordance with the alternative motion procedures set forth in Philadelphia Civil Rules (Phila. Civ. R.) \*208.3. The Discovery Unit encompasses cases from all programs including Major Jury, Commerce, Arbitration, Arbitration Appeals, and Major Non-Jury. The assignment of Discovery Motions to judicial teams is a critically important part of the Court's civil case delay reduction strategy. This strategy provides early and prompt intervention in cases within the various civil programs. All Discovery petitions and motions are presented to a Judge consistent with the assigned program as determined by the Discovery Court.

During calendar year 2016, the Discovery Unit was responsible for processing and assigning 28,130 motions, petitions, and stipulations requiring court approval. The unit also processed and managed 216 Name Change Petitions.

### Dispute Resolution Center

The Dispute Resolution Center is an integral part of the Trial Division — Civil. Its purpose is three fold:

- Centralize the location for mandatory settlement conferences;
- Enhance uniformity in practice and procedure for settlement conferences; and to
- Offer counsel and parties the appropriate facilities to assist in the timely disposition of civil cases.





As part of the initial case management order, a mandatory settlement conference is scheduled. These occur after discovery, and after dispositive motion and expert deadlines, when the parties should have a thorough understanding of the strengths and weaknesses of their case and can approach settlement negotiations in a fully informed and meaningful manner. Depending upon the case type and case management track (expedited, standard, or complex), settlement conferences will take place six to twelve months after the initial case management conference and two to three months before trial.

The mandatory settlement conference is presided over by a Judge Pro Tempore (JPT). JPTs are recruited from experienced members of the Philadelphia Bar. On average, four JPTs preside each day, each handling six to eight conferences daily.

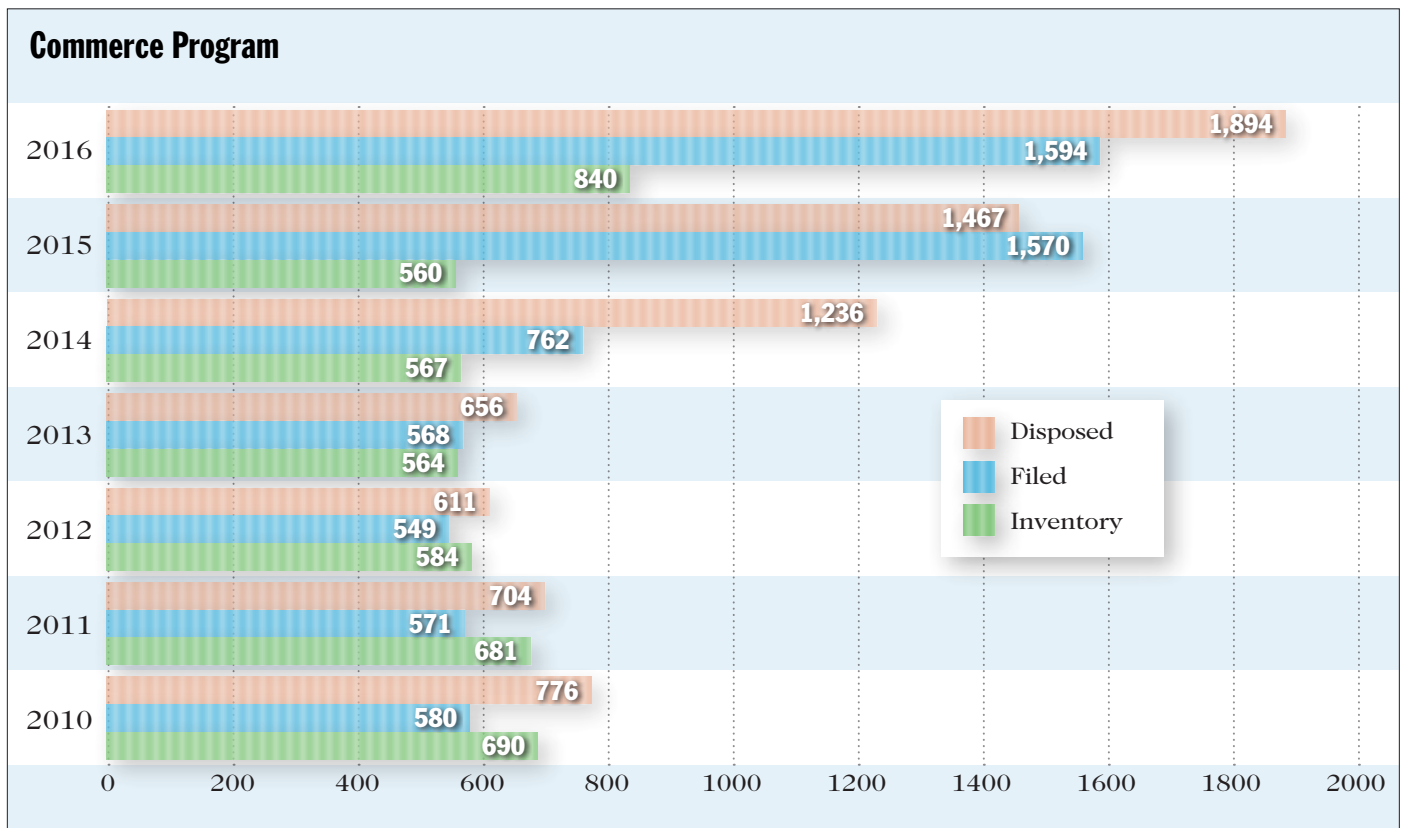
Settlement Conferences have had and continue to have a significant impact on non-trial resolution of civil cases. In 2016, 4,602 settlement conferences were conducted. Of those, 24% were ami-

cably resolved, 6% were transferred to the Compulsory Arbitration Program, and less than 1% were transferred to binding arbitration programs. The remaining cases proceeded to the next significant court event (i.e., pre-trial conference or trial).

## Commerce Court Case Management Program

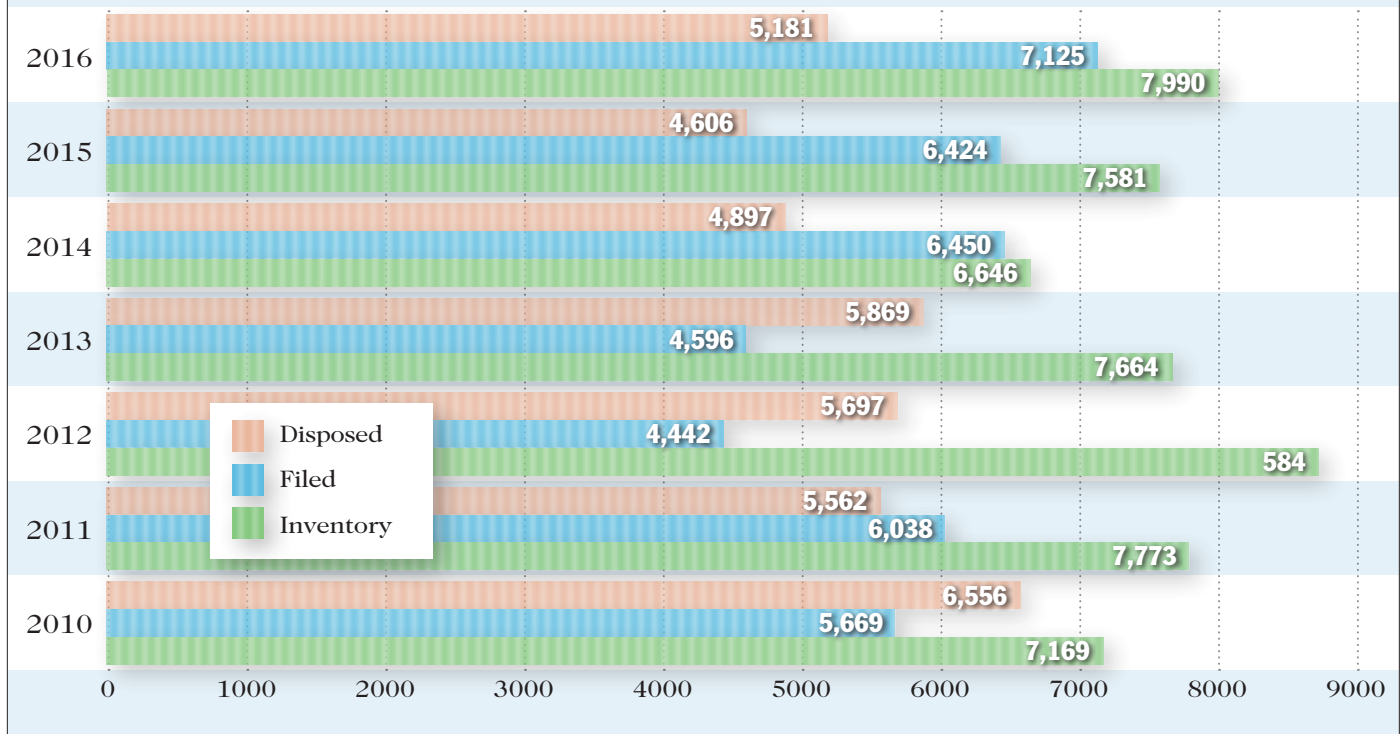
The Commerce Court is a specialized court focused on resolving commercial disputes brought by local, national, and international business entities.

As in previous years, the three experienced Commerce Court judges heard cases involving diverse parties and issues including, but not limited to: corporate shareholders, company members, and partners; sales, mergers, and dissolutions of businesses; commercial real estate transactions; construction and other business contracts; commercial insurance policies; legal, accounting and other professional (non-medical) malpractice; unfair competition,





### Complex Litigation Center



corporate fraud and theft of trade secrets; malicious prosecution; and negotiable instruments. The Court also hears motions concerning confessed judgments in amounts greater than \$50,000.

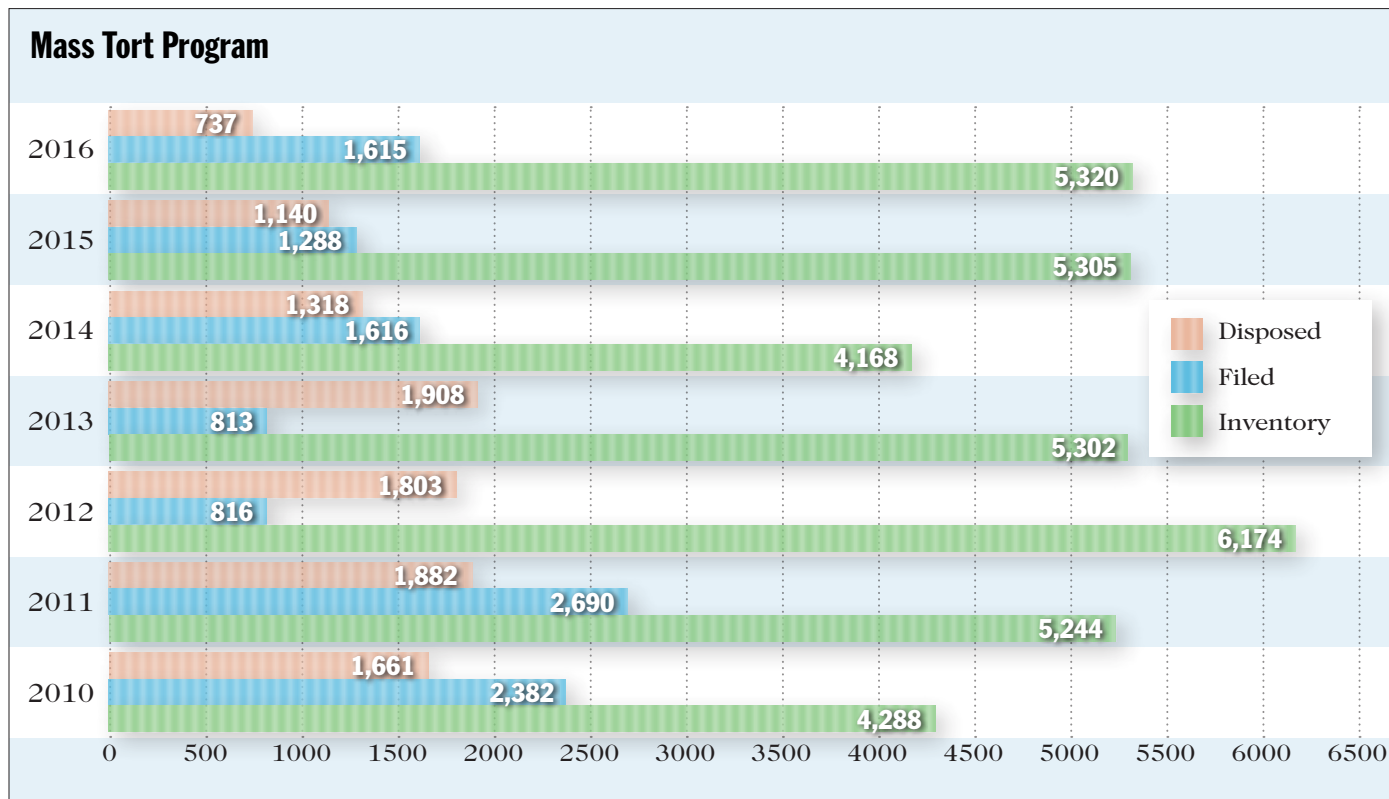
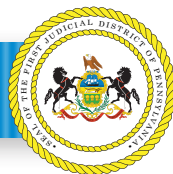
In addition to resolving complex business disputes, the Commerce Court handles Petitions to Appoint Sequestrators for commercial properties against which tax liens have been filed. In this program, the City petitions the Court to appoint a receiver or sequestrator to manage abandoned commercial properties making it possible to collect rents and pay delinquent tax debts. In the 3.5 years of the Commerce Court's Sequestration Project, the City has used the program to generate an excess of \$54 million dollars for its general fund and, in particular, the School District of Philadelphia. Of that sum, more than \$17 million was generated in 2016.

In 2016, the Commerce Court continued to work closely with the Business Litigation Committee of the Philadelphia Bar Association to identify experienced and diverse members of the bar

to serve as Judges Pro Tempore, special masters, and receivers to assist the court in managing and resolving commercial cases. In addition, the Commerce Court continued to identify and educate future leaders of the commercial bar through the Sheppard Fellowship Program and the Temple State Judicial Clerkship Program.

This past year, the Commerce Court further fulfilled its mandate to provide guidance on issues of Pennsylvania commercial law. Since its inception, Commerce Court judges have published more than 1,260 opinions on the Commerce Court's webpage, including over 50 new opinions in 2016. Also in 2016, the Commerce judges and staff presented a continuing legal education seminar regarding litigation practices in Commerce Court.

During calendar year 2016, the Commerce Court judges disposed of 784 commercial cases, as well as 1,110 sequestration cases. Ninety-four percent (94%) of these complex cases were disposed within 24 months of the date filed. As of December 31, 2016, there were 861 cases were pending in Commerce Court.



## Complex Litigation Center

The Complex Litigation Center administers the Mass Tort (Pharmaceutical and Asbestos) and Major Non-Jury Programs. The Complex Litigation Center manages twenty-seven percent (27%) of the total civil inventory.

### Mass Tort

As of December 31, 2016, the number of records pending in the Complex Litigation Center stood at **6,196**. The inventory included **5,601** pharmaceutical cases and **595** asbestos cases. This represents a **16%** increase from 2015. Filings for 2016 surpassed filings for 2015 by 25% (327). Xarelto (691) and Risperdal (620) represent 82% of the total filings for 2016. New filings also included 286 Asbestos cases.

During the same period, the Complex Litigation Center disposed of 737 records (449 Pharmaceutical; 288 Asbestos). The pharmaceutical case dispositions include the following: Yaz/Yasmin/Ocella 181, Reglan 12, and Risperdal 66. In 2016, all of the Topamax and Denture Adhesive Cream cases ended.

At the close of 2016, the pharmaceutical inventory consisted of Reglan (2,165), Risperdal (1,945), Xarelto (1,214), Pelvic Mesh (164), Yaz/Yasmin/Ocella (109), Phen-Fen (3), and Paxil (1).

### Major Non-Jury Program

In 2016, the Major Non-Jury Program realized a 3% decrease in inventory from 1,803 in January 2016, to 1,745 as of December 31, 2016. During this same period, 5,510 new cases were filed and 2,265 disposed.

As in the Major Jury Programs, all cases filed in the Non-Jury program are now scheduled for a Case Management Conference ninety days from filing. Thereafter, a Case Management Order is issued and deadlines set for discovery and motions, and the matter is assigned a Trial Pool. In the past, Mortgage Foreclosure, Quiet Title, and Certain Equity matters were not scheduled for Conferences nor were Case Management Orders issued. Gradually, these cases have been brought into the Case Management protocol, with the last group being the Ejectment





actions as below described.

In 2016, the Complex Litigation Center established a new protocol for non-landlord tenant ejectment actions. These matters are now under the same umbrella of the case management protocol. The cases are tracked and scheduled for Case Management Conferences approximately ninety days from commencement. At the Conference, the Civil Case Manager confirms the case is ready for the issuance of a Case Management Order and verifies proper pleadings and effective service of the Complaint. Thereafter, a Case Management Order is prepared for approval of the Judicial Team Leader. The Order schedules the case in a Trial Ready Pool approximately three months from the Conference date.

#### Arbitration Appeals

Appeals from Arbitration are assigned to and managed by the Complex Litigation Center. A Case Management Order is issued when the appeal is filed. The Order sets deadlines for discovery and dispositive motions and places the case in a Trial Pool approx-

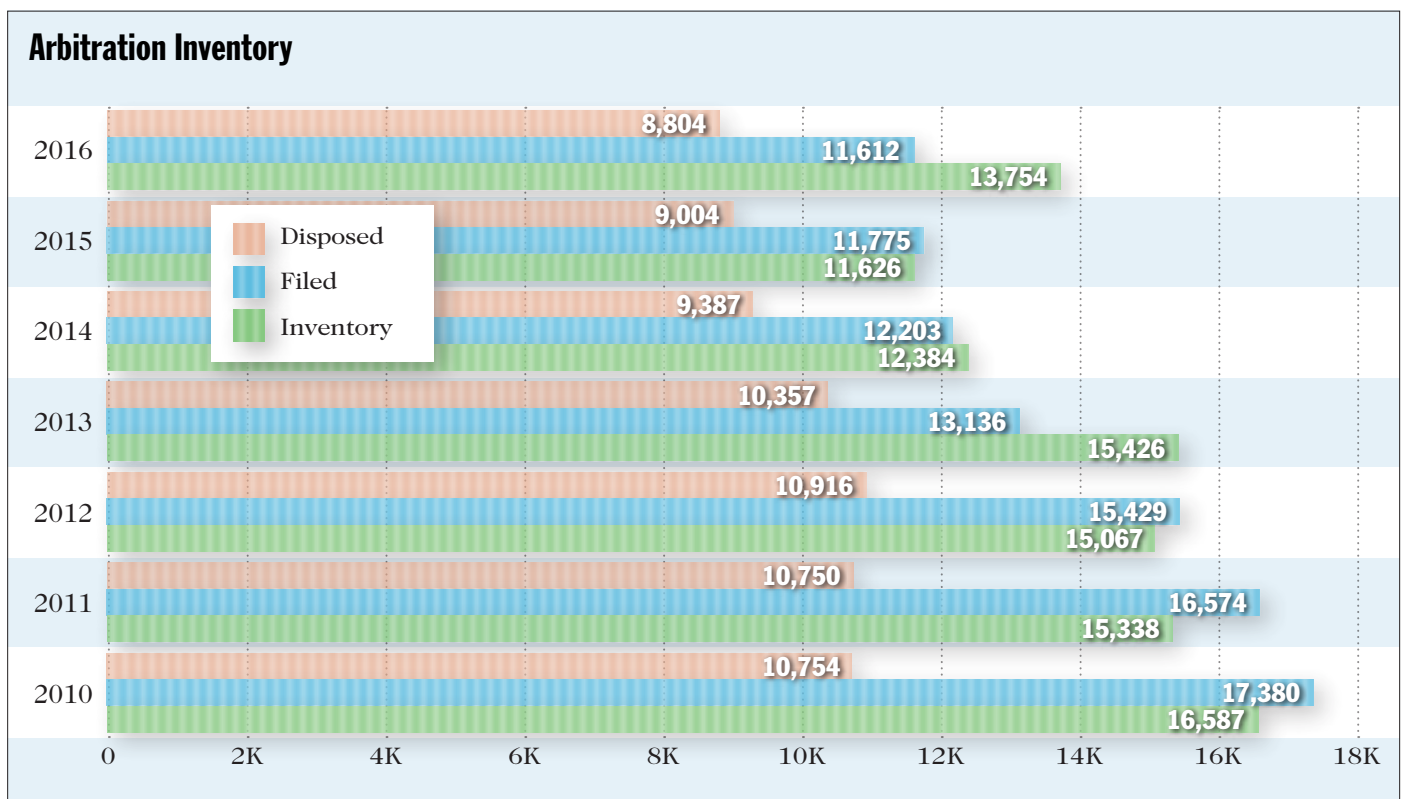
imately six months after an appeal is filed. In 2016, 37% of the Arbitration cases were appealed. The disposition rate is 97% within 7 to 13 months of filing.

#### Major Jury Program

The Civil Section's nationally-recognized Major Jury Program encompasses all major civil jury cases except Commerce and Mass Tort. The Program coordinates and schedules major jury cases by track based on the complexity of the case. It provides for early Court intervention and sets deadlines to ensure efficient and prompt resolution.

To manage these cases more effectively, the judges assigned to this program are divided into four teams. To maintain consistent oversight of each case, each team is led by a Judicial Team Leader. The Judicial Team Leader and the assigned team of judges rule upon all motions (including discovery motions), conduct status conferences, settlement conferences, pretrial conferences, and trials.

To improve the overall efficiency of the Case Management





operations, in 2016, the Court implemented a new self-service, Electronic Sign-in System which allows attorneys and parties appearing for a conference to check-in at two computer kiosks located in the waiting area of the Civil Case Management Conference Center. Video monitors are in the waiting area and outside of the Center, to allow counsel and parties to check the status of their cases at a glance. This new sign-in system has not only improved efficiency, reporting, and accountability, but has reduced costs, including the cost associated with printing paper.

During calendar year 2016, the Major Jury inventory decreased by one percent (1%) from 7,885 to 7,822. During this period, 4,951 new cases were filed. Ninety-two percent (92%) of the major jury cases were disposed of or otherwise resolved within 24 months. As of December 31, 2016, the Major Jury Program had an inventory of 7,822 active cases, consistent with past performance.

## Compulsory Arbitration Program

In 2016, the Compulsory Arbitration program managed 28% of the Civil Trial Division inventory with 63% of the cases resolved at the Arbitration level. Having reduced the cost associated with trial, the Compulsory Arbitration program continues to be an effective forum for parties to resolve civil disputes with over 90% of the cases concluding within one year of filing.

Cases arrive at the Compulsory Arbitration Program in one of three ways. All civil actions filed in the Court of Common Pleas with an amount in controversy of \$50,000 or less, excluding certain actions, are assigned to the Compulsory Arbitration program. Upon filing, an Arbitration hearing date is assigned approximately nine months from the date filed. Additionally, cases appealed from Municipal Court, excluding landlord tenant disputes, are assigned to the Arbitration Center. Also, cases originally filed in the Major Jury program may be remanded and/or transferred to the Arbitration program.

**The Arbitration Center is visited by delegations from other states and foreign countries to observe the operation of our Compulsory Arbitration program**

Arbitration hearings are conducted before a panel of three certified attorneys. In 2016 both the Philadelphia Bar Association and the Pennsylvania Bar Institute conducted Court approved CLE courses to train attorneys for certification to serve as an Arbitrator. Approximately 2,000 attorneys were eligible to serve as Arbitrators in 2016. The Arbitrators have the option of donating their daily compensation to either Community Legal Services or the Philadelphia Bar Foundation. In 2016, \$6,200 was donated to those entities.

The Arbitration Center is often visited by delegations from other states and foreign countries to observe the efficient operation of our Compulsory Arbitration program. The Center also regularly hosts students from area law schools and City agencies to observe the Arbitration proceedings for educational and training purposes.

## Residential Mortgage Foreclosure Diversion Program

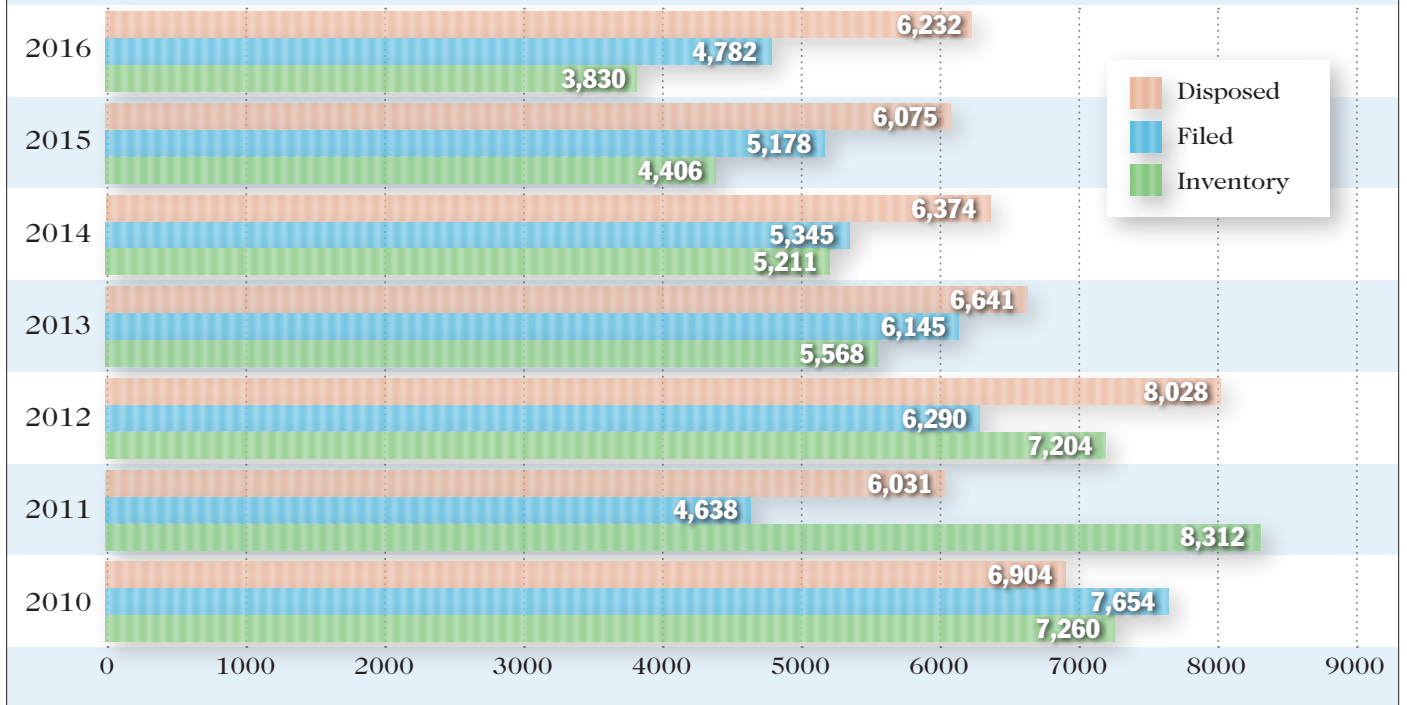
In 2016, the Mortgage Foreclosure Diversion Program received 4,782 new cases, re-opened 452 cases, and received by remand 777 cases. As of December 31, 2016, there were 3,544 active cases pending within the program. In 2016, the Mortgage Foreclosure Diversion Program conducted over 5,800 mortgage foreclosure conciliation conferences. In October 2016, the Philadelphia Department of Housing and Community Development hosted an event to celebrate the 10,000<sup>th</sup> home saved under the Program.

In March 2016, the Mortgage Foreclosure Diversion Program conducted the first training session for Judges Pro Tempore. These highly qualified attorneys, many of whom have experience in mediation, are now available during conciliation conferences to consult with parties in difficult or complicated cases and make recommendations to the Honorable Rosalyn K. Robinson, the Program's Judicial Team Leader.

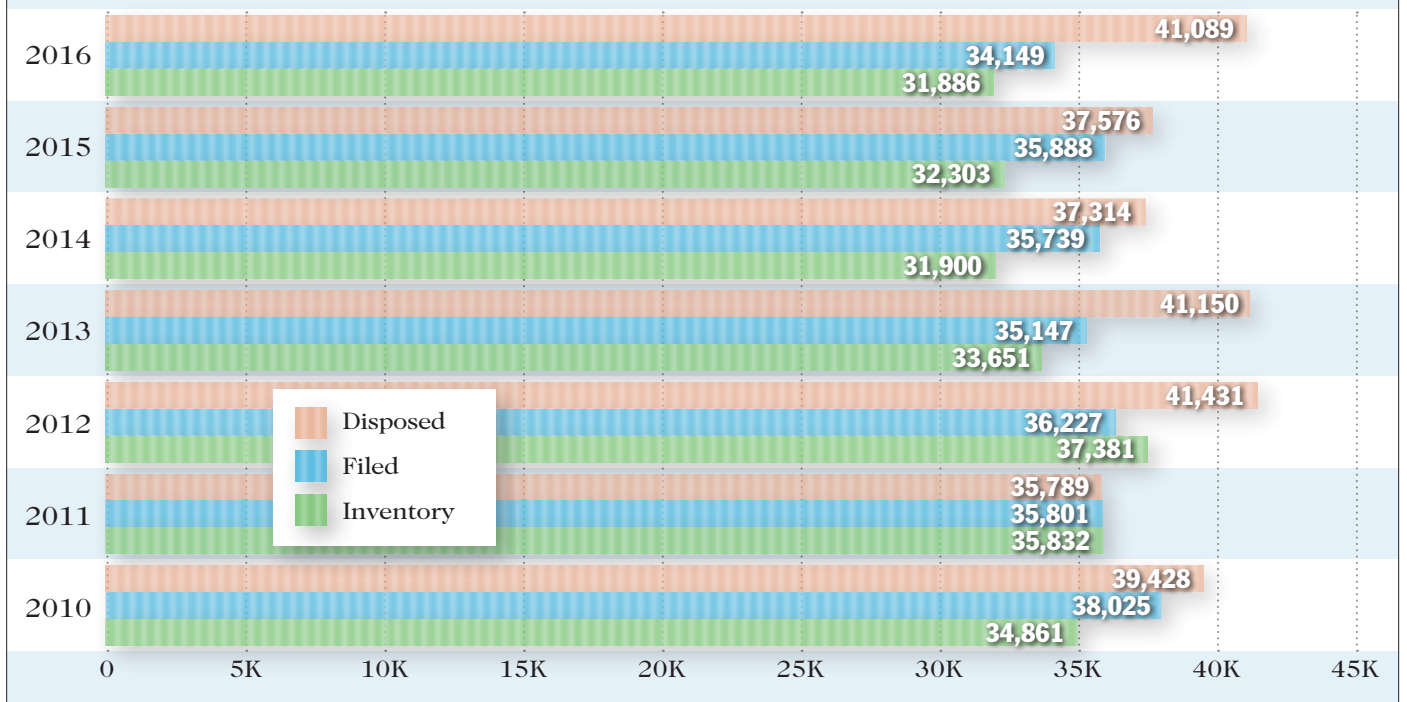
In 2016, a new case code was developed for foreclosure cases



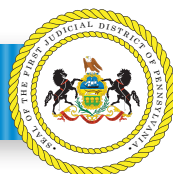
### Mortgage Foreclosures



### Total Civil Inventory







which involve a reverse mortgage. These were previously handled in the same manner as other mortgage foreclosure cases. This change allows both the First Judicial District and various nonprofit legal organizations to identify these cases earlier and provide assistance in a more effective and efficient manner.

Should the case not be resolved and/or is removed from the Conciliation Program, it is transferred to the Major Non Jury Program for a Case Management Conference and the issuance of a standard Case Management Order

| Trials: Jury & Non-Jury |             |          |                 |              |              |
|-------------------------|-------------|----------|-----------------|--------------|--------------|
| Year                    | Jury Trials | % (Jury) | Non-Jury Trials | % (Non-Jury) | Total Trials |
| 2016                    | 297         | 47%      | 331             | 53%          | 628          |
| 2015                    | 318         | 50%      | 320             | 50%          | 638          |
| 2014                    | 331         | 54%      | 283             | 46%          | 614          |
| 2013                    | 347         | 61%      | 221             | 39%          | 568          |
| 2012                    | 305         | 51%      | 293             | 49%          | 598          |
| 2011                    | 258         | 48%      | 278             | 52%          | 536          |
| 2010                    | 391         | 56%      | 312             | 44%          | 703          |

| Trial Division - Civil Program   Records Pending |                 |                |
|--|-----------------|----------------|
| Program Name                                     | Records Pending | % of Inventory |
| Arbitration                                      | 9,070           | 28%            |
| Commerce Program                                 | 861             | 2.7%           |
| Conservatorship Act 135 (58) & Non-Co..          | 79              | 0.2%           |
| Governmental & Administrative Agencies           | 679             | 2.1%           |
| Major Jury Program                               | 7,822           | 24.2%          |
| Major Non-Jury and Arbitration Appeals           | 2,521           | 7.8%           |
| Mass Tort (Asbestos & Pharmaceuticals)           | 6,196           | 19.1%          |
| Mortgage Foreclosure Program                     | 3,544           | 10.9%          |
| Programs Assigned to Motions Judges              | 824             | 2.5%           |
| Rent, Lease & Ejectment                          | 784             | 2.4%           |
| <b>Total</b>                                     | <b>32,380</b>   | <b>99.9%</b>   |

## Public Access To Civil Information

The Civil court dockets, opinions, attorney activity reports, hearing lists, rules and procedures, operation manuals, judicial assignments charts, fee schedules, court holidays, hours of operation, and maps can all be accessed and downloaded through the Court's website at <http://courts.phila.gov>.

## 2016 Trial Division - Civil Inventory

**New Filings:** Including arbitration matters, the Trial Division – Civil Section received a total of 34,149 new filings during calendar year 2016.

**Dispositions:** Total civil dispositions for 2016 equaled 41,089. Excluding arbitration matters, the Court disposed of 27,335 civil records.

**Trials:** There were 297 Jury Trials and 331 Non-Jury Trials conducted in the Civil Section of the Trial Division during calendar year 2016.

**Records Pending:** Civil records pending as of December 31, 2016 totaled 32,380; representing a two percent (2%) increase in records pending when compared to the prior year.



## ELDER JUSTICE RESOURCE CENTER *President Judge Sheila Woods-Skipper*

**P**hiladelphia Court of Common Pleas President Judge Sheila Woods-Skipper joined other judicial, city, and state officials at City Hall on October 13, 2016, to officially open Pennsylvania's first ever Elder Justice Resource Center. Created as a result of recommendations from the Pennsylvania Supreme Court's Elder Law Task Force, a group formed during the tenure of former Chief Justice Ronald D. Castille. Chaired by Justice Debra Todd, the new Elder Justice Resource Center will be a one-stop resource for elderly citizens needing legal assistance or access to legal resources. Since October 13, 2016, the Elder Justice Resources Center assisted 107 seniors via walk-ins, recorded phone calls, and e-mail.

The center provides direct services via volunteer attorneys, law students, and advocates experienced in senior legal issues. The center conducts referrals for seniors who need additional assistance, as well as educational workshops designed to inform Judges, court staff, and members of the public on issues of aging, capacity, elder abuse, prominent legal issues affecting seniors, and available resources for seniors. The center seeks to deliver legal information which can often be difficult for the elderly to access and utilize.

With court employees providing administrative and coordination services, the Elder Justice Resource Center is also supported by numerous key service organizations including the Center for Advocacy for the Rights & Interests of the Elderly (CARIE), the Senior LAW Center, Community Legal Services (CLS), Jenkins Law Library, Philadelphia Bar Association, Philadelphia VIP, Philadelphia Corporation for Aging (PCA), Philadelphia Legal Assistance (PLA), and Temple University Beasley School of Law.

In addition to legal services, resources, and education, the Elder Justice Resource Center also facilitates access to the courts

by making available equipment to aid any hearing, vision, and mobility challenges of seniors who are navigating the court system. Additionally, interpreter services are provided to address language barriers. The center routinely examines and considers implementation of other best practices recommended by the American Bar Association's Commission on Law and Aging.

Projects for 2017 include working with Temple University Beasley School of Law to offer free legal assistance to unrepresented seniors every Wednesday. The clinic provides valuable

legal services to seniors who cannot afford, or otherwise obtain, access to legal assistance, while simultaneously offering students practical hands-on legal experience. The clinic will assist seniors with intake services, interviews, and limited preparation of legal documents. No in-court representation will be available. The goal is to get other local

**The new Elder Justice  
Resource Center  
will be a one-stop  
resource for elderly  
citizens needing  
legal assistance**

law schools involved with the clinic to staff the center as many days as possible. The Elder Justice Resource Center is planning multiple Continuing Legal Education programs to obtain the assistance of volunteer attorneys. As an incentive for attorneys to volunteer, the FJD will offer CLE credits free of charge to any attorney who commits to volunteer in the Elder Justice Resource Center. CLE program topics will prepare volunteer attorneys for a variety of matters that may arise. Another long term project is case management and/or the creation of "elder dockets" or judicial team leaders to aid seniors with additional coordinated services. The primary goal of case management is to determine urgency, capacity, and needs of seniors through a specific, delineated procedure early on in the system based upon a senior's request for supportive services. This includes, but is not limited to determining the need for expedited hearings, specially designated court times, and preservation of testimony.



## TRIAL DIVISION — CRIMINAL

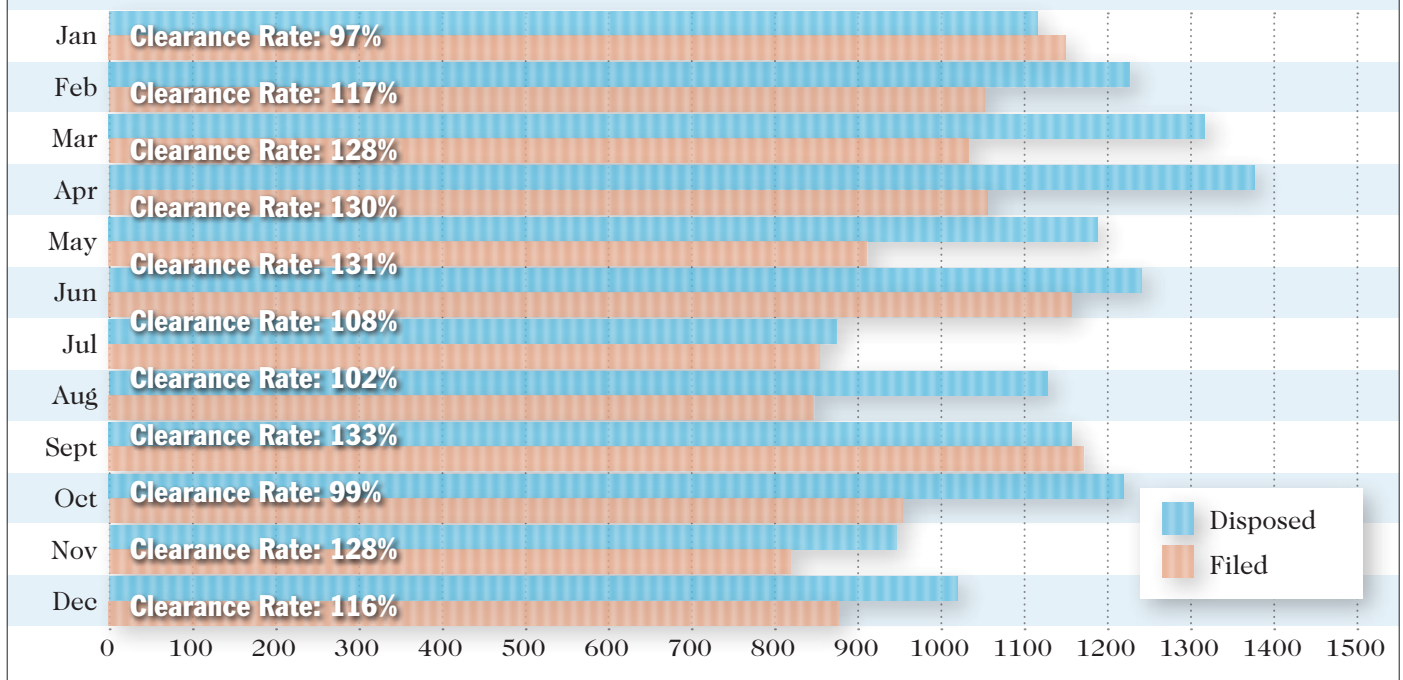
Significant activity continued throughout 2016. In 2012, the United States Supreme Court held that life without parole violates the prohibition on “cruel and unusual” punishments. See *Miller v. Alabama*, 567 U.S. 460, 132 S.Ct. 2455, 183 L.Ed.2d 407 (2012). In January 2016, the United States Supreme Court extended its holding to pre-2012 cases. See *Montgomery v. Louisiana*, \_\_\_, U.S. \_\_\_, 136 S. Ct. 718, 726 (2016). As a result, individuals sentenced to mandatory life as juveniles could seek resentencing by the trial court. The *Miller* ruling impacted more than 300 cases in Philadelphia County. In 2016, a special judicial assignment was created to manage the 324 Juvenile Lifers Sentenced without the Possibility of Parole (JLSWOP) cases filed in Philadelphia.

### The Year of 2016 Saw Other Challenges and Successes:

- In June 2016, Governor Tom Wolf appointed six judges to the FJD Court of Common Pleas. Of the six, three judges were appointed and assigned to Waiver Criminal Trial Programs.
- The Adult Probation and Parole Department (APPD) updated its risk tool to better allocate department resources.
- The Research and Development Unit (R&D) was expanded to address the increasing demand for data and analysis needed to improve certain court functions.
- The Post-Conviction Relief Act (PCRA) Unit was reorganized to utilize resources more ably.
- Initiatives involving Pretrial Services, APPD, R&D and Criminal Listings were started thanks to the fiscal support from the MacArthur Safety and Justice Challenge Grant.

### Clearance Rate

Criminal Trial Division | Court of Common Pleas | Homicide, Major & Waiver Cases







## MENTAL HEALTH COURT

Since 2009, 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, President Judge Sheila Woods-Skipper implemented the Goal Achievement Ceremony. On September 15, 2016, Mental Health Court's Annual Goal Achievement Ceremony recognized 38 program participants, the court's 2<sup>nd</sup> largest ceremony since its inception. Commissioner Blanche Carney of the Philadelphia Department of Prisons was the keynote speaker and Mayor James Kenney brought greetings and provided words of encouragement to the participants.

The First Judicial District Mental Health Court (MHC) reported several notable achievements during 2016. There were 65 referrals to MHC during 2016 of which 43 were admitted bringing the total number of participants in the program to 189. Overall, there were 1,160 Competency case commitments, while 362 were released on bail. There were 1,522 Competency cases and 2,605 Status cases.

The re-entry of offenders from incarceration into supervised community settings has generated a total of 1,113 incarceration days saved for 2016. The average daily cost for incarceration is \$100, which translates to a savings of \$111,300. The number of days saved is based on paroling the individual by their minimum sentence calculated by the Philadelphia Department of Prisons.

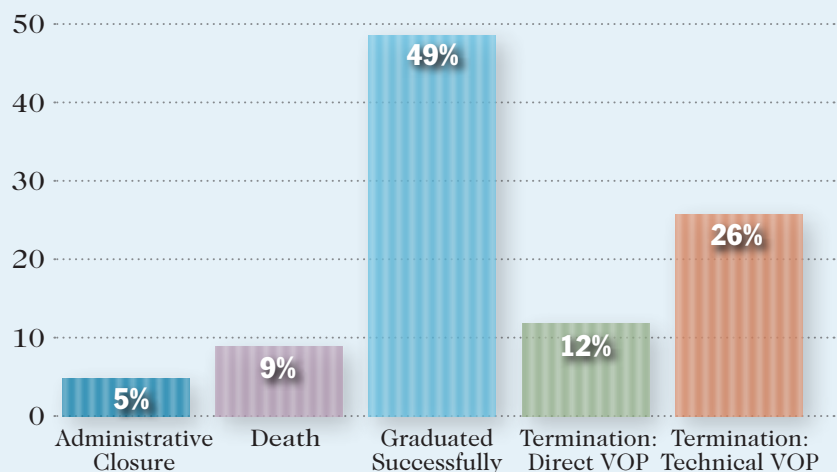
### Program Participants/Cases

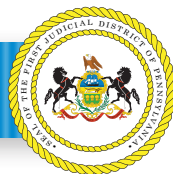
The court has also been successful in bringing most cases with mental health issues under its jurisdiction as well as adding program treatment tracks to provide a continuum of care. The program treatment tracks are as follows:

- **Assertive Community Treatment (ACT) – 22 Participants** Case management services are provided by an ACT team and individuals identified as appropriate for this level of care, receive intensive support and treatment.
- **Blended Enhanced Case Management Track (BECM) – 39 participants** Case management services are provided to individuals identified for this level of care, receive intensive support, medication management, and are referred out to treatment.
- **Blended Case Management (BCM) – 62 participants** Case management services are provided to individuals identified for this level of care, receive intensive to moderate support, and are referred out for all treatment.
- **Veterans Evaluation Track (VET) – 6 participants** Case management services are provided through the VA system, individuals identified are eligible for veteran's benefits and treatment services.

### Discharged From Mental Health Court

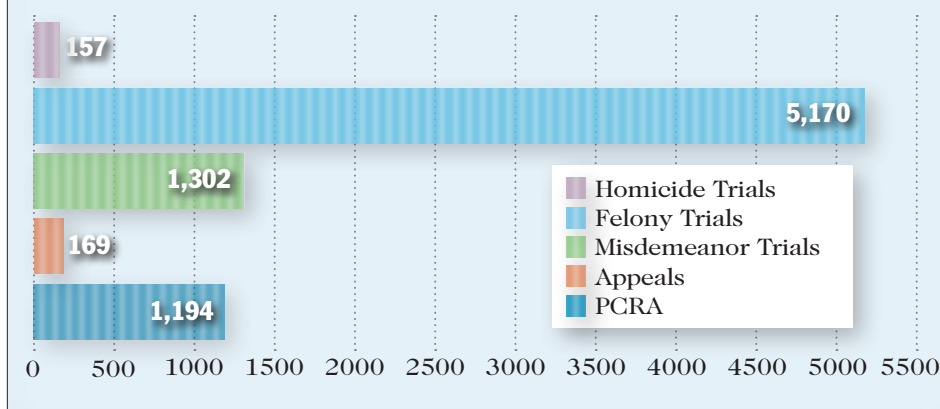
Criminal Trial Division | Court of Common Pleas | Mental Health Court.





## Counsel Appointments

Criminal Trial Division | Court of Common Pleas | Bar & Accepted Appointments



## Criminal Listings Department

The Criminal Listings Department is a component of the First Judicial District that performs essential functions for Common Pleas Court and Municipal Court. The mission of this department is to allow, to the greatest extent possible, judges to preside over cases and to minimize their administrative responsibilities. The Criminal Listing Department is comprised of the Trial Commissioners, PCRA Unit, Appointments Unit and the Post Trial Unit. In 2016, through the concerted efforts of judges and staff, the criminal section effected a clearance rate of 116% with 13,755 cases disposed during the year. Of these, 3,981 cases (29.3%) were disposed in the SMART pretrial courtrooms. Formal arraignments were conducted for 10,955 cases, 953 fewer than reported in 2015.

## Trial Commissioners

Trial Commissioners serve in a para-judicial capacity performing limited administrative court functions. Pre-hearing screenings of expungements petitions, identity theft petitions and petitions to modify, reduce or waive APPD fees may be scheduled before a Trial Commissioner. Their role in these hearings is to conduct initial reviews of petitions, investigate the background financials where relevant and dispose of matters to the extent possible without need of judicial involvement. In 2016, 8,902 expungements, redactions, identifica-

tion theft, supervision fee, and abatement motions were heard by Trial Commissioners; 8,791 of which were disposed before the Trial Commissioner. Only 1,151 of these matters required judicial involvement.

Status hearings on Drug Forfeiture Petitions may also be conducted before a Trial Commissioners. In 2016, 5,478 Drug Forfeiture petitions were submitted by the Philadelphia District Attorney's Office (DOA) and the Pennsylvania Attorney General's Office. Of these, 1,038 were

resolved by a Motion for Default Judgment and 534 were resulted in a Settlement Agreement. The number of cases requiring a judicial determination was 2,343.

## Post Conviction Relief Act Unit

In 2015, the PCRA Unit was created to better address the unique challenges associated with PCRA petitions and assignments. In 2016, additional resources, including staff and equipment, were reallocated to this Unit to assist in meeting organizational expectations and reporting obligations.

As expected, the number of PCRA cases without appointed counsel grew in 2016. In an effort to address the continued downward trend of attorneys qualified and accepting PCRA cases, a Continuing Legal Education session was conducted on May 11, 2016 to educate attorneys on the PCRA process. Additionally, the Trial Division elected to enforce existing court appointment rules. Additional Internal and external options remain under review.

## Court Appointments

The Court Appointment Unit is responsible for processing appointment of counsel to assure that indigent defendants are represented at scheduled court events. The number of cases with appointed counsel decreased during the calendar year. In 2016,



counsel were appointed to 7,736 cases involving felonies, misdemeanors, non-homicide appeals, and non-homicide PCRA's. In 2015, 8,281 cases had appointed counsel; 8,475 in 2014.

The number appointed was starker in capital and non-capital matters. There were 256 attorneys appointed to capital and non-capital trials, appeals, and PCRA's during 2016, compared to 302 in 2015. As of December 31, 2016, 94 capital and non-capital PCRA's were awaiting counsel appointment.

## Post Trial Unit

The Post Trial Unit is responsible for the scheduling of Common Pleas Court and Municipal Court violation of probation hearings, GAGNON I and II hearings, sentencing and post-trial motions. In 2015, the Post Trial Unit began a new process to expedite disposition of probationers/parolees violation of probation hearings where there was a new arrest in instances where an offer is made and accepted. In 2016, 25,074 Common Pleas Court and Municipal Court violation of parole/probation hearings were scheduled by the Post Trial Unit. A majority (17,009) were scheduled for Gagnon 1 hearings before a Trial Commissioner. As a result of the Gagnon 1 hearings, 358 detainees were lifted.

## Courtroom Operations

Courtroom Operations schedules motions, sentencing hearings, probation violation hearings, and other activity associated Criminal Section. Courtroom Operations is also responsible for the Court of Common Pleas Video Program. As in years past, this program continues to expand the number of cases disposed via videoconferencing. increased from 4,200 in 2015 to 4,817 in 2016.

The Attorney/Client Video Interview Program was instituted in April 2011. In 2016, 719 State and County video interviews were scheduled resulting in the early disposition of almost 30% of these

matters. State and County matters scheduled via video yielded a transportation savings of \$459,552.

The Municipal Court Case Consolidation Program resulted in 3,017 Municipal Court cases being resolved in the Court of Common Pleas. Also, nearly 100 matters were scheduled pursuant to the Rule 631A Waiver Program (jury selection without the presence of the judge) which saved many hours of judicial time.

The Ready Pool Program addresses cases over 1,000 days old. At the inception of this program, the number of matters was nearly 900.

The volume of these cases has decreased by 330, in part, due to the program. The Daily Ready Case Pool Program which "spins" out ready cases on daily basis to available judges resulted in nearly 300 cases being disposed, rather than being continued to another date.

**The Daily Ready Case Pool Program... resulted in nearly 300 cases being disposed rather than continued to another date**

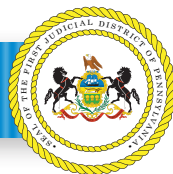
## Research And Development

The Research and Development (R&D) Unit expanded significantly in 2016. In March 2016, the unit doubled in staff size. going from one sole researcher for the entire Criminal Section to two in March 2016. As part of the MacArthur Safety and Justice Challenge Implementation Phase grant that was awarded to Philadelphia's justice partners, the unit doubled again. Two full-time researchers joined the department in October of 2016, resulting in four, full-time staff for R&D.

This Unit generates product for the Trial Division-Criminal, Municipal Court, Court Administration, and the MacArthur reform initiatives on a monthly basis. At any time, the department has roughly 40 active projects ranging from monthly reports to unique requests from leadership. Dr. Henderson is the lead of Data initiatives for the MacArthur reforms, and the entire department participates in several committees working on MacArthur initiatives.

This year brought the acquisition of Tableau, which is a sophisticated, data-blending software allowing users to create interactive dashboards to monitor various data points of interest. Tableau





permits researchers to use data from multiple justice partners to create reports on the MacArthur reform strategies. The department hosted training sessions and created an online learning community for other units in the First Judicial District that acquired Tableau. All staff remain actively engaged with leadership and justice partners to improve data integrity and data sharing practices that result in more accurate and detailed information for decision-makers.

## Pretrial Services

The First Judicial District of Pennsylvania's Pretrial Services Department had a successful 2016. Pretrial Services saw a significant change in the Bail Interviewing Unit in 2016. Prior to December 28, 2015, this unit was populated exclusively by part-time staff, but now there are only full-time employees. With this change, dramatic improvements were experienced as the unit became more productive and efficient.

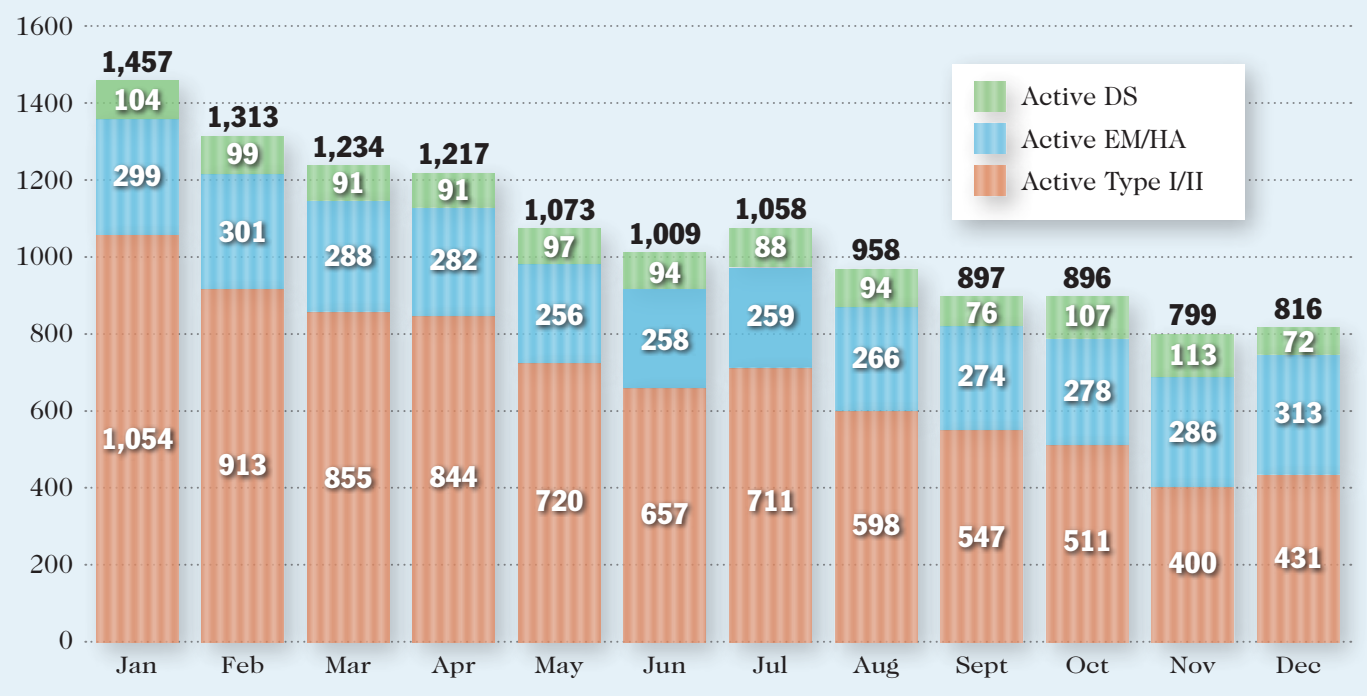
In 2016, there were 33,480 defendants interviewed. In 2015, 41.76% of residential addresses were verified, which improved to 53.03% in 2016. In 2015, the unit obtained email addresses during only 22.73% of interviews, and in 2016, that soared to 50.79%. This data assists the court, pretrial supervision, and an array of other justice partners as a case moves through the system. With the addition of interpreter services in May, 2016, only 20.2% of interviews waived were due to language barriers as compared to 38.6% in 2015.

Pretrial Services experienced a decrease in the total number of defendants on pretrial supervision. The decline was mainly due to the significant reduction of those supervised on Type I and Type II releases, which corresponds to the reduction of arrests in Philadelphia in 2016. There was an increase in the number of those on Direct Supervision Pretrial Electronic Monitoring.

The Pretrial Services Electronic Monitoring (EM) Unit, which is a 24/7 operation, had a notable 2016. In 2015, the average number of days in custody prior to being placed on EM was 37

## Bail Supervision

Criminal Trial Division | Pretrial Services





days, which fell to 22 days in 2016; on average, defendants' stays in prison have been reduced by over 2 weeks. The goal is to continue to reduce this number with the execution of a new EM contract resulting in the acquisition of updated equipment and technology that allows the process to be expedited even further. In 2016, the EM Monitoring Room fielded 54,280 total alerts, while the Field Team completed 1,658 EM installations, 1,381 field interviews, and 1,487 maintenance requests.

The Pretrial Services Data Verification Unit is also a 24/7 with significant figures to report. The unit had 1,975 NCIC inquiries that required a response and Pretrial Bench Warrant Court employees assisted in disposing 3,278 bench warrants in the surrender room and 6,607 from the jail.

Throughout 2016, Pretrial Services was heavily involved in The MacArthur Foundation's Safety and Justice Challenge. Philadelphia's Justice Partners and the City was awarded \$3.5 million for multiple initiatives, several of which fall under the purview of the Pretrial Services Department. An RFP for new electronic monitoring hardware and software was closed in early 2016, and the execution of the contract is expected during 2017.

Pretrial also participated in the MacArthur supported development of Municipal Court's Early Bail Review Program in which a subset of defendants are given bail reviews automatically after 5 days in jail. Pretrial staff prepare a report which includes each defendant's success or failure with pretrial in the past, as well as failure to appear history for the court's consideration. As part of this program, Pretrial Services received funding from MacArthur for an additional Pretrial Officer to supervise those being released from these hearings.

Additionally, this grant allows Pretrial Services to create a home grown, state of the art risk tool to be used to determine a defendant's risk of failing to appear in

court and risk of reoffending while in pretrial posture. Additional initiatives were funded for Pretrial that will begin in 2017, and 2018, which include additional staffing for Pretrial Supervision of defendants, a needs assessment, and additional employees for the growing Electronic Monitoring Unit.

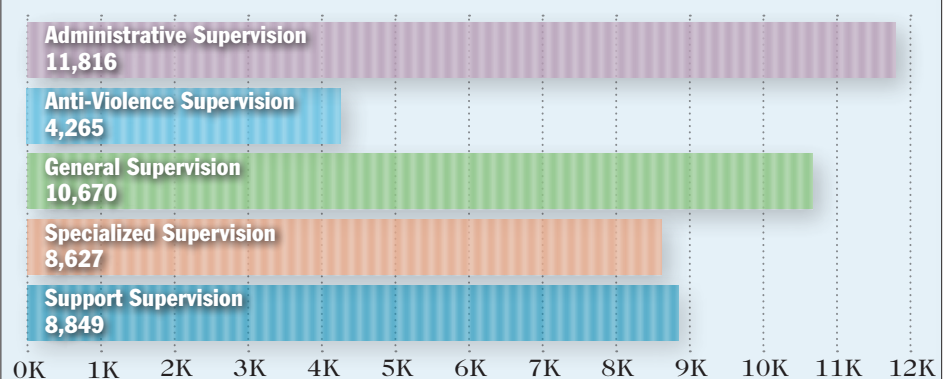
## Adult Probation And Parole

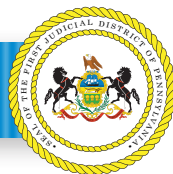
The past year for the Adult Probation and Parole Department (APPD) was one of great accomplishment. The dedicated work of APPD's Officers, Supervisors, and Administrators continues its mission of serving the community through the implementation of evidence-based practices. In addition to its internal functions, APPD pursues these goals by forming and sustaining strong partnerships with criminal justice agencies, treatment providers, academics, and community organizations.

In 2016, APPD made great strides towards its goal of strengthening adherence to Risk-Need-Responsivity (RNR) principles in its daily practices. APPD's renowned risk tool, created through collaboration with University of Pennsylvania to produce on demand predictions of probationer and parolee reoffending likelihood, was reconstructed with newer data and an expanded number of predictors. The latest version of the tool was installed in May of 2016, and allows the APPD to continue effectively and efficiently allocating its supervision resources

### Active APPD Offenders

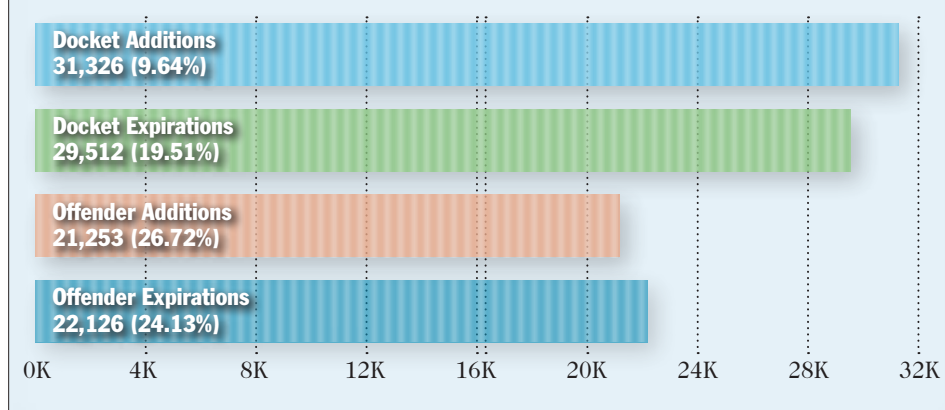
Criminal Trial Division | Adult Probation and Parole | Population by Division





## APPD Inventory

Criminal Trial Division | Adult Probation and Parole



in a systematic and data-driven fashion. Officers were also trained and began performing comprehensive assessments of criminogenic needs using a new customized tool, developed in conjunction with George Mason University. The information gleaned from these assessments assists Officers in making service referrals. It also is used by Officers and offenders as they collaborate to construct their case plans. APPD has strengthened its ability to support and sustain needs assessment and case plan development by preparing Supervisors and Officers to be Motivational Interviewing trainers.

APPD is also a dedicated participant in Philadelphia's initiatives under the MacArthur Foundation's Safety and Justice Challenge. The APPD's goals of promoting public safety and supporting the successful reintegration of former offenders closely align with the Challenge's aims to reduce the City's prison population and the disproportionate number of incarcerated minorities. Through collaboration with other criminal justice agencies and Challenge participants, APPD developed two new initiatives to support the endeavor: the Detainer Alternative Program (DAP), which provides eligible, non-specialized offenders the opportunity to engage or reengage in substance abuse treatment to address their needs in lieu of incarceration, and the Violation Electronic Monitoring (VEM) Program, which allows eligible offenders currently incarcerated on an APPD detainer to be released to electronic

monitoring pending the disposition of their violation matters. Both efforts will be initiated in earnest in 2017.

In addition to these new initiatives, APPD has continued its involvement in the following collaborative projects: the Delaware Valley Intelligence Center (DVIC), New Leash on Life, Goldring Initiative (GRI), Second Chance Act, Severely Mentally Ill initiative, Prisoner Reentry Enhanced Accountability Testing Study (PREATS), MENTOR Program, and Philadelphia Reentry Coalition.

Each year APPD strives to be at the forefront in the field of community corrections. It does this by maintaining excellent standards of supervision, while continually evolving to improve its operations and ultimate impact on community safety.

## Re-Entry Programs

In 2016, the Court of Common Pleas continued its efforts to work with the following organizations as ex-offenders transition to community settings:

## Future Forward

The one-year program targets individuals, 24 years of age or older, interested in obtaining college credits. The program is limited to Philadelphia residents with a high school degree or GED. After completing testing and financial aid requirements, individuals remain offered admission to Community College of Philadelphia. In 2016, six participants enrolled, one was moved to Drug Treatment Court, and four are active in the program.

## New Leash on Life

Inmates in the Philadelphia Department of Prisons participate in a rigorous 12-week program to train dogs rescued from animal shelters. The 48 participants receive six hours of dog training and





24 hours of animal care workshops and 108 hours of life and job skills workshops.

### Roots to Re-entry

The Roots to Re-entry program is a multi-partner collaboration with the Pennsylvania Horticultural Society. Inmates in the Philadelphia Department of Prisons are trained in gardening and landscape management. The program has 26 participants.

### State Reentry Court

The State Parole Re-entry Program is designed as an intensive parole program for at risk parolees. The parolees appear once a month in court before the Honorable Sheila Woods-Skipper and the State Parole Board Chairman, Leo L. Dunn, Esquire. Statistics for 2016 include: 17 new admits, 12 graduates, 3 terminations, and 23 currently active participants.

## OFFICE OF JUDICIAL RECORDS

The Office of Judicial Records (OJR) is responsible for the records, books, and dockets for the Court, including civil, criminal, and juvenile cases.

### 2016 Summary

- \$85,012,945 collected and receipted
- \$9.56 million in fines, costs, and restitution
- \$33.1 million for bail
- \$42.35 million in civil filing fees and civil escrow payments
- \$164,5542 in legacy bail refunds escheated to Commonwealth of PA
- \$2.1 million in restitution disbursed
- \$10.4 million in bail refunds disbursed

### Office Of Judicial Records – Civil Section

The following are some department and statistical highlights of the civil section of OJR:

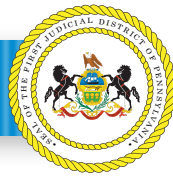
- Non-Discovery Motions/Petitions filed in 2016: 50,819
- Discovery Motions filed in 2016: 28,130
- More than 950,000 documents were stored in the case management system in 2016.
- E-Filing Review Office: In 2016, more than 530,000 filings were

reviewed and accepted for filing. A continued focus on cross-training to create a broader understanding of the Rules of Civil Procedure has allowed the staff to process most filings almost immediately upon receipt.

- Civil Filing Center: This department continued to evolve in 2016. Access and support continues to be a major focus. The department is providing clearer and more accurate forms and information while servicing any litigant who may not have the means to utilize the Civil Electronic Filing System. Working with local Law Schools like the University of Pennsylvania and Temple University, second and third year law students with OJR management have prepared proposed guides and forms. These documents have proven to be extremely useful to staff and self-represented litigants.

OJR Civil aims to create new and better ways to do business. In 2016, improvements in technology continued to increase the Office's efficiency. The following are a couple of projects that developed during 2016:

- The Administrative Office of Pennsylvania Courts (AOPC) selected Philadelphia County to undertake a pilot project to electronically transmit the official court record in cases on appeal to the Superior Court Prothonotary. The project has been overwhelmingly successful. Records are transmitted more efficiently and minimal error with the new electronic



process. In 2016, approximately 600 records and other related documents were electronically transmitted through the AOPC's PACFile electronic filing system.

- OJR began working with the representatives from the Commonwealth Department of Labor and Industry to develop an electronic exchange of data and documents to create lien records in lieu of a tediously manual paper process. Again, more efficiency, accuracy, and less personnel resources are the major benefits in this new process which began in mid-2016.

Looking ahead to 2017, OJR Civil will continue to work on its access to justice goals while creating forms and information tools while developing a Civil Help Center. Partnering with the legal community, the chief goal is to have a center that provides legal assistance that court staff are not permitted to provide. Continuing with access initiatives, OJR Civil has identified data standards while developing more effective means for storing and presenting the data. This development will provide the community and court personnel with more efficient and accurate ways to retrieve case, judgment and lien information. Finally, a major overhaul of the accounting functions of OJR Civil is in development. Sometime in early 2017, the Civil case management system will be fully integrated with all financial information related to each case. Coupled with a new accounting application, major efficiencies in daily reconciliations and disbursements among other tasks will be realized.

#### OJR Civil Summary

- Electronic filings are the most common payment method:  
88% of filings paid online
- Civil filings accounted for approximately 50% of total OJR revenue for 2016
- \$42.35 million collected in OJR Civil Division
  - \$28.01 in filing fees
  - \$14.31 million in escrow collections





## Office Of Judicial Records – Criminal Section

The OJR Criminal Section accepts bail payments, processes probation supervision fees, and collects court-ordered fines, costs, and restitution (F/C/R). Court fees and costs are disbursed according to legislative regulations. Restitution payments are disbursed to crime victims. OJR collaborates closely with numerous departments and units to not only maintain an updated record, but to also reflect any changes in conjunction with judicial orders, payment plans, and probation orders. For calendar year 2016, OJR Financial Services accounted for \$42.6 million in bail posting and collection of court assessments.

### Accounting Unit

For calendar year 2016, OJR collected \$9.56 million in fines, fees, and restitution. The Accounting Unit is responsible for the

**For calendar  
year 2016, OJR  
collected \$9.56  
million in fines,  
fees, and  
restitution**

majority of the F/C/R collections, processing \$7.2 mil. The Unit processes electronic payments, wage attachment payments, supervision fees, and bulk checks from correctional facilities.

Our Accounting Unit, located in the Stout Center for Criminal Justice also accepts payments during business hours and accounted for \$2.2 million in collection. As part of fiduciary responsibility, OJR also disburses funds collected.

### Bail Acceptance

OJR collects and posts funds in compliance with bail guidelines and judicial orders.

The Bail Acceptance Unit accounted for \$33.1 million in bail securities - approximately \$7.3 million more than in 2015. In 2016, 9,353 bail transactions were processed. Monetary bail is the most common method of payment, followed by professional bondsmen, and real estate bail.

## 2016 Accomplishments

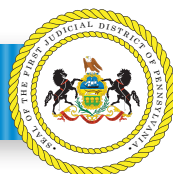
- Bail Acceptance Unit started accepting online bail payments through E-pay Bail. The Unit processed 650 E-pay Bail payments and receipted approximately \$700,000.
- The Accounting Unit escheated \$164,542 to the Treasury Department of PA in legacy bail refunds. The three-year project escheated a total of \$5.18 million for sureties to claim through the Treasury Department of PA.
- Standard Operating Procedures were finalized and a formal manual was created.
- Finance Unit, Civil is finalizing the new financial component in BANNER allowing for better accountability of assessing and receipting in civil case management system.
- Bail Acceptance created a database to maintain inventory of documents surrendered per court order.

The Office of Judicial Records Criminal Division (OJR Criminal) provides court clerks to the Adult Criminal and Juvenile divisions of the court. OJR Criminal is also responsible for maintaining files and dockets for criminal and juvenile cases.

**2016 was a year of accomplishment for OJR Criminal. Below are several of those accomplishments:**

- In conjunction with the Administrative Office of Pennsylvania Courts (AOPC), Juvenile Court, the Juvenile Probation Office, the District Attorney, the Public Defender and many other participants in the juvenile justice system, OJR went live with PACFile, which allows for pleading to be filed electronically by Juvenile Court system participants. Also, judges began to enter orders of court electronically through AOPC's Common Pleas Case Management System (CPCMS). This exciting project greatly enhances the efficiency of case processing in Juvenile Court.





- Bail Forfeiture records were cleaned, and new procedures were put into place for the entry of judgments.
  - Appeals are now being submitted to Superior Court electronically. Approximately 125 cases/month are appealed. The electronic procedure eliminates hours of documentation preparation and transmittal of paper files to Superior Court. Additionally notes of testimony are being directly filed by the Court Reporters to Superior Court.
  - Early Parole Petitions are now processed electronically. OJR worked with FJD's IT Department, the Court, the Public Defender, the District Attorney, and the Philadelphia Prison System to expedite the release of defendants who are granted early parole.
  - The Philadelphia Prison System was granted access to review court files electronically.
  - OJR developed an electronical submittal protocol to the Pennsylvania Parole Board Juvenile Lifers Sentenced without the Possibility of Parole (JLSWOP).
  - The ePay system continued to expand. OJR worked with the City of Philadelphia IT Department, the Philadelphia Police and the Public Defender to place a kiosk in the Roundhouse to allow for credit card payments of bail by defendants who have been arraigned.
  - Continuance procedures were altered to allow for better statistical accounting. This allows for better tracking of case status, and is an important step in the MacArthur Foundation's review of business practices.
  - Act 5, which allows for the sealing of certain types of criminal cases, was implemented. OJR worked with FJD's IT Department to ensure that the Document Management System (DMS) conformed to the new Act.
  - Civil Forfeiture and Return of Property procedures were evaluated and reformed.
  - Mental Health Evaluations and Presentence Evaluations are now processed electronically.
- Looking ahead to 2017, OJR Criminal will continue to strive to improve business processes. Particularly exciting projects for 2017 include entry of electronic orders in Criminal Court and enacting new procedures on the storage and maintenance of files and evidence. OJR Criminal continues to reach out to its criminal justice partners to achieve its goals.



## FAMILY COURT DIVISION ■







## MESSAGE FROM THE ADMINISTRATIVE JUDGE *Margaret T. Murphy*



**O**n behalf of the dedicated Judges, Administrators and Staff of Philadelphia Family Court, Supervising Judge Walter J. Olszewski and I are very pleased to present

Family Court's 2016 Annual Report. On a daily basis, approximately 4,500 people enter our state-of-the art Courthouse, to address their most personal and sensitive issues, ranging from matters involving domestic violence, child abuse or neglect, delinquent and dependent children, custody of children, support for children and families, divorce and adoption proceedings.

We serve the most vulnerable and at risk children and families

in Philadelphia, and we strive to provide each child and family with innovative programs and resources to meet their unique, varied and often complex needs. Our report highlights some of the measures

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we have implemented in our various units and departments, in order to provide greater access to justice to so many in need of our assistance. The successes we have achieved in Family Court are a result of the efforts of our committed Judges and employees, who work collaboratively with our stakeholders and partners, and who together seek to improve the quality of justice in Philadelphia.

We look forward to continuing to serve the children and our families in Philadelphia, as part of the First Judicial District of Pennsylvania.

Portrait Photo by Anthony Leonardo

*Led by Administrative Judge Margaret T. Murphy and Supervising Judge Walter J. Olszewski, the Family Division, as part of the First Judicial District, consists of the Juvenile Branch and Domestic Relations Branch. Twenty-three (23) judges are assigned to Family Court and approximately 800 full-time employees. This report will provide some highlights of the day-to-day operation of the Philadelphia Family Court. Philadelphia continues to be a model court in both the Juvenile Branch and Domestic Relations Branch by implementing widespread reforms that are both fiscally and socially responsible.*







## JUVENILE BRANCH

**T**he Juvenile Branch has jurisdiction over delinquency, dependency, truancy, termination of parental rights, and adoption proceedings. Juvenile Branch judges also

preside over criminal matters involving juvenile victims and adult defendants.

Deputy Court Administrator (DCA) Mario D'Adamo, Esq. manages the overall operation of the Juvenile Branch, including building operations. DCA D'Adamo is also responsible for carrying out initiatives identified by the Court Administrator of

the FJD, in addition to working directly with the Administrative Judge and Supervising Judge of Family Court. Chief of Court Operations Kathy Grasela, administers all court operations, including

**To lessen the caseload of our judges and to meet AOPC timelines, masters specializing in the areas of delinquency, dependency, and truancy assist our judges in hearing cases.**

all of the budgetary aspects of Family Court. Chief of Juvenile Probation, Faustino Castro-Jimenez, oversees the Juvenile Probation Department along with Deputy Chief Bennie Price, who directs

the daily functions of the department. The Juvenile Branch judicial component consists of ten (10) judges and two (2) senior judges. Five (5) of the masters are stationed in the courthouse; one (1) to preside over delinquency hearings, and four (4) to preside over dependency matters. Our judicial reach is also extended by assigning four (4)

masters at regional courts for truancy hearings and one (1) at the Philadelphia Juvenile Justice Services Center (PJJSC) for pretrial and detention hearings.

### Juvenile Probation Department

Justice is best served when the community, victim and youth receive balanced attention and all gain tangible outcomes from their interaction with Juvenile Probation. When crimes occur, it is not an isolated phenomenon, but affects the entire community. Therefore, the mission of the Juvenile Justice System is to protect the community from delinquency; to impose accountability for offenses committed, and restoration of the victim. Consequently, there are three clients- the community, the victim, and the offender, whom shall receive equal consideration from the Juvenile Justice System in order to reduce crime and restore order. Family Court is committed to employing trauma-informed and evidence-based practices to identify appropriate treatment services for juvenile offenders, in order to provide them with the opportunity to achieve positive change and to reduce recidivism.

### Juvenile Probation Overview

Juvenile Probation continues to demonstrate innovation in its undertaking of various policy reforms and proven evidence based prac-

tices. One of the concepts that came to realization was the creation of an Evening Reporting Center for adjudicated youth as an alternative to residential placement. This new community based endeavor will further strengthen youth prosocial opportunities through strength-based programming. Moreover, related initiatives such as the Juvenile Detention Alternatives Initiative (JDAI) continue to help Philadelphia make tremendous strides to decrease the use of secure confinement. This is evidenced by:

- Consistent and remarkable decreases in arrests for juvenile court in 2016, as shown by a 19.84% decrease in total arrests, and a 12.31% decrease in the number of delinquency petitions docketed;
- Reductions in the number of youth admitted to the Philadelphia Juvenile Justice Services Center (PJJSC), and decreases in the length of time spent in detention - which on average in 2016 was 15 days; and
- Steadfast diversionary efforts that were supported through Court and stakeholder programs that collectively diverted more than 700 youth from penetrating the juvenile justice system.



Further, in closer review of calendar year 2016 accomplishments for cases closed in the Pennsylvania Juvenile Case Management System (PaJCMS) data, we find that:

- Over 28,000 of meaningful community service hours were completed by youth all across neighborhoods around the City of Philadelphia;
- More than \$156,000 was collected in restitution for victims of juvenile crime;
- 2,912 Youth Level of Service (YLS) assessments were conducted to properly determine the dosage and duration of services based on youth risk levels and criminogenic needs; and
- 39,683 successful contacts with youth and families through office, school, residential, and community site visits.

Finally, the department continues to encourage all youth under supervision to maximize their academic potential. In 2016,

272 youth were awarded a High School Diploma and 100 youth earned their GED Certificates while in residential care.

## **Probation Operation Management Team Committees and Collaborations**

Philadelphia's Juvenile Probation Management Team is involved in several collaborations and committee meetings throughout the county and the state of Pennsylvania. Members of the Management Team are committed to improving outcomes for Philadelphia's most vulnerable youth. It is therefore important to engage stakeholders who also have a vested interest in improving the lives of our young people. The following are committees that further Juvenile Probation's mission. Statewide committees include; the Juvenile Court Judge's Commission (JCJC) Technology Committee, Graduated Response, Regional Planning

Committee, the Pennsylvania Justice Network, and the Pennsylvania System of Care Collaboration. Collaboration from each county Juvenile Probation department is instrumental to these committees by merging ideas and policies. Management Team members attend the following county committee and collaboration meetings; the 100 Day Challenge- preventing young adult homelessness, the Second Chance Act Grant, Youth Fatality Review, Re-entry Program, Juvenile Treatment Court Steering Committee, the Juvenile Detention Alternative Initiative and Disproportionate Minority Contact Task Force, Victim and Community Support, the STOP/ Domestic Violence Law Enforcement Collaboration, the



*Probation Management Team. Back row from Left: Deputy Director William Cooney, Chief of Juvenile Probation Faustino Castro-Jimenez, Deputy Chief Bennie E. Price, Deputy Director John Burns. Front row from Left: Deputy Director Nancy C. Magowan, Deputy Director Amy Warner, Coordinator Miriam Prioleau.*



*Honorary Probation Award presented to the Honorable Frank A. Reynolds*

Violent Injury Collaboration, Focused Deterrence, the Youth Violence Reduction Partnership, and ongoing collaborative meetings with Philadelphia Police.

In 2016 Philadelphia Juvenile Probation had the opportunity and privilege to work alongside The Honorable Frank Reynolds in a brand new capacity as Judicial Liaison. Assigned by Administrative Judge Murphy in this innovative role, Judge Reynolds applied his extensive judicial experience by conducting administrative conferences with juveniles and families as an intervention for non-compliance to community supervision. These interventions were associated with the department's Graduated Response Approach and allowed the juvenile a forum to discuss any obstacles that may be contributing to their non-compliance with court ordered conditions.

## Supervision

### Community Supervision

Community Based Probation is the first intervention for juveniles who have been arrested and deemed ineligible for diversion and preventative services programs. Currently there are five (5) community based probation units covering the City of Philadelphia by zip code. There are 32 Probation Officers assigned to the geographic units providing direct supervision to 734 juveniles in the community, with an average caseload of 23 cases. The average caseload is in line with the Juvenile Court Judges Commission standards of 25 cases per Probation Officer. In 2015, the community based districts were supervising 1,008 juveniles, averaging 32 cases per probation officer, a 27% decrease for 2016. This decrease is in line with the 12% reduction in court dockets (in 2016 2,158 petitions were docketed in comparison to 2,461 for 2015.). Community based supervision caseloads continue to decrease due to numerous factors such as diversionary efforts, enhanced supervision utilizing promising practices and evidence based solutions, and more accountability placed on service agencies that provide supports and care for our youth.



*Probation Officer of the Year awarded to Probation Officer Andrew Schwab*

Supervision contacts are utilized to effectively monitor a juvenile on probation within the community. Community based Probation Officers conducted 20,333 supervision contacts with juveniles and families in 2016. This averages around 635 supervision contacts per Juvenile Probation Officer. In accordance with the policy for the Youth Level of Service (YLS), a Juvenile Probation





Officers (JPO) is required to conduct a specific number of visits for each juvenile per month depending on the level of risk. In 2016, 56 % of the youth on Juvenile Probation were deemed moderate risk.

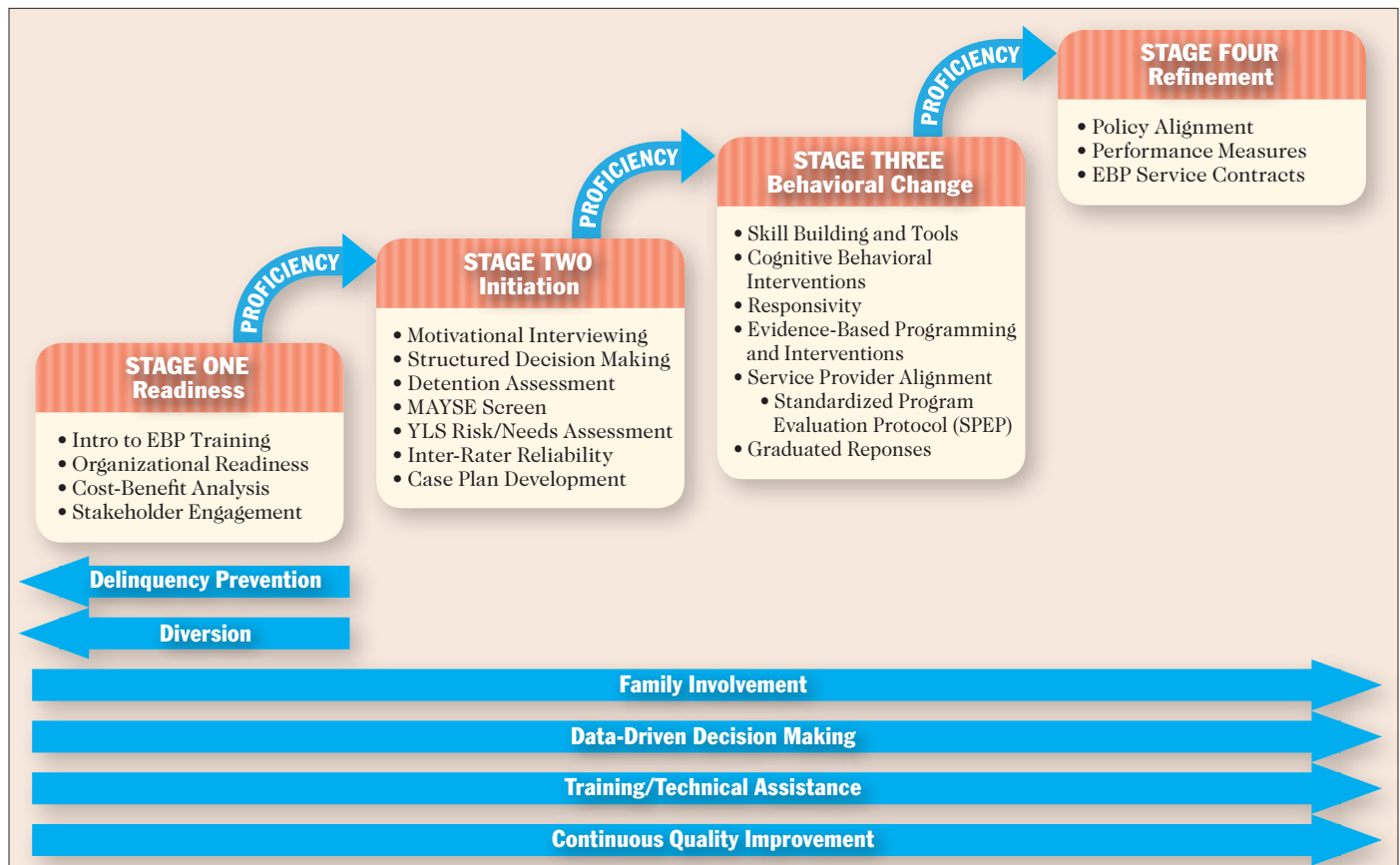
Philadelphia Juvenile Probation is committed to providing evidence based practices relative to the most current and valid research findings. In 2009, Pennsylvania took the initiative and developed the Juvenile Justice Systems Enhancement Strategies (JJSES). JJSES has four stages (see below) to assist local jurisdictions to effectively implement evidence based practices. Evidence based practice is the application of evidence from research studies to inform decision making within processes and systems. Research has taught us that when

applying effective evidence based practices, there is a reduction in recidivism. During stage two of the JJSES, Philadelphia implemented the use of an evidence based risk assessment tool, the Youth

Level of Service (YLS). This instrument assists the Probation Officers by determining the top criminogenic needs and with a services matrix, JPOs' can refer youth to community based agencies that will address the criminogenic needs. The YLS aids the JPO in determining the amount of supervision contacts that a juvenile requires depending on the

juvenile's level of risk; low, moderate, high and very high. This prevents JPOs from overwhelming juveniles with too many services and supervision, as research has shown that providing too many

**In 2016, 272 youth were awarded a High School Diploma, and 100 youth earned their GED Certificate while in residential care.**





services to a youth can be detrimental to their progression on supervision. In 2016, Philadelphia Juvenile Probation conducted 2,912 YLS assessments with 37% of the juvenile population at a low level of risk to reoffend, 56% at a moderate level of risk to reoffend, 7% at a high level of risk to reoffend and less than 1% at a very high risk to reoffend.

A juvenile's risk is assessed by an interview asking questions around 8 criminogenic needs, prior and Current Offenses, Family Circumstances/Par-

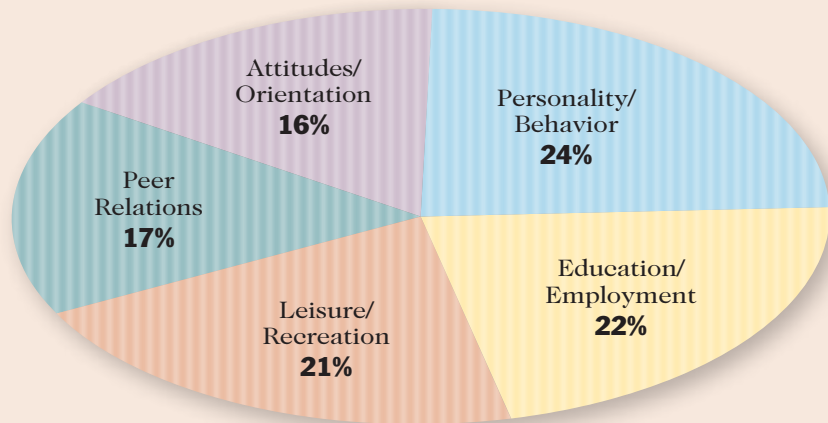
enting, Education/Employment, Peer Relations, Substance Abuse, Leisure/Recreation, Personality/Behavior, and Attitudes/Orientation. The above chart shows the overall percentage for the majority of the criminogenic needs for youth on probation in Philadelphia.

When looking at criminogenic needs, the chart above indicates on average, the top 5 criminogenic needs for juveniles on probation in Philadelphia. Identifying the criminogenic needs assists the JPO in selecting the appropriate community based resources that offer services.

## Residential Supervision

The Residential Service Units (RSU) supervises youth from placement to discharge with aftercare probation supervision upon reentry to communities. Juvenile Probation Officers (JPO) assigned to RSU manage, supervise and monitor youth in placement for treatment and rehabilitation. The JPO is required to travel to private and state residential facilities, visit homes, schools and community-based services to meet with youth, their families and support service staff to monitor progress and compliance. Residential JPOs conducted 19,350 visits/contacts in 2016 to review compliance and progress of court orders while providing necessary support and guidance for youth and their families to sustain successes and address setbacks.

**Top Five Criminogenic Needs**



The JPO visits facilities to meet with stakeholders to ensure youth are achieving their treatment, rehabilitation, and academic goals. These visits also ensure the youth's criminogenic needs, according to their Youth Level of Service (YLS), are the principal focus of treatment. The average length of stay for out-of-home placement for youth to reach their treatment goals was 12 months

During the out-of-home placement, Balance and Restorative Justice (BARJ) principles are implemented so youth can begin to restore the harm they may have caused while also improving their life skills. For competency, youth continue to focus on, and develop, their academic goals. JPOs stress to youth in care the importance of educational advancements for future successes. In some residential programs youth were able to study college courses online in pursuit of a higher education. Youth were also provided an opportunity to participate in vocational programs. Most residential programs are affiliates of the Pennsylvania Academic Career Technical Training (PACTT) alliance which endorses vocational classes and soft skills to strengthen a youth's employment prospects.

Our dedicated JPOs continue to work tirelessly with youth, their families and stakeholders to support, guide and strengthen the lives of young people from placement to reentry so all can live in a safe and healthy community.



## Global Positioning System (GPS) Program

The GPS Unit has continued to monitor youth to address all aspects of Balanced and Restorative Justice Principles (BARJ) which include community protection, victim awareness, and youth accountability. The GPS Unit is a valuable resource available to the Family Court of Philadelphia in that it provides youth an alternative to secure detention or placement, and the opportunity to remain safely in their communities.

The GPS Unit monitors youth with delinquent matters. Specialized Supervision is provided to Juvenile Treatment Court participants, YVRP high risk youth offenders, the Juvenile Enforcement Team Unit, Philadelphia Youth Advocacy Partners' (Pre) Evening Reporting Center (ERC), and Northeast Treatment Center's Post Evening Reporting Center.

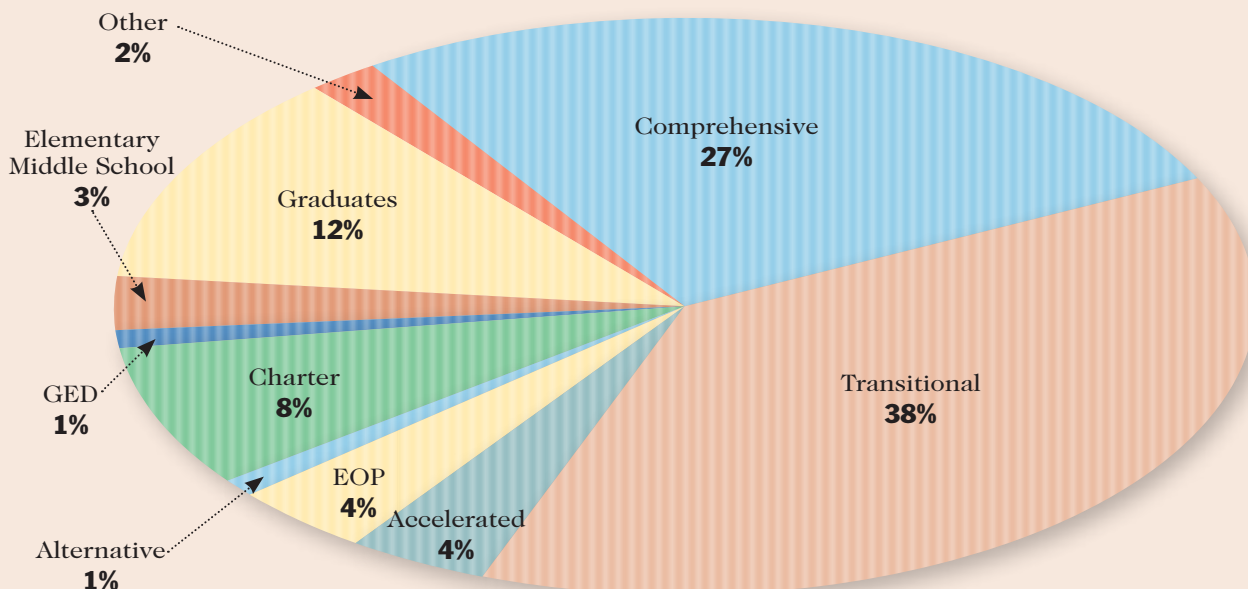
A total of 1374 youth were monitored by the GPS Unit in 2016. Hypothetically, if we multiply the number of youth placed on GPS as an alternative to detention (707) by the following; the average daily per diems for the Juvenile Justice Services Center and Community

Based Shelters is \$549.64, and the average length of stay in the Juvenile Justice Services Center and Community Based Shelters is 17.39 days – the total cost would be \$6,757,675.40 for the 707 youth if they would have been detained. However, given that they were released on GPS at a \$7.15 per diem rate and using the 17.39 average days of stay for the 707 youth, the cost was \$87,907.32. Subtracting the GPS cost from the secure detention cost, we may say that Family Court's GPS program saved the City of Philadelphia \$6,669,768.08.

## Student Transitional Center

The Juvenile Probation School District Probation Liaison (SDLP) continues to partnership with the Philadelphia School District (PSD) to assess youth's educational needs. The Student Transitional Center (STC), at the PSD, is the link between residential placement and youth returning to their neighborhood school. The SDLP and STC staff work collaboratively to evaluate school transcripts academic credits and Individual Educational Plans, so youth are assigned to

### 2016 Referrals







the most appropriate academic setting in their community.

The STC and SDPL processed 476 intakes in calendar year 2016. Of the 476 youth reporting to the STC, 309 youth were assigned to a Comprehensive or a Transitional School to achieve their academic goal for a high school diploma or a GED Certificate. The remaining 167 youth were assigned to other school settings or reported completing their educational requirements.

## Private Criminal Complaints

Diversification Programs continue to be an integral part of Juvenile Probation. The Private Criminal Complaint (PCC) Office implements mediation to resolve situations without police involvement. Juvenile Probation continues to offer youth and families the ability to file with PCC to formulate a resolution to their complaint. PCC utilizes mediation practices for youth between the ages of 10-17, where a youth allegedly committed a criminal act. Mediation practices are applied to resolve matters so cases are not moved to a formal court hearing. PCC reviews all allegations, assesses for accountability, discusses options and goals, and recommends community based services to resolve the conflict in a peaceful, safe manner. In 2016, there were 635 complaints filed with the PCC office. Of the 635 complaints recorded, 488 were scheduled for a hearing and resolved through mediation. The mediation process is reinforced with referrals to our prevention services unit so youth and families have additional support through community based services. PCC continues to assist the public in resolving complaints, operating efficiently and producing successful outcomes through mediation practices.

## Grant Awards

### Opportunities in Career and Technical Education Project (OCTE)

By way of letters of support, Administrative Judge Margaret T. Murphy and the Juvenile Probation Department aided in the

application of a grant designed to provide juvenile-justice involved youth the skill sets and credentials they need to obtain Career and Technical Education (CTE) credits. The School District of Philadelphia Opportunity Network Schools, Philadelphia Juvenile Justice Services Center School (PJJSCS) and Pennypack House School were awarded the competitive grant from the United States Department of Education (USDOE). CTE will administer effective

and successful reentry services, and prepare youth for post-release CTE and employment training opportunities. Through the program which was fully funded in the amount of \$945,000 over the course of three years it is expected to reduce recidivism, provide career pathways, and foster social emotional intel-

ligence. The department looks forward to working to strong outcomes from this collaborative effort and academic endeavor.

## Federal Second Chance Act Grant

Along with three other Pennsylvania Counties, Philadelphia applied and was awarded, in part, a grant from the Office of Juvenile Justice and Delinquency Programs (OJJDP). The grant that was received from OJJDP will continue to support Philadelphia's efforts in reducing recidivism for older youth returning from state-run residential care facilities. The project's thrust endeavors to maximize interventions while employing strategies that will assist youth successfully transition to the city's work force.

## Initiatives

### Bench Warrant Project

In 2016, there were over 800 active juvenile warrants in the court system. By analyzing various computer databases and warrant initiatives, it was realized that this number could be dramatically reduced. Over the course of 2016, a Bench Warrant Project was conducted by the Juvenile Probation Department along with the Philadelphia District Attorney's Office and the Philadelphia Police Department.



A thorough examination of cross computer systems were evaluated, and a continued effort by the Armed Officer Units to apprehend juvenile warrants ensued. At the end of 2016, with support from Supervising Judge Walter Olszewski with administrative intervention, the total juvenile bench warrant count was reduced to 320. This project ensured that the proper focus was being placed on high risk juveniles, and it also reduced the likelihood of past probationers being improperly stopped by law enforcement.



*Juvenile Probation Officers: Andrew Schwab, Daniel Murtagh, Angela Cosenza, Katelyn Friess, and Joseph Parham*

## Sports for Juvenile Justice (SJJ)

In 2011, the US Attorney's Office and Juvenile Probation collaborated on a creative effort to tailor a unique sports program for youth who were under court supervision. This unique sports program created a partnership with local agencies to enlist our youth in non-traditional sports such as Golf, Tennis, Martial Arts, and Softball. The premise of the program was to introduce youth to non-traditional sports as a way to foster social skills, team work, self-esteem and discipline. In the current 2016-17 fiscal year (from July – present), SJJ has already provided sports programming to 197 court involved youth, amounting to 725 total hours of instruction provided.



*Cradles to Crayons October 2016 volunteer event*

## Community Outreach

In August, 2016, the Juvenile Probation Department held a Back to School Supplies Drive. The department was again able to give back to youth on supervision who may not have been able to secure the necessary items for a successful school year. Items such as book bags, notebooks, folders, and pens were donated by the Juvenile Probation Officers, and subsequently, given back to the local community. The donated items were then distributed to a first grade classroom at General Philip Kearny's Elementary School.

In special recognition of Pennsylvania's Juvenile Justice System and its work with juveniles, victims, and communities, Governor Tom Wolf declared October 2-8, 2016 as Juvenile Justice Week. As part of Juvenile Justice Week, Juvenile Probation held two community outreach events, a day of service at the Cradles to Crayons Warehouse and the Annual Fall Classic All-Star Basketball game.

The Philadelphia Juvenile Probation Department participated in a volunteer event in October 2016 at Cradles to Crayons' warehouse. Cradle to Crayons provides children from birth to age 12, living in low- income and homeless situations, with the essential items they need to thrive – at home, at school and at play. Probation staff worked together sorting and processing donated chil-



dren's items to make customized "kid packs" that help disadvantaged children around the Greater Philadelphia region.

Also in October of 2016, the Annual Fall Classic All Star Basketball game was held at the Martin Luther King Recreation Center. Philadelphia Juvenile Probation Officers played against Philadelphia Providers' League Youth All Stars. This annual community event also served as a Halloween candy drive for the local community. Several of the local universities donated tickets and university apparel

for youth attending the event. The donations really helped the 3rd Annual Basketball Game truly become a special endeavor. The event helps to continue to forge relations between the department and our communities. <https://spiritnews.org/articles/fall-classic-basketball-game-tips-off-juvenile-justice-week/>

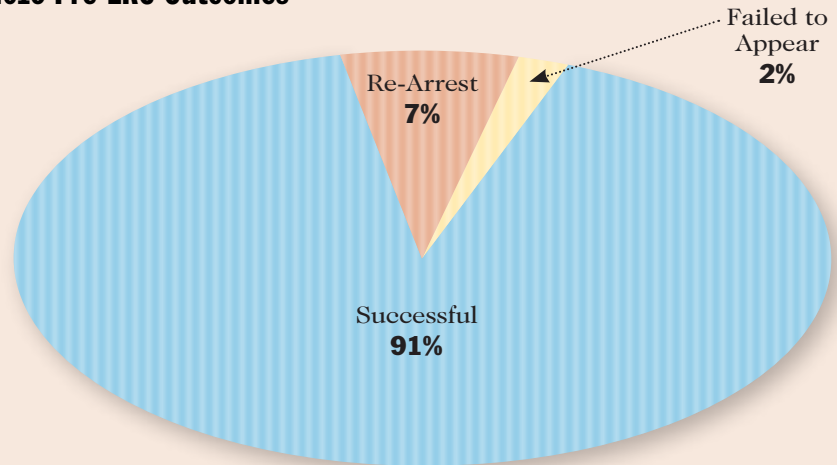
### Alternative to Secure Detention

Evening Reporting Centers (ERC's) are community based alternatives to secure confinement. ERC programs are based on a sound understanding of adolescent developmental research



*Annual Fall Classic All Star Basketball game*

### 2016 Pre-ERC Outcomes



which urges us as practitioners to consider all the ways in which a teenager's brain is fundamentally different from an adult. These programs aim to provide youth with prosocial opportunities to develop autonomous decision-making and critical thinking skills through strength-based programming.

For the Pre-adjudicatory Evening Reporting Center, the primary two objectives are to promote court appearances and reduce the likelihood of re-arrests while allowing youth to remain at home and continue to attend their neighborhood school. Eligibility for the program is largely determined by the Pennsylvania Detention Risk Assessment Instrument which informs the intake unit and Master at the Philadelphia Juvenile Justice Services Center (PJJSC) which youth are at a low, moderate, or high risk to re-offend or fail-to-appear in the pre-adjudicatory period. This ERC has the ability to service 20 youth, male or female, and provide gender-specific programming. For 2016 the program serviced 84 youth, had an average length of stay of 69.5 days and reported a 91% overall success rate.

In February 2016 the Juvenile Probation Department in conjunction with DHS launched a second Evening Reporting Center for adjudicated youth on probation who needed highly structured and well supervised group activities during high risk time periods.





| <b>Post ERC Early Outcome Data</b> |              |
|------------------------------------|--------------|
| Youth Serviced:                    | <b>68</b>    |
| Average Daily Attendance           | <b>96.9%</b> |
| Average Age:                       | <b>16.95</b> |
| Average Length of Stay:            | <b>109</b>   |
| Re-arrest:                         | <b>3%</b>    |

There were 68 youth serviced in 2016, and thus far 7 youth successfully completed the six month pilot program earning their discharged from supervision entirely.

The Post-ERC runs five-days-per-week and alternates Saturdays with 55% of youth also receiving additional therapeutic services. See above for year to date outcome data:

## Expungements

The number of expungements in 2016 increased in comparison to 2015, as a result of additional collaboration and updated processing. In 2015, there were 885 dockets expunged; however, in 2016 1,214 dockets were expunged, which is a 37% increase. This increase was due to a special expungement project focusing on 21 year olds.

This significant increase is the result of Juvenile Probation's collaboration with the Public Defender's Association, the District Attorney's Office and the updating of the electronic processing of juveniles eligible for expungement. The dockets eligible expungement for juveniles who completed their requirements for the Youth Aid Panel, Juvenile Treatment Court, or received an Informal Adjustment are reviewed and the approved dockets are administratively expunged.

| <b>Process</b>                                | <b>Granted</b> | <b>YAP- Informal Adjustments</b> | <b>Juvenile Treatment Court</b> | <b>Total</b> |
|---|----------------|----------------------------------|---------------------------------|--------------|
| General Process - Filed                       | 503            | —                                | 17                              | <b>520</b>   |
| Electronic Process - Informal Adjustments     | —              | 193                              | —                               | <b>193</b>   |
| Electronic Process - Youth Aid Panel          | —              | 217                              | —                               | <b>217</b>   |
| Electronic Process - Open Cases - 21 yr. olds | 284            | —                                | —                               | <b>284</b>   |
| <b>Total</b>                                  | <b>787</b>     | <b>410</b>                       | <b>17</b>                       | <b>1,214</b> |

## Public Safety



Juvenile Probation continued its partnership with local, state, and federal law enforcement agencies in 2016. The department remains committed to Balanced and Restorative Justice Principles. The Armed Officer Units namely the Youth Violence Reduction Partners (YVRP) and the Juvenile Enforcement Team (JET) allows the department to maintain a balanced commitment to both its social service focus and its law enforcement obligation. Through its Armed Officer Units, Philadelphia Juvenile Probation is able to focus on the most

at-risk youth in our communities. During the reporting period of 2016, the Armed Officer Units of the First Judicial District's Juvenile Probation Department have worked collaboratively to yield 1,249 total enforcement actions carried out by both JET and YVRP. These actions consisted of warrant attempts, searches, debriefing interviews, area patrols, and other actions.

In 2016 JET continued its collaboration with law enforcement agencies which includes but is not limited to, the Philadelphia Police Department, the Southeastern Transportation Authority Police (SEPTA), the Office of the District Attorney of Philadelphia, US Marshals, Federal Bureau of Investigations, and a multitude of



neighboring county Police Departments. The collaborations consisted of training, warrant initiatives, intelligence meetings, and assisting in numerous investigations.



The Youth Violence Reduction Partners (YVRP) initiative attempts to keep all youth under YVRP probation “alive at 25” using two key strategies (1) steering youth partners away from violence through close and intensive supervision and, (2) providing a youth partner with the necessary supports and such services as education, employment, drug/alcohol treatment, and counseling services (which might also be provided for participants’ parents) to set them on a path to productive adulthood. These strategies are implemented by an Intervention Team consisting of Probation Officers, police, and mentors. Probation Officers and Police Officers collectively conduct home visits which allows for community policing. The YVRP unit supervises six of the most violent Police Districts in the city of Philadelphia: The 22nd, 24th, 25th, 39th, 19th and 12th Police Districts.



Focused Deterrence is a strategy for those probationers who have been identified as being responsible for gun violence in the South Philadelphia area. Collaboration with the US. Attorney’s Office, State Probation and Parole, Philadelphia Police, the Office of the District Attorney of Philadelphia, Adult/Juvenile Probation, and a multitude of community agencies in an effort to decrease shootings and homicides in a concentrated area within the city of Philadelphia

## Victim Services

The purpose of the Victim Services Unit is to reduce the trauma of the crime that’s been committed by assisting the victim and family members to reconstruct and restore their lives through advocacy,

support, information and referrals. Currently the unit provides all services as listed in the Crime Victims Act for the victims of juvenile offenders such as sending out victim notification cards and address confirmation forms, providing information on their rights, and informing them of the restitution order amount. The Victim Services Unit serviced 1,186 unduplicated victims for the 2016 calendar year. The number of services provided during this time period, which includes servicing a victim multiple times, is 2,902.

**In collaboration with the Philadelphia Police Department and Philadelphia Adult Probation and Parole, the Juvenile Armed Officers seized 39 illegal firearms, \$34,679 in illegal narcotics, and over \$15,000 in currency.**

As a requirement of the Victims of Juvenile Offenders grant, the unit began sending out customer satisfaction surveys in June of 2016, to victims on closed cases that have had personal contact with Victim Services Unit staff. The unit is confident the feedback from victims will assist them in better understanding victims’ needs and concerns, with the ultimate result, of improved customer service.

In 2017 the goal is to continue providing services to all victims requesting service and provide outreach to all victims with restitution

orders. Additionally we aim to improve the system of monitoring restitution checks on hold.

## Training Unit

The mission of the Training Department is to promote and support employee development and organizational effectiveness by providing high-quality educational training programs. Trainings are designed to meet individual, group or departmental needs and objectives. We strive to enhance individual learning and development as the means for creating a better workplace.

## Training Hours

During 2016, Philadelphia Juvenile Probation Officers completed a grand total of 8, 381 hours of training. All active JPOs completed above the required 40 hours of training. Some of the training



highlights for 2016 were Education Needs of Juvenile Justice youth, Dangers of Technology, LGBTQ competency, and Trauma 101.

### James E. Anderson Annual Conference

In November 2016, Philadelphia County sent twenty staff members including administration, supervisors, and line staff attended the annual juvenile justice conference.

### Internship Program

The student internship program at the Philadelphia County Juvenile Probation Department aims to provide a well-rounded experience and educate students in all areas of juvenile probation and court services in Philadelphia County. During 2016, twenty students were able to benefit from an internship experience.

### JCJC Graduate Education Program at Shippensburg University

The Training Unit coordinates with staff that attend the

Shippensburg University graduate program offered through JCJC. In May 2016, three probation officers graduated from the program earning a Master of Science in Administration of Juvenile Justice. Currently there are four Philadelphia Juvenile Probation Officers benefiting from the program.

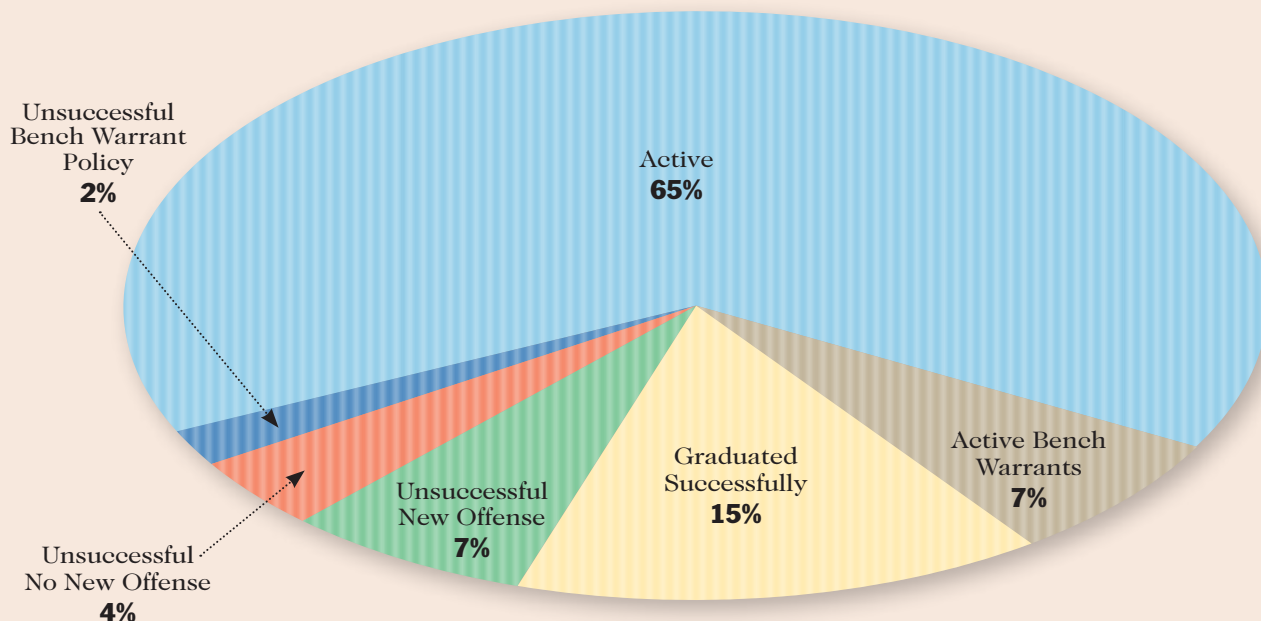
In the future, the Training Unit hopes to provide and coordinate training for the whole Juvenile Branch. In 2016, the Training Unit coordinated PacFiling training sessions for Delinquency Court Operations, Dependent Court Operations, and the Adoptions Branch.

### Specialty Courts

#### Juvenile Treatment Court

Philadelphia Juvenile Treatment Court (JTC) is a diversion program of the Family Court of Philadelphia. The mission of Juvenile Treatment Court is to eliminate substance abuse and to reduce crime among non-violent substance-abusing juveniles. The objective is to provide coordinated strength-based intervention and

### 2016 JTC Admissions Outcomes







treatment with intensive judicial and interdisciplinary oversight. The intended results are to develop socially responsible juveniles and safer communities. Juvenile Problem Solving Courts operate under the leadership of Administrative Judge Margaret T. Murphy and Supervising Judge Walter J. Olszewski. The presiding judge for Juvenile Treatment Court is the Honorable Robert Rebstock. The collaboration between the Courts and juvenile justice system stakeholders has assured Juvenile Treatment Court's continued success in helping young people desist from further drug use.

There were a total of 86 juveniles referred to the JTC Program; 46 juveniles were admitted to the program in 2016, 22 declined, 16 did not meet the criteria, and 2 were unable to be located at time of assessment or stipulated trial. JTC outcomes for 2016 have improved since 2015. More juveniles discharged successfully than negatively in 2016. Of the juveniles that entered JTC in 2016, 15% have already successfully completed the program, 13% were removed unsuccessfully, and 65% are still active in the program. Of all of the youth active in 2016, 36% are still active, 25% have graduated successfully, 12% have had their records expunged, only 10% have been removed for being on bench warrant status for over 21 days, even less than that, only 6% have been removed for noncompliance.

### Crossover Court

Shared Case Responsibility (SCR) is the practice of mutually providing care of services to youth who are involved in both the juvenile justice system and the child welfare system. Since 2011, Juvenile Probation Officers and Social Workers assigned to a child have taken part in Joint Assessment Meetings (JAM) to develop a coordinated single case plan. During 2016, 251 JAM

were conducted that allowed all parties to participate in planning for the needs of the youth and their families with multiple system involvement. Crossover court handles cases of children adjudicated dually dependent and delinquent as well as cases in which there is a court ordered mandate for Shared Case Responsibility. Over 519 juveniles were reviewed in Crossover Court, resulting in 2,945 hearings.

### Juvenile Human Trafficking Court – Working to Restore Adolescents Power (WRAP)

Philadelphia's Juvenile Human Trafficking Court, Working to Restore Adolescents Power "WRAP", is a pilot program in juvenile court, aimed at helping children with delinquency and/or dependency matters who have been identified by various criminal

justice partners as being a victim of commercial sexual exploitation/human trafficking. This collaborative problem solving court is designed to address the specialized needs of trafficked children in an individualized trauma informed manner. As a part of the WRAP court design, hearings are less formal and more collaborative than traditional proceedings with the child actively engaged in the decision making process at every stage. A carefully constructed support team

accompanies participants to the monthly status listings and work to facilitate their transition to independence.

In 2016, there were approximately forty (40) cases in WRAP court, presided over by the Honorable Lori A. Dumas. The National Council of Juvenile and Family Court Judges (NCJFCJ) performed an on-site trauma audit to assist WRAP court in efforts to create a trauma responsive environment, practices, and policies.

**WRAP ensures that a carefully constructed support team accompanies participants to the monthly status listings and work to facilitate their transition to independence**



## Outcome Measures



The Pennsylvania Juvenile Case Management System (PaJCMS) reflected the following data for juvenile cases closed in Philadelphia:

| Outcome Measures                           | 2015      | 2016      | Change    |
|--|-----------|-----------|-----------|
| Closed cases                               | 1,563     | 1,663     | +100      |
| Community Service                          | 15,750    | 28,380    | +12,630   |
| Median Supervision                         | 14 months | 16 months | +2 months |
| Juveniles without a new offense at closure | 1,244     | 1,331     | +87       |

The successful outcomes are attributable to the hard work of the judiciary, our dedicated probation staff, and the collaborative efforts with our stakeholders.

## Collaborative Initiatives

Most of the great work done on behalf of Philadelphia's youth and families by Family Court, could not be accomplished without the collaboration of others. Our collaborative partnerships have provided families with "in house" educational, medical, and psychological supports as well as resources.

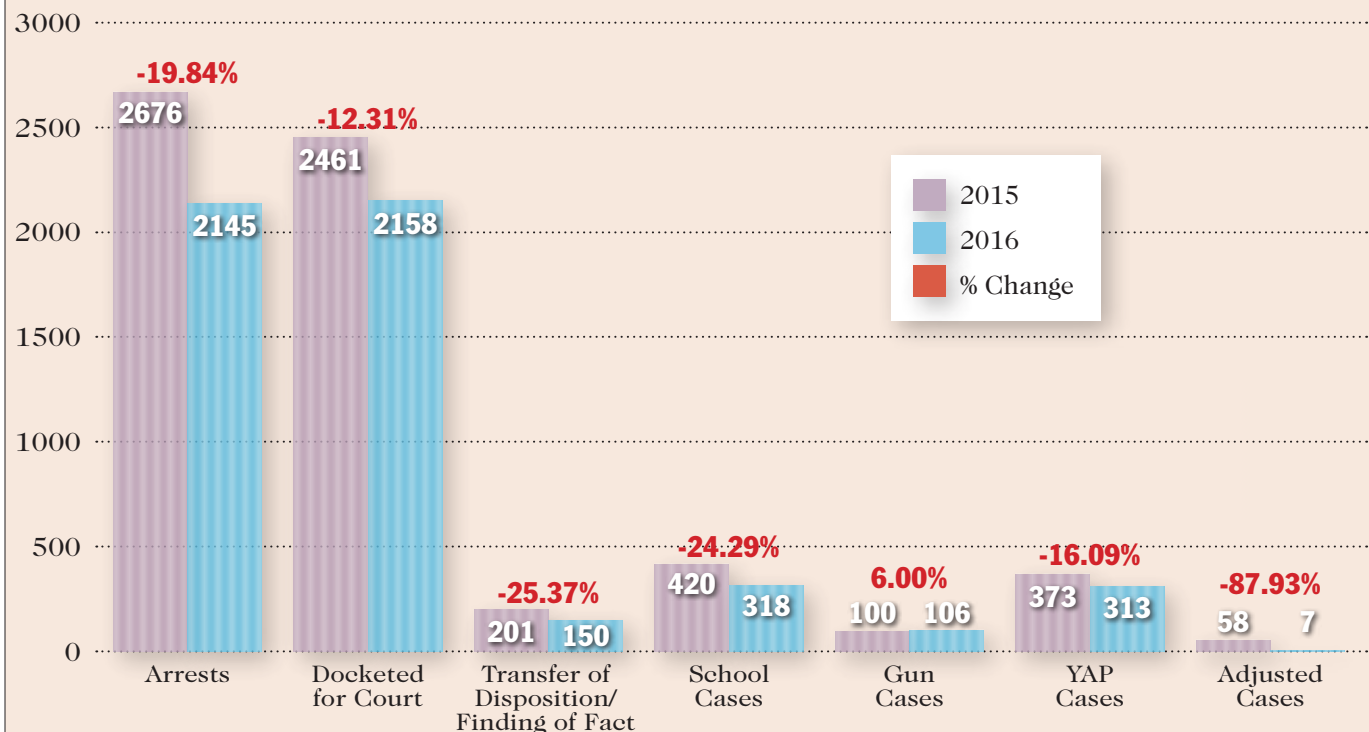
In 2016, Family Court of Philadelphia continued their collaboration with the following parties:

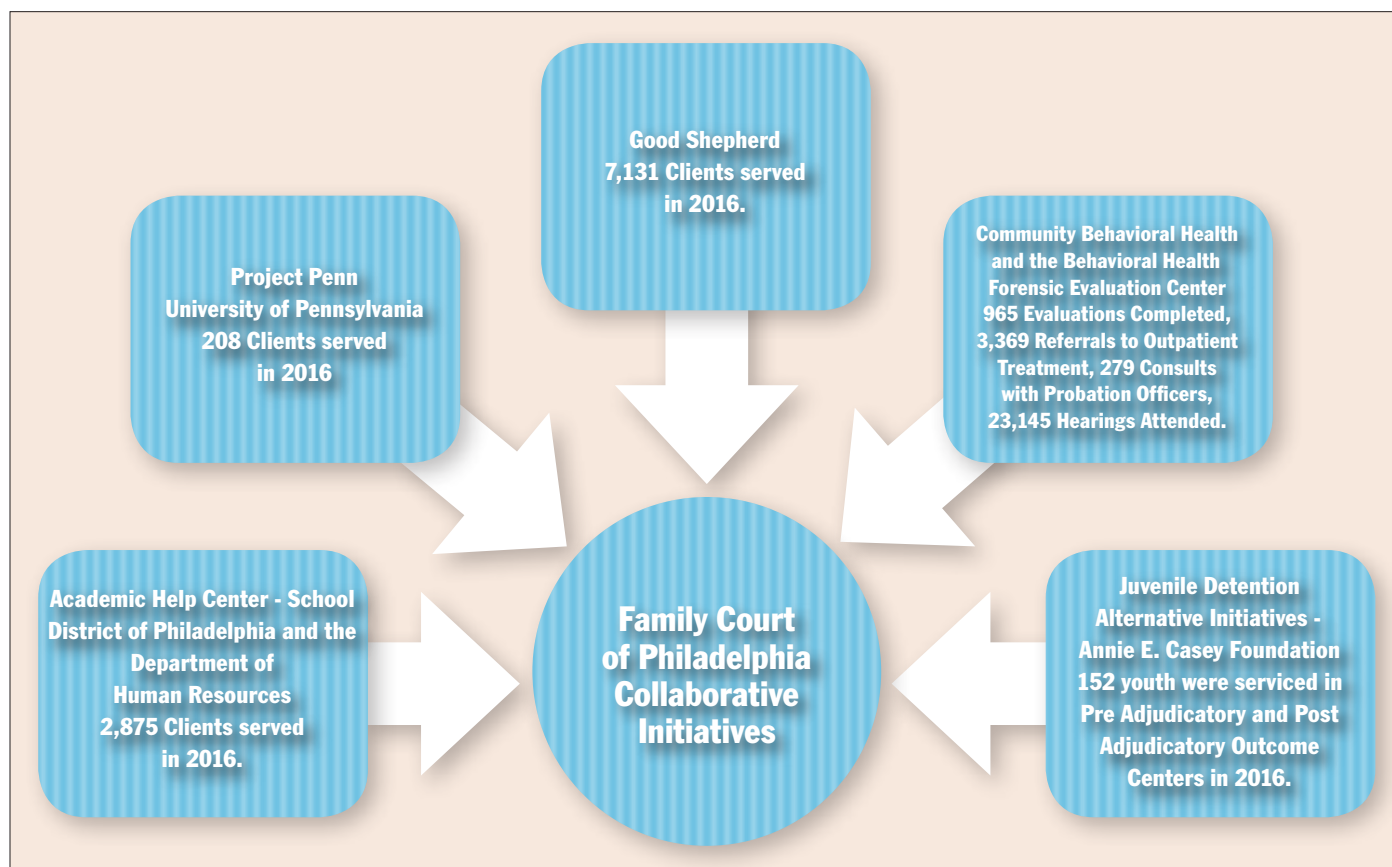
### Academic Help Center

The Academic Help Center, a collaborative effort between Philadelphia Family Court, the Department of Human Services (DHS), and the School District of Philadelphia, was formed In November of 2014. The center located in the Philadelphia Family Courthouse aims to

## Arrests/Dockets Processed and Juvenile Justice Services Center

Assigned and Disposed | Petitions and Reports





assist dependent and delinquent youth in obtaining educational stability as well as fostering a successful educational experience. The Academic Help Center works with youth and families referred by Family Court, as well as walk-ins, to support them with educational consults, educational records, alternative educational settings and assisting with referrals to the School District of Philadelphia for a variety of reasons (i.e. academic supports, counseling, physical, mental and behavioral health, community resources, specialized services, bullying issues, transfers/re-enrollments, high school selection process and much more).

The population serviced by the Academic Help Center include; court ordered Youth and Families, Probation Officers, Court Representatives, Legal Personnel, DHS, Community Umbrella Agencies (CUA's), provider agencies, and anyone seeking educational assistance. Increased outreach efforts to all ten (10) to all Community Umbrella Agencies, has increased CUA monthly participation by 140%.

## Project PENN

Project PENN is an innovative court-based outreach program for families awaiting dependency (child abuse and neglect) proceedings at Philadelphia Family Court. On three mornings a week University of Pennsylvania graduate students assist families in finding community-based resources to reduce the most common stressors that cause disruption in families and place children at risk for harm.

Participating families have access to a comprehensive resource directory (developed and updated regularly by Field Center interns), web-based resources, and brochures geared toward their direct needs. The most frequently requested services in 2015-2016 were housing, employment, utilities and general education. In instances when services were not accepted or needed, Project Penn staff distributed informational brochures on the program and its offerings.





## Good Shepherd Mediation Program

Mediators from the Good Shepherd Mediation Program continued to facilitate Pre-Hearing Conferences (PHC) prior to all adjudicatory hearings this year. A Pre-Hearing Conference is an opportunity for all parties to meet and discuss placement, services and visitation in a neutral setting before entering the courtroom. After the PHC the mediator provides the recommendations of the parties to the Dependent Judge conducting the adjudicatory hearing to take into consideration when rendering a court order. In 2016, 85% of the prehearing conferences resulted in recommendations forwarded to the judge.

## Community Behavioral Health (CBH) and the Behavioral Health Forensic Evaluation Center (BHFECE)

CBH and the BHFECE staff are located in the Courthouse. Providing behavioral health services on site to court involved children, youth and families allows for better communication between the Court, CBH and BHFECE, a more timely process, and keeps with the mission of “one-stop shopping” for families who are at risk and often unable to navigate these complicated multiple systems. In 2016, in order to determine and treat the clinical needs of our families 965 behavioral health and psychiatric evaluations were performed and 3,369 adults and children were referred directly to outpatient services. This year, CBH staff have participated in 279 Consults with Probation Officers and attended 23,145 hearings.

Starting in 2014, CBH further extended services by creating a specialized team to collaborate with CUAs (Community Umbrella Agency) to ensure children, youth, and families have access to and are provided with quality behavioral health services, in their own communities. The role of the CBH CUA Care Coordination Team is to synthesize/formulate behavioral health information so that the respective CUA's understand the context of experiences (trauma,

mental health, addiction) and how it relates to current behaviors, symptoms, and need for treatment, to coordinate meetings with respective treatment providers when team meetings need to be held, or if behavioral health concerns are elevating to a point where immediate action needs to be taken, and to assist the CUAs in determining if higher levels of care are needed for children and youth.

## Juvenile Detention Alternative Initiative (JDAI)

Philadelphia Juvenile Probation Department continued its commitment to the Annie E. Casey Foundation's Juvenile Detention Alternative Initiative (JDAI). JDAI focuses on safely reducing reliance on secure confinement and strengthening the Juvenile Justice System through a series of interrelated reform strategies. Juvenile Probation focused on four of the eight core strategies: Detention Risk Assessment Instrument (DRAI), Graduated Response, Data driven decision-making, and Disproportionate Minority Contact.

Task Forces made up of key Juvenile Justice stakeholders for the aforementioned focus areas have resulted in the following tangible policy reforms: the development, implementation and ongoing monitoring of the Detention Risk Assessment Instrument which objectively screens all

newly arrested youth to determine who can be safely supervised in the community; the continued success of the pre-adjudicatory Evening Reporting Center (ERC) to serve as an alternative to detention; the design and development of the city's first post-adjudicatory ERC to serve as a community-based alternative to placement; improved data sharing between systems and databases; the award of a contract to produce an educational video regarding the juvenile justice system to help inform youth and families about juvenile justice processes; and continued partnership with the Philadelphia Police Department to implement the Police Diversion Program that diverts youth with minor offenses in the school environment to Intensive Prevention Services to avoid formal penetration of the system.

**85% of the  
prehearing  
conferences  
resulted in  
recommendations  
forwarded to  
the judge**



## DEPENDENCY — THE OFFICE OF CHILDREN, YOUTH AND FAMILIES

**T**he mission of Philadelphia's Office of Children, Youth and Families is to create and maintain best practice standards and operations that ensure the protection, safety, and stability of all Philadelphia's children, youth, and families who enter the dependency system. Over the past year, the following initiatives have aided us in this mission. Some of the highlights for the year include:

### The Philadelphia Local Roundtable

2016, marked the tenth anniversary of the Philadelphia Local Roundtable (PLR). Since 2006, the roundtable has made many significant reforms to the child welfare system. The PLR, modeled after the AOPC statewide Roundtable is chaired by the Administrative Judge of Family Court and the Department of Human Services (DHS) Commissioner. Representatives from DHS, the Department of Behavioral Health, the School District of Philadelphia, the Support Center for Child Advocates, the Child Advocacy Unit of the Philadelphia Defender's Association, the City Solicitors Office, Community Legal Services, local colleges and universities, and hospitals attend quarterly Roundtable meetings to discuss areas of concern in the Pennsylvania Dependency System.

This year the PLR quarterly meetings included presentations on:

- Philadelphia Systems of Care presented by the Philadelphia Dept. of Behavioral Health and Intellectual Disability Services



*Family Court and DHS Administration celebrate the 10th Anniversary of the Local Roundtable.*



*10th Anniversary Cake*

- "Reasonable and Prudent Parenting Standard Act" presented by Department of Human Services along with youth and foster care family participation
- Efforts to Reduce Psychotropic Medication Prescribing to PA Youth presented by the PolicyLab, The Children's Hospital of Philadelphia.

The PLR commemorated the tenth anniversary of the roundtable on December 10, 2016. The celebration provided participants a chance to reflect on the accomplishments of the PLR while looking ahead to the future.



## Pennsylvania Permanency Initiative (PPI) and Older Youth Reform

Pennsylvania Permanency Practice Initiative, commissioned by the State Roundtable, has led numerous reforms of Pennsylvania's Dependency System and has created new approaches to ensure that every child achieves permanency in a timely fashion. Philadelphia County became a PPI county in 2010.

*"The underlying premise of the PPI is that enhanced judicial oversight combined with strength-based, family- led social work practice will ultimately increase the number of children safely maintained in their own homes and support expedited permanency either through safe reunification or the finalization of another permanent plan."*

As part of being a PPI County, Philadelphia follows the prescribed practice combination which includes:

- Family Finding
- Family Group Decision Making
- Family Development Credentialing
- Grief and Loss Education
- 3 month judicial reviews
- Common Pleas Case Management System – Dependency Model
- Local Children's Roundtable

The tenets of PPI have been addressed through a series of initiatives and practiced daily in the Another Planned Permanent Living Arrangement (APPLA) courtroom. The first initiative in 2011, identified a cohort of 52 older youth who were provided the PPI practice combination. In 2015 and going forward, all new dependent petitions filed and assigned to Courtroom 5D are identified as PPI youth and follow prescribed protocols. Family Group Decision Making (FGDM) is offered as an option to all families at the adjudicatory hearing stage- giving families

access to expert counselors and practitioners from two on-site service providers to aid in the restoration of the family and to assist them in making informed decisions in the best interest of their child/ren. At the end of 2016, 782 youth were identified as PPI, 256 families were referred to FGDM, and 190 families participated in FGDM conferences.

Philadelphia County continues its' efforts in ensuring that older youth leaving the dependent system have permanent and significant connections with responsible caring adults and resources available to them. Dependency youth with a goal of APPLA have their cases heard in a specialty courtroom which incorporates the PPI practice combination and works toward older youth being afforded the same age and developmentally appropriate opportunities as their peers not in the system.

## Dependency Court Overview

The goal of the Pennsylvania Dependency system is "to ensure every child grows up in a safe, nurturing, and permanent family". At every stage of the juvenile court proceeding, the courts obligation is to act in the best interest of the child. Every day Family Court works toward this goal, by reunifying children with their parents, placing them with relatives or other kin, or by finding suitable placements for them in their own neighborhoods.

## Case Volume & Court Performance

- Decrease in Dependency filings. A total of 3,593 dependency cases were filed in 2016. An 8% decrease from 2015.
- Increase in Dependency cases were closed, terminated from Supervision. A total of 3,193 adjudicated dependent cases were terminated from court supervision in 2016. A 40% increase from 2015.
- 2016 marked the 1st time in three (3) years there was an overall reduction in the Dependency Year End Case Inventory. The Dependency Case Inventory, decreased by 4% when compared to 2015.





| <b>Dependency Case Inventory</b>                               |              |               |
|--|--------------|---------------|
| <b>Active Dependency Case Inventory - Pending Adjudication</b> |              |               |
|  | <b>2015</b>  | <b>2016</b>   |
| <b>Inbound Cases</b>   |              |               |
| New Filings  | 3,889        | 3,593         |
| <b>Outbound Cases</b>  |              |               |
| Adjudicated Dependent  | 3,500        | 2,905         |
| Adjudicated Not Dependent                                      | 441          | 709           |
| <b>Adjudicated Dependency Case Inventory</b>                   |              |               |
| <b>Inbound Cases</b>   |              |               |
| Pending From Prior Period                                      | 6,407        | 7,649         |
| Adjudicated Dependent  | 3,500        | 2,905         |
| Other <sup>1</sup>   | 9            | 13            |
| <b>Total Adjudicated Dependent Inbound Cases</b>               | <b>3,509</b> | <b>2,918</b>  |
| <b>Total of Active/Adjudicated Cases</b>                       | <b>9,916</b> | <b>10,567</b> |
| <b>Outbound Cases</b>  |              |               |
| Court Supervision Was Terminated                               | 2,270        | 3,182         |
| Other Removed <sup>2</sup>                                     | 8            | 11            |
| Removed from Inventory   | 2,278        | 3193          |
| <b>Total Cases Remaining Active/Adj. Dependent</b>             | <b>7,638</b> | <b>7,374</b>  |
| <b>Grand Total Case Inventory</b>                              | <b>7,904</b> | <b>7,618</b>  |
| <b>Goals</b>   |              |               |
| Family Reunification   | 932          | 240           |
| Adoptions  | 555          | 367           |

Source: CPCMS Report 3920

<sup>1</sup> Dependency Jurisdiction Resumed plus Miscellaneous

<sup>2</sup> Transferred Out/Withdrawn/Miscellaneous

- Of the children under the courts supervision at the end of 2016, 49% remained at home or were in kinship care, 36% were in foster care, 11% were in congregate care, and the remainder either in a detainment center, hospital, or unknown according to case reports.

Building upon the series of proactive measures implemented in 2015, in 2016, Family Court Administration undertook further efficiency measures which included:

- Implementing Pennsylvania Court's Electronic Filing System PACFile and CPCMS's Electronic Records Management System (ERMS) in May 2016 for Dependency, Delinquency, and Adoptions Filings and Motions to stream-line workflow and enhance user experience:
- PACFile is a function available through the UJS Web Portal that allows parties to file court documents anytime electronically via the internet. PACFilings are transmitted electronically to CPCMS where they can be accepted or rejected.
- Documents filed via PACFile, are sent to CPCMS with an electronic version of the document attached. When the filing is accepted, these electronic documents are stored in CPCMS as ERMS documents and attached to the docket entries that were created as part of the acceptance. PACFiling is open to the District Attorney's Office, City Solicitor's Office, Child Advocates, Dependent and Delinquent Wheel Attorneys, and Probation Officers. Notifications are built into PACFile to inform registered participants when any action is taken on a case.
- ERMS allows digital or soft copies of documents and filings to be attached to case information in CPCMS rather than being

stored hard copy in a case file. This simplifies the process of sharing case information and creates an archive of documents that cannot be destroyed. ERMS allows selected users to affix electronic signatures on authorized forms or orders



in real time, eliminating the need to scan and making it possible to access the/view documents instantly.

- Creating Judicial Case Inventory Reports to assist in strategic discussions.
- To strengthen legal representation in dependency matters, Family Court offered the use of its' training facilities to the Support Center for Child Advocates for quarterly training sessions.
- Family Court updated their 2016 Memorandum of Understanding with Court Appointed Special Advocates (CASA) and entered into a new Memorandum of Understanding for the CASA Educational Decision- Maker (EDM) Program.

## Termination of Parental Rights

Once it is determined the goal of family reunification is not possible, adoption may be named as the desired case permanency plan goal. Adoption can only be named as a permanency plan goal

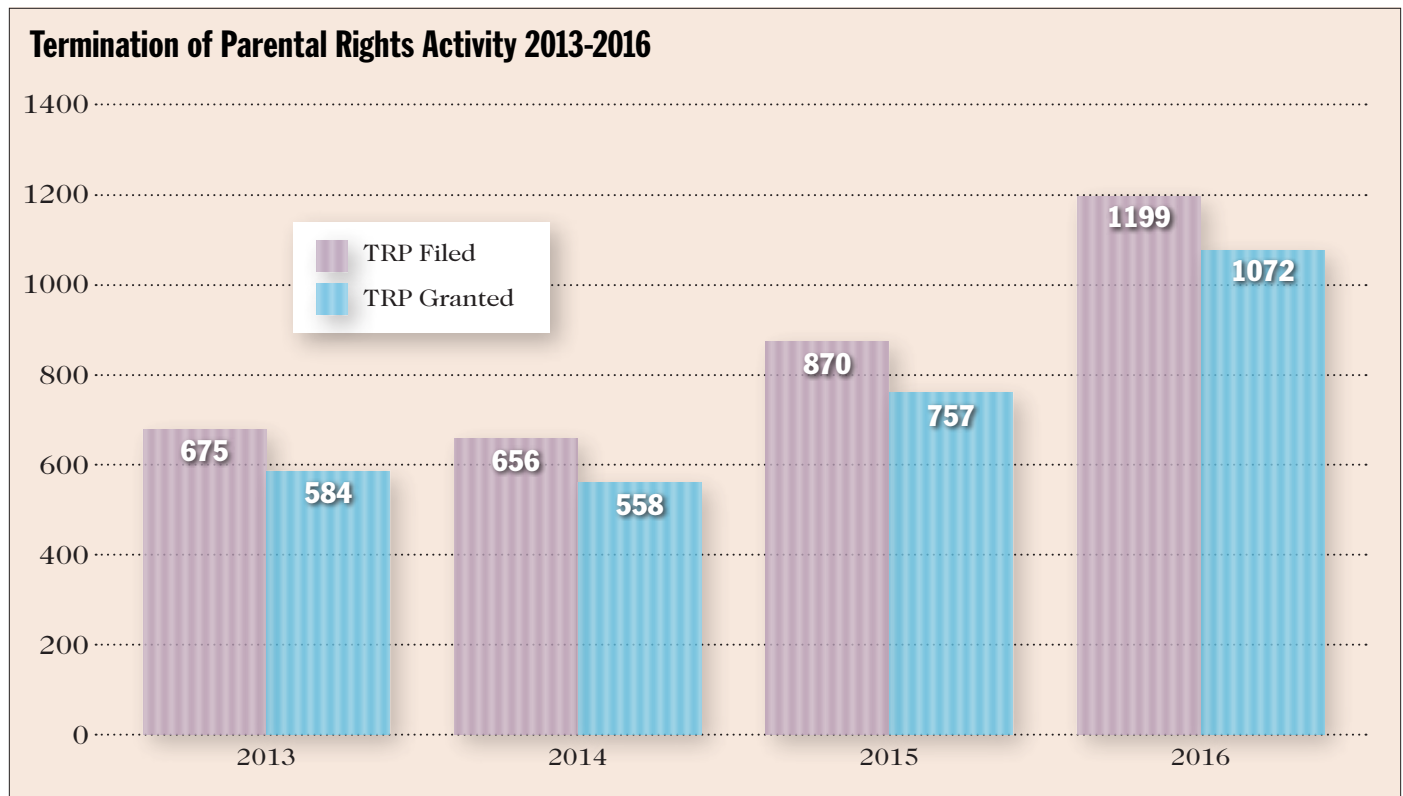
once the Termination of Parental Rights Petition (TPR) is granted and when the goal change petition is granted.

- Petitions for the Termination of Parental Rights filed increased 38% in 2016.
- 312 or 42% more Termination of Parental Rights petitions were granted in 2016 than in 2015.

After Adoption is formally named as the goal, the case enters the Accelerated Adoption Review Court, a specialized dependency courtroom focused on achieving permanency.

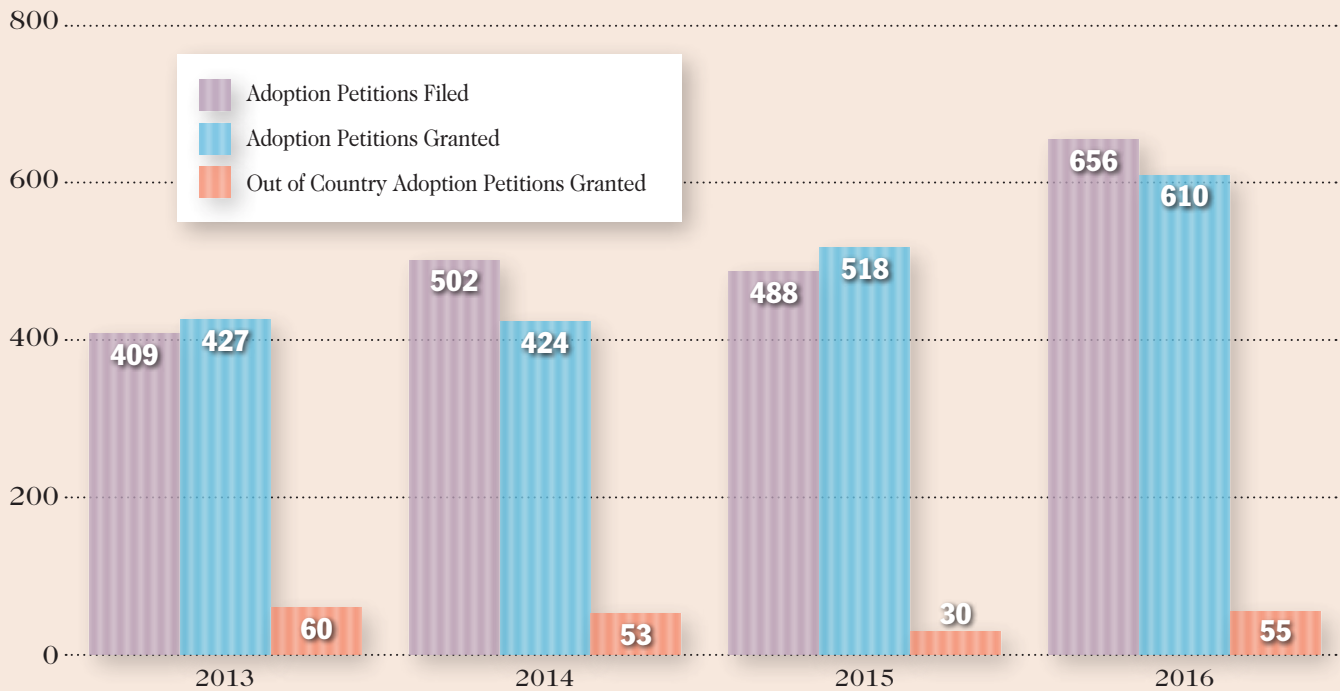
## Accelerated Adoption Review Court (AARC)

The AARC courtroom examines those cases where parental rights have been terminated but the adoption has not yet been finalized, aiming for timely completion. The goals of AARC are to expedite adoptions and reduce the length of time children spend in foster care.





### Adoption Activity 2013-2016



In 2016, the Court and AARC partners; Philadelphia Defenders Association – Child Advocacy Unit, Support Center for Child Advocates and Department of Human Services developed and implemented guidelines which set forth roles and responsibilities along with expectations for identified parties who participate in AARC proceeding. This undertaking was completed to strengthen the goals of the AARC court room.

### Adoptions Overview

Pursuant to 20 Pa. C.S. 713, Philadelphia County is the only county in the state in which the Family Court Division of the Court of Common Pleas has exclusive jurisdiction over adoption matters. The mission of the branch is to accurately and expeditiously process, schedule, and review all petitions filed in Accordance with the Pennsylvania Adoption Act and the Orphan's Court Rules, ensuring compliance with the same. Additionally, the Adoptions staff assists individuals in locating and contacting their birth families via our adoption search network.

#### The Adoptions staff:

- Work with hearing masters in the Accelerated Adoption Review Court (AARC) courtroom to insure the best interests of the children are being met and that any impediments (Profiles/Medical Exams) prior to the filing of the petition are being properly addressed.
- Review the AARC caseload to ensure timeliness of disposition.
- Monitor enhancements to the Adoption Act, which include; one judge to preside over all matters pertaining to Finalizations of Adoptions, masters to oversee matters pertaining to the Accelerated Adoption Review Court (AARC) proceedings, and pre-trial “Best Interest” hearings to address barriers to Adoption prior to Finalization hearings.
- Adoption petitions filed increased by 34%.
- Adoption petitions granted increased by 18%.





## Adoption Celebration- National Adoption Day

On November 18, 2016, Administrative Judge Margaret T. Murphy and Supervising Judge Walter J. Olszewski presided over the adoptions of 20 children who were finalized in recognition of National Adoption Day. After the adoption finalization hearings, a celebration was held at the Friends Center. The ceremony was emceed by NBC 10's Vai Sikahema and included remarks from Councilwoman Cindy Bass and Cynthia Figueroa, Commissioner of the Department of Human Services. This yearly event recognizes the collaborative efforts

### The Adoptions Unit has undertaken the following efficiency measures in 2016:

- Increasing the number of Adoption Finalization Hearings to Court Lists.
- Implementing PACFile and CPCMS's Electronic Records Management System (ERMS) in May 2016.

of the courts, child welfare agencies, advocates, policymakers and foster families to finalize adoptions and find permanent and forever homes for children.

## Specialized Services Units

### Prevention Services Unit

The Prevention Services Unit (PSU) is a prevention program which serves families and children who voluntarily access the Court for assistance. An array of community and evidence-based resources are discussed with families including supportive services such as parent support and advocacy, parenting classes, school services, and mental health services. An assessment of what is causing the problematic behavior is conducted by a PSU Social Worker.

After, the assessment PSU contacts the Department of Human Services (DHS). Services are then initiated by either Family Empowerment Services (FES) at DHS Children & Youth Division or Intensive Prevention Services (IPS) at DHS Juvenile Justice Division depending on the severity or special needs of the family.

In 2016 there were a total of 772 families served by PSU 228 additional families served compared to 2015. Of those who requested ongoing services after intake, 56 accepted a variety of DHS community based services.

## Truancy

Philadelphia's response to truancy is a collaborative partnership between the City, the Court, the Department of Human Services (DHS), and the School District of Philadelphia (SDP) to prevent, address, and reduce chronic truancy and increase school attendance. The partners meet on a quarterly basis to refine, adapt, and enhance the services provided to students and their families. Chronically truant youth are referred for a hearing, once all school level interventions have failed.

Court-appointed Truancy Masters preside over hearings held at four regional truancy courts and order appropriate social and educational services to help the family combat the barriers that led to chronic truancy. Each family receives management services to assist them with re-engagement in the

child's education. If truant behavior continues, Family Court will hold additional hearings.

In 2016, the District Attorney's (DA) Office - Project Go, a program focusing on Charter School truancy joined the collaborative. Principals or their designees share truant students' information with the DA's Director of Truancy Prevention. Just like the School District of Philadelphia, the DA's Office will refer the student to the Court for a hearing once after a series of interventions have failed.

## Juvenile Court Operations

The Court Operations units offer vital support services to all units of the Juvenile Branch. The operational units assist in the creation of cases, function as support to the Judiciary, and provide timely information and support crucial to determining case outcomes.



The Dependent and Delinquent Court Operations Units (DDCO) are responsible for the coordination of courtroom operations providing direct support and services to the bench, and/or the public/court users. The charts below detail the types of hearings that are staffed and managed by DDCO.

### Substance Analysis Unit

The Substance Analysis Unit is responsible for all court ordered specimen testing and services the Juvenile and Domestic Relations Branches of Family Court. The timeliness of the testing and reporting of results is critical to the determination of primary issues in cases before the Family Court. In 2016, the unit tested 19,798 youth and adults, a 4% increase from 2015.

### Fiscal Unit

The Fiscal Unit collects and processes fines, fees, and restitu-

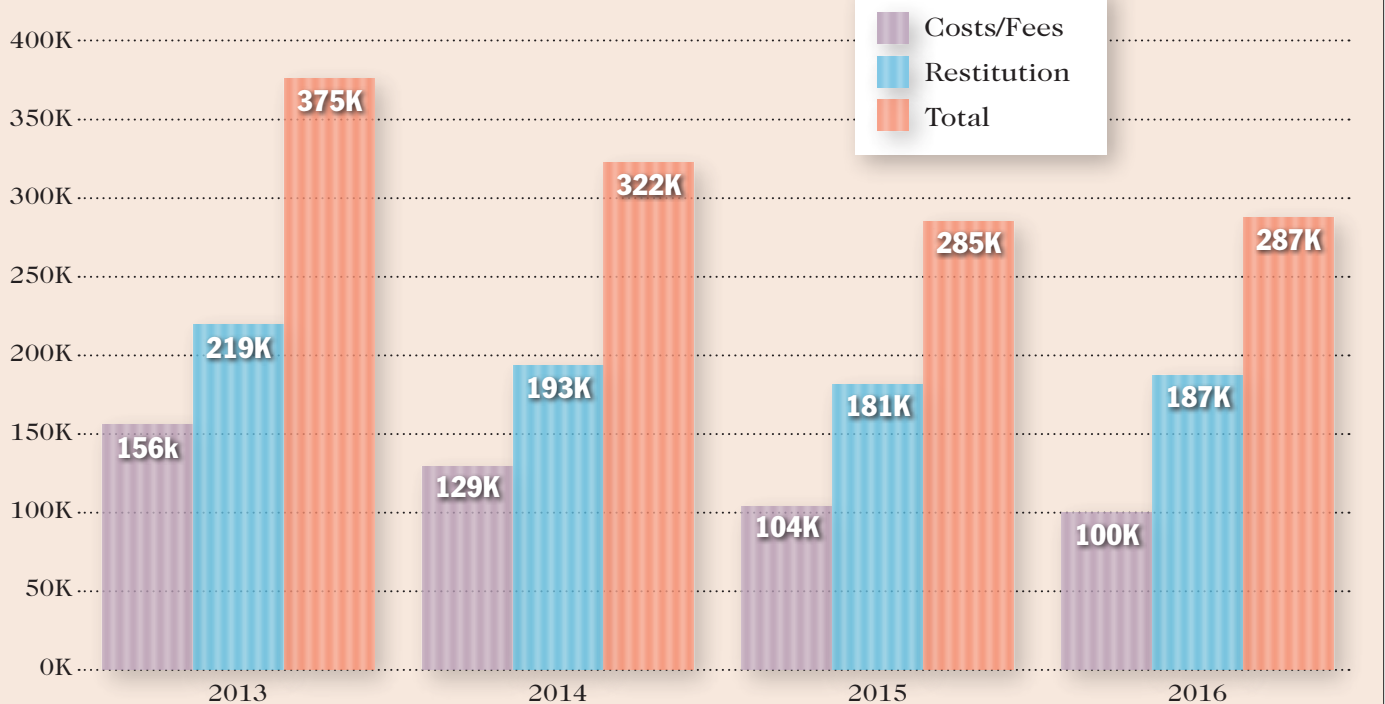
#### Dependent and Delinquent Court Operations Units

| Hearings     | 2015          | 2016          |
|--------------|---------------|---------------|
| Dependency   | 42,892        | 43,879        |
| Delinquency  | 39,847        | 37,133        |
| <b>Total</b> | <b>82,739</b> | <b>81,012</b> |

tions ordered by the Court, reconciles and deposits daily receipts, prepares bank reconciliations, audits CPCMS balances, and monitors court orders such as (remits, reduced to judgment, vacate, revoke and waive) that affects the financial statements.

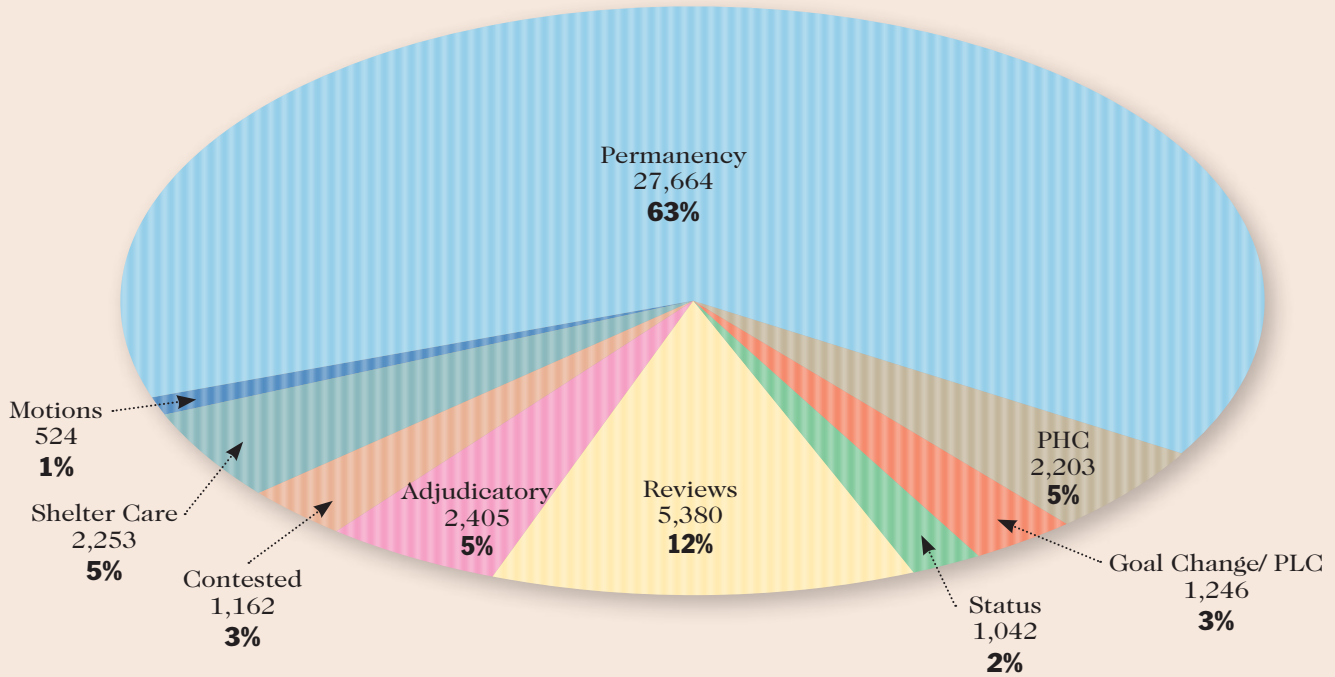
The Fiscal Unit processed over 2,600 payments for juvenile restitution payments, court costs and fines totaling \$287,089 in 2016.

#### Annual Collections 2013-2016

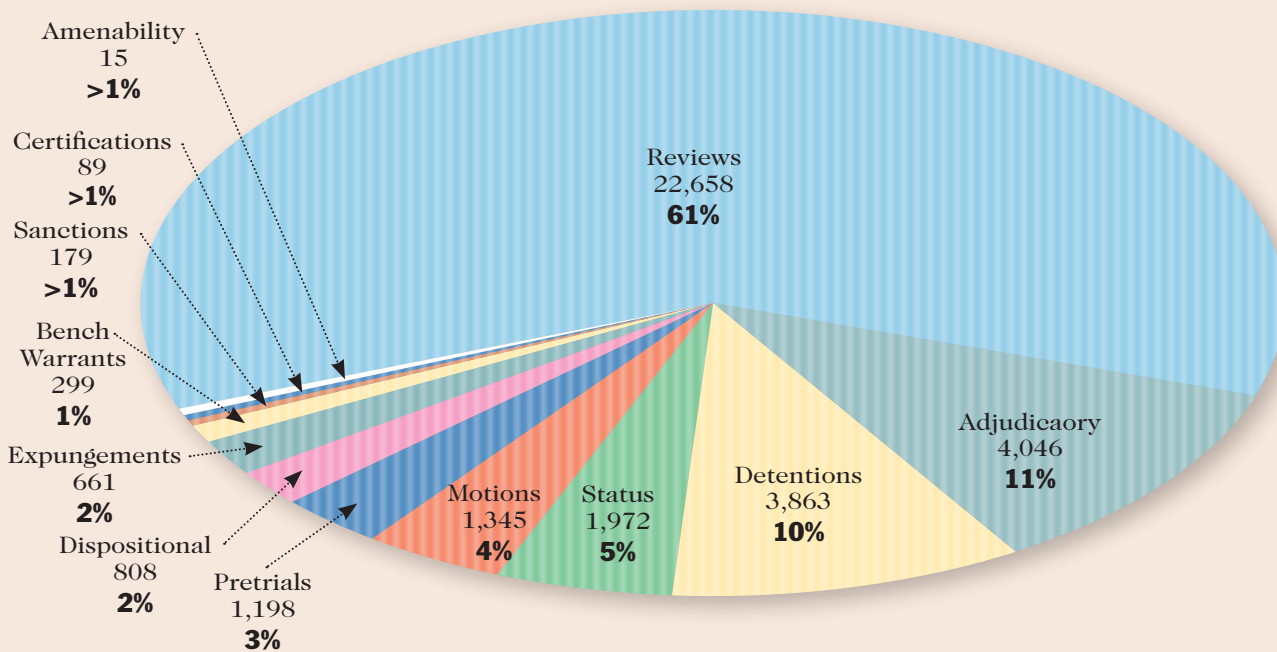




## Dependency Hearings 2016



## Delinquency Hearings 2016







| <b>Quick Facts – Juvenile Branch</b>              |               |               |               |               |
|---|---------------|---------------|---------------|---------------|
|   | <b>2013</b>   | <b>2014</b>   | <b>2015</b>   | <b>2016</b>   |
| <b>Juvenile Petition Filings</b>                  |               |               |               |               |
| <b>Delinquent Filings</b>                         |               |               |               |               |
| New Filings (Dockets Created)                     | 4,770         | 3,572         | 2,897         | 2,678         |
| <b>Dependent Filings</b>                          |               |               |               |               |
| New Abuse/Neglect and Status Offense Filings      | 3,075         | 3,469         | 3,889         | 3,593         |
| <b>Adoption Filings</b>                           |               |               |               |               |
| New Adoption Filings                              | 409           | 502           | 488           | 656           |
| Relinquishments                                   | 675           | 656           | 870           | 1,199         |
| <b>Total Adoption Filings</b>                     | <b>1,084</b>  | <b>1,158</b>  | <b>1,358</b>  | <b>1,855</b>  |
| <b>Total Juvenile Petition Filings</b>            | <b>8,929</b>  | <b>8,199</b>  | <b>8,144</b>  | <b>8,126</b>  |
| <b>Yearly Hearing Activity</b>                    |               |               |               |               |
| Dependency Court                                  | 33,716        | 37,855        | 42,892        | 43,879        |
| Delinquency Court                                 | 52,499        | 46,406        | 39,847        | 37,133        |
| <b>Total Juvenile Hearings</b>                    | <b>86,215</b> | <b>84,261</b> | <b>82,739</b> | <b>81,012</b> |
| <b>Yearly Activity by Unit or Support Service</b> |               |               |               |               |
| <b>Juvenile Probation</b>                         |               |               |               |               |
| Youth on Probation                                | 3,374         | 2,939         | 2,496         | 2,141         |
| Field Contacts                                    | 28,296        | 25,209        | 36,826        | 39,683        |
| <b>Diversion</b>                                  |               |               |               |               |
| Youth Aid Panel                                   | 632           | 422           | 373           | 313           |
| Informal Adjustments                              | 213           | 136           | 58            | 7             |



| <b>Quick Facts – Juvenile Branch Continued</b>      |                  |                  |                  |                    |
|---|------------------|------------------|------------------|--------------------|
|   | <b>2013</b>      | <b>2014</b>      | <b>2015</b>      | <b>2016</b>        |
| <b>JCJC Outcome Measures</b>                        |                  |                  |                  |                    |
| Closed Cases  | 1,593            | 1,545            | 1,563            | 1,668              |
| Community Service Hours Completed                   | 15,671           | 15,362           | 15,750           | 28,380             |
| Juveniles Without A New Offense <sup>1</sup>        | 1,244            | 1,220            | 1,244            | 1,335              |
| <b>Victim Services Unit (VSU)</b>                   |                  |                  |                  |                    |
| Victims and Families Served <sup>2</sup>            | 1,628            | 1,884            | 1,595            | 1,186 <sup>2</sup> |
| Total Services <sup>2</sup>                         | -                | -                | -                | 2,902 <sup>2</sup> |
| Court Accompaniments                                | 13               | 120              | 64               | 11                 |
| CPCMS Restitution to Victims (held back)            | \$15,465         | \$8,585          | \$6,147          | \$11,133           |
| <b>Prevention Services Unit</b>                     |                  |                  |                  |                    |
| Families Served                                     | 641              | 470              | 544              | 772                |
| Families/Children receiving DHS Services            | 205              | 109              | 86               | 56                 |
| <b>Project Start Truancy</b>                        |                  |                  |                  |                    |
| Total Hearings at Regional Courts and Courthouse(s) | 10,068           | 10,296           | 10,730           | 12,289             |
| Total Cases Discharged                              | 2,991            | 3,141            | 3,416            | 3,398              |
| <b>Substance Abuse Unit</b>                         |                  |                  |                  |                    |
| Court Ordered Specimen Testing                      | 22,313           | 20,157           | 19,090           | 19,798             |
| <b>Fiscal Unit Collections</b>                      |                  |                  |                  |                    |
| Restitution Payments                                | 219,473          | 192,919          | 180,819          | 187,133            |
| Court Costs/Fees                                    | 155,808          | 128,846          | 103,679          | 99,956             |
| <b>Total Fiscal Unit Collections</b>                | <b>\$375,281</b> | <b>\$321,765</b> | <b>\$284,498</b> | <b>\$287,089</b>   |

<sup>1</sup> Resulting in a Consent Decree, Adjudication of Delinquency, or Finding of Guilt.

<sup>2</sup> The method of counting victims has changed in 2016. Previously, if a victim was serviced multiple times, the unit counted that victim multiple times. Now, if the unit serves a victim multiple times the unit counts that victim one time but counts 100 % of the services individually.



## Domestic Relations Branch

The Domestic Relations Branch has jurisdiction over paternity establishment; child and spousal support order establishment, order modification and enforcement; custody; divorce and domestic violence matters. Under the leadership of Deputy Court Administrator, Mary Lou Baker; Directors, Joseph C. Kamnik, Jr.; Roy C. Chambers; Joseph P. McGill, Esq.; Edward V. Lehmann, Jr., and Fred Keller the Domestic Relations Branch consists of over 30 operational units. DCA Baker is also responsible for carrying out initiatives identified by the Court Administrator of the FJD, in addition to working directly with the Administrative Judge and Supervising Judge of Family Court. Ten (10) judges and one (1) Senior Judge are assigned to Domestic Relations to preside over all support, custody, divorce and domestic violence matters, including criminal abuse matters. The Domestic Relations Branch utilizes state of the art case management techniques that enhance timely case processing, increase performance measures, collect child support, establish paternity and secure medical support for children.

## The Title IV-D Child Support Enforcement Program

### Mission Statement

Partnering with the Federal Office of Child Support Enforcement (OCSE) and the State Bureau of Child Support Enforcement (BCSE), the mission of the Child Support Enforcement Program within the Domestic Relations Branch is to increase the reliability of child support paid by non-custodial parents by: locating parents, establishing paternity, establishing and enforcing realistic support orders, increasing health care coverage for children, and removing barriers to support payments, such as referring non-custodial parents to employment and educational services. Child support orders are established and enforced in accordance with federal, state and local rules and statutes. In Pennsylvania, the Child Support Enforcement Program utilizes a statewide computer system, PACSES, to establish, monitor and enforce support orders.

### Domestic Relations Overview

- The Domestic Relations Branch exceeded the 80% threshold in all performance areas and was instrumental in ensuring that the state of Pennsylvania remained the most efficient and effective Child Support Enforcement program in the country.
- In 2016, support collections totaled more than \$155M, which represents a \$2M increase over 2015 collections
- In 2016, there were approximately 79,000 total filings in the Domestic Relations Branch (20,308 custody, 35,338 support, 9,879 domestic violence and 13,432 divorce) and more than 92,000 interim and final orders entered (31,950 custody, 29,773 support, 26,945 domestic violence, and 3,438 divorce).
- As a result of the increased complement of quasi-judicial Custody Masters, approximately 17,000 custody events were scheduled in the custody masters unit, representing an increase of more than 5,000 events scheduled during the same time period in 2015.
- In 2016, Domestic Relations judges and custody masters entered more than 32,000 interim and final dispositions, representing an increase of more than 6,000 dispositions during the same time period in 2015.

## Federal Performance Measures

Since Federal Fiscal Year (FFY) 2000, the OCSE has assessed the effectiveness of Child Support programs and calculated state incentive payments based on the performance measures as mandated in the Child Support Performance and Incentive Act (CSPIA) of 1998. Performance of 80% or above in each performance measure is required and penalties are incurred if the minimum performance level is not achieved.



*The key performance measures are as follows:*

- **Paternity Establishment** – all active children on IV-D cases that were born out of wedlock and have had paternity established divided by all active children on IV-D cases that were born out of wedlock
- **Support Order Establishment** – open IV-D cases with orders divided by open IV-D cases
- **Current Collections** – total amount of current support collected and disbursed divided by the total amount of current child support due
- **Arrears Collections** – IV-D cases with payments disbursed towards arrears divided by the total number of IV-D cases with arrears due

**T**he Domestic Relations Branch exceeded the 80% threshold in all performance areas and was instrumental in ensuring that the state of Pennsylvania remained the most efficient and effective Child Support Enforcement program in the country.

|  |                |
|--|----------------|
| <b>Paternity Establishment</b> .....     | <b>102.69%</b> |
| <b>Support Order Establishment</b> ..... | <b>82.85%</b>  |
| <b>Current Collections</b> .....         | <b>80.25%</b>  |
| <b>Arrears Collections</b> .....         | <b>82.35%</b>  |

## Paternity Establishment

The establishment of paternity is the first step toward determining the child support obligation. In Pennsylvania, there is no legal relationship between the alleged father of a child born out of wedlock unless and until a valid Acknowledgement of Paternity, signed by both parties, is validated and on record with the BCSE; or the court enters an order establishing paternity. Acknowledgements of paternity may be entered voluntarily, or can be completed in-hospital, at the time of the child's birth. Once paternity is established, the child may be eligible for any of the following:

- **Birth Certificate** – child's birth certificate will show name of father
- **Health Care Benefits** – if available, the father may be able to include the child under his health care plan
- **Social Security** – the child may be eligible to receive Social Security benefits if the father becomes disable or dies
- **Inheritance** – upon death of the father, a child may have the right to inherit from his estate
- **U.S. Military benefits** – the child may be entitled to benefits as a result of the father's military service

- **Child Support** – the court may establish an order for the father to support the child until the child is emancipated

Utilizing rules and statutes governing paternity establishment, the court may enter default paternity orders or use genetic testing to establish the paternity of a child. During the order establishment process, conference officers routinely establish paternity for children born out of wedlock by executing acknowledgements of paternity or scheduling genetic tests. This testing procedure is non-invasive, i.e., the body is not pierced by any instrument. The instrument used to collect a buccal swab is a cotton or Dacron™. The procedure involves gently stroking the lining of the inner cheek (buccal mucos) with the applicator. The tissues collected on the swab are buccal epithelial cells that are continually shed as a normal physiological process and are normally present in saliva. These cells contain the DNA required to perform parentage testing. Typically four (4) swabs are collected from each individual in a case, two (2) are used for initial testing, which is usually adequate to finish a case; and the remaining two (2) are stored indefinitely. There are no age restrictions on individuals from whom specimens are to be drawn. Currently, buccal swabs are used on one-day-old infants as part of in-hospital





acknowledgement programs. Because some intergovernmental jurisdictions may not currently utilize Buccal Specimen Collection, it may be necessary to collect blood specimens in reciprocal cases. The Domestic Relations Branch also has access to the Pennsylvania Paternity Tracking System (PTS) that allows them to research and view in-hospital Acknowledgements of Paternity.

The Genetic Testing Lab located in Family Court conducted more than 3,700 DNA paternity tests.

### Support Order Establishment/Modification

In a continuing effort to improve performance and increase support collections, all conference officers manage their assigned portion of the child support caseload. Officers conduct establishment, modification and enforcement conferences in accordance with the Pennsylvania Rules of Civil procedure and are expected to effectively manage their caseload by establishing realistic orders, and by utilizing the Pennsylvania Automated Child Support Enforcement System (PACSES), and other ancillary applications to ensure compliance.

There were more than 35,000 support filings, including 16,110 new complaints for support and 9,941 petitions to modify an existing support order.

Each new complaint is scheduled for an establishment conference which is conducted under Pennsylvania Rule of Civil Procedure (Pa. R.C.P.)1910.12. If no agreement for support is reached at the conference, or if the defendant fails to appear, the conference officer may enter an interim support order based on the support guidelines as allowed by Pa. R.C.P. 1910-12 (b)(1)(2). If paternity of an out of wedlock child is denied, genetic testing will be ordered and the case listed for court to resolve the paternity issue. Conference officers also hold conferences on claims

for spousal and child support raised in a divorce action and process stipulations and orders for alimony payments.

If the matter is not resolved at the establishment conference, the case is scheduled for a hearing before one of the seven (7) quasi-judicial support masters assigned to Domestic Relations. All support masters are licensed attorneys who conduct record hearings (by audio-recording). At the conclusion of the hearing, the master prepares a “proposed order,” which is the master’s recommendation to the court.

Issuance of the proposed order starts a twenty (20) day period during which either or both sides may file “exceptions” to the proposed order. Exceptions is a document in which a party specifies the mistakes of law, fact or procedure that the party believes were made by the master in the report and proposed order and/or during the hearing.

There were 10,569 record hearings conducted before a support master and there were 1,421 support exceptions filed. Under certain circumstances a case can also be “remanded” to the master by a judge after a court hearing on exceptions.

### Support Order Enforcement – Collection of Current and Past Due Support

Conference officers routinely monitor and track all child support orders in their assigned caseload to ensure compliance. Support orders are electronically monitored through the Pennsylvania Automated Child Support Enforcement System (PACSES) for

|                                   |               |
|-----------------------------------|---------------|
| <b>Total Support Filings</b>      | <b>35,338</b> |
| <b>New Complaints for Support</b> | <b>16,110</b> |
| <b>Conferences Scheduled</b>      | <b>43,582</b> |
| <b>Record Hearings Conducted</b>  | <b>10,569</b> |
| <b>Support Exceptions Filed</b>   | <b>1,421</b>  |

|  |                      |
|--|----------------------|
| <b>Enforcement Conferences scheduled</b> | <b>16,588</b>        |
| <b>Contempt Petitions filed</b>          | <b>6,090</b>         |
| <b>Contempt Hearings scheduled</b>       | <b>10,080</b>        |
| <b>Total Collections</b>                 | <b>\$155,346,012</b> |



***Since 2004, 6,309 unemployed obligors have been enrolled in the NEON program.***

***70% of the obligors who complete the program find jobs with an average hourly wage of \$10.69, and 57% of those jobs provide medical coverage***

***Since 2004, obligors who have completed the NEON program have paid more than \$33,400,000 in child support.***

payments. Efforts are taken to encourage compliance as soon as the order is entered. If necessary, progressive enforcement remedies are taken. When accounts become delinquent, obligors may be scheduled for enforcement conferences, contempt conferences, or judicial contempt hearings, depending on the circumstances or the severity of the delinquency. There were approximately 16,500 enforcement conferences scheduled before conference officers. Domestic Relations judges presided over more than 10,000 contempt of support hearings. The underlying objective of the child support enforcement process is to compel payment, and encourage ongoing compliance, so that child support payments become a consistent source of income for families and children.

Cases that meet certain criteria for automated enforcement are selected for one or more of the following enforcement remedies: Income attachment, Federal and Pennsylvania tax intercepts, Credit Bureau Reports, Driver's License Suspensions, Professional License Suspensions, Financial Institution Data Matches, Passport Denials, Property Liens, and Lottery Interceptions.

## **New Employment Opportunities for Noncustodial Parents (NEON)**

In 2004, under the state funded New Employment Opportunities for Noncustodial Parents (NEON) program, the Bureau of Child Support Enforcement, Family Court, and Educational Data Systems, Inc. (EDSI) formed a partnership to address employment barriers faced by many of Philadelphia's child support obligors.

Under this partnership, NEON awards Philadelphia 500 job training and job placement slots annually. The Domestic Relations Branch created the Networking for Jobs and Ex-offender Reentry Program to promote responsible parenthood and improve work opportunities for unemployed obligors. The Networking for Jobs and Ex-offender Reentry Program helps unemployed obligors find and keep full time employment by connecting them with EDSI.

EDSI provides career counseling, job readiness classes, peer support, job placement, and on-going contact with a career counselor. The Networking for Jobs and Ex-offender Reentry Program has since expanded its outreach to include other job providers outside the NEON program; including CareerLink, the Mayor's Office of Community Service (MOCS) Fatherhood Initiative, Connection Training Services and People for People.

Since 2004, 6,309 unemployed obligors have been enrolled in the NEON program. This partnership has enabled 70% of the obligors who completed the EDSI program to find jobs with an average hourly wage of \$10.69 and 57% of those jobs provided medical benefits.

As of November, 2016, the total life-to-date collections for obligors who have successfully completed the NEON program were \$33,466,922.43.

## **Pennsylvania Child Support Enforcement System (PACES) Enhancements:**

### **Enterprise Content Management/PACES Imaging**

In 2016, Pennsylvania's Department of Human Services (DHS) continued the implementation of an Enterprise Content Management (ECM) system for Domestic Relations Sections and the Bureau of Child Support Enforcement (BCSE). ECM provides all DHS offices with the infrastructure necessary to scan and manage electronic documents. BCSE's portion of ECM is known as PACES Imaging. Implementation of PACSES Imaging began in November, 2015 with a phased rollout in Philadelphia, Allegheny and York counties. Leading up to implementation, Philadelphia County DR staff was actively involved in the planning and preparation,



including participating in regularly scheduled meetings with BCSE, and conducting in-house training sessions for all pertinent staff. As a result of their involvement in the pilot phase, Philadelphia County DRD staff was actively involved in the statewide rollout that occurred in 2016. Philadelphia County staff, who were well versed in the imaging application, visited several counties throughout the Commonwealth to lend peer support and guidance during the statewide rollout.

### **Federally Assisted State Transmitted (FAST) Levy Program**

In September, 2016, the Bureau of Child Support Enforcement (BCSE) implemented system enhancements to enable Pennsylvania to participate in the Office of Child Support Enforcement's (OCSE) Federally Assisted State Transmitted (FAST) levy program. Fast Levy supports electronic transmission of Financial Institution Data Matches (FIDM) to participating banks. Philadelphia County was the first county to secure a FIDM seizure using the FAST Levy process.

### **Custody Responsibilities**

The judges and custody masters assigned to the Domestic Relations Branch preside over all custody related matters, including, but not limited to, primary custody, partial custody, contempt of custody and relocation matters. Resolution of child custody disputes is one of the more sensitive and emotionally charged functions of the Domestic Relations Branch.

All petitions seeking to establish a custody order or to modify an existing order are referred to the Master's Unit by the Clerk of Family Court and the Intake Unit. There were more than 20,000 custody related filings filed with the Domestic Relations Branch, including approximately 9,300 complaints seeking to establish or modify a custody order. In 2016, The Domestic Relations Branch operated with a full complement of nine (9) quasi-ju-

|   |               |
|---|---------------|
| <b>Total Custody Filings</b>                            | <b>20,308</b> |
| <b>Events scheduled - Masters</b>                       | <b>16,905</b> |
| <b>Events scheduled – Judicial</b>                      | <b>11,204</b> |
| <b>Custody Dispositions entered (Interim and Final)</b> | <b>32,649</b> |

dicial Custody Masters, who conduct conferences and record hearings in child custody cases. The additional staffing enabled the Domestic Relations Branch to schedule nearly 17,000 events scheduled in the Custody Masters' Unit, an increase of more than 5,000 scheduled events.

If an agreement is not reached at the master's conference, the master may, in some cases, direct the parties to a judge for a same-day hearing. More than 450 cases were referred to court directly from the masters hearing. Where no final agreement is reached at the conference, the matter will be listed for a full judicial hearing. There were approximately 11,200 custody related judicial events scheduled. Through the efforts of the custody masters and judges, more than 32,000 final and interim dispositions were entered.

### **Family Court Help Center**

The Family Court Help Center was opened in 2015 as a resource for pro se litigants to obtain forms and information related to domestic relations matters. Staffed by volunteer attorneys from the Philadelphia Family Law Section, Women Against Abuse, and Philadelphia Legal Assistance, the Help Center is located in the office of the Clerk of Family Court on the 11th floor of 1501 Arch Street, and open from 12:00pm to 3:00pm on normal Family Court business days. Although the initial focus of the Help Center is to provide assistance in custody cases, forms and informational materials are also available for all other domestic relations case types. In 2016, nearly 1,700 pro-se litigants received assistance from the Help Center.



## Divorce Responsibilities

|   |               |
|---|---------------|
| <b>Divorce Complaints disposed</b>                            | <b>1,732</b>  |
| <b>New Divorce Complaints filed</b>                           | <b>1,497</b>  |
| <b>Events scheduled – Judicial</b>                            | <b>11,204</b> |
| <b>Related pleadings filed</b><br>(Contested and uncontested) | <b>11,749</b> |

The Domestic Relations Branch has jurisdiction over all facets of divorce proceedings. These include the entry of decrees in divorce and annulments and resolutions of all economic claims

arising from divorce actions. Domestic Relations Judges hear all divorce motions, including motions for discovery, substituted service, specific relief, and enter orders approving grounds for divorce. Economic claims arising from divorce actions, such as equitable distribution, alimony, and counsel fees and costs are initially heard by our two (2) experienced divorce masters, who conduct non-record hearings. If an agreement is not reached before the divorce master, a proposed Order and Decree is issued and a party may file for a trial de novo before a Domestic Relations judge.

There were 1,732 new Complaints in Divorce filed and there were 1,497 Divorce Complaints disposed. In addition to new Divorce Complaints, there were 11,479 divorce related pleadings (contested and uncontested) filed within the Domestic Relations Branch.

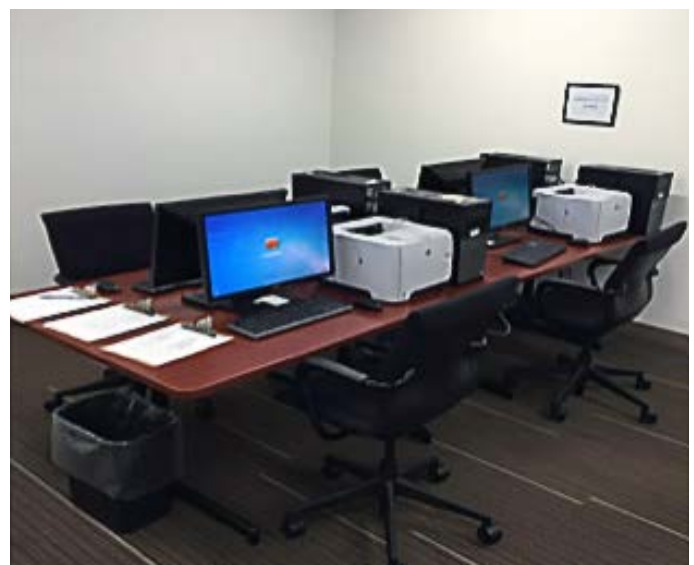
## Domestic Violence Responsibilities

|                                 |              |
|---------------------------------|--------------|
| <b>New PFA petitions filed</b>  | <b>9,879</b> |
| <b>Temporary Orders Entered</b> | <b>9,607</b> |
| <b>Final Orders entered</b>     | <b>9,154</b> |

The Domestic Violence Unit is a pro se filing unit designed to provide assistance to victims of domestic violence. Additionally, the Senior Law Center has representatives located in the Domestic Violence Unit to assist elderly clients who are victims of abuse or who may need referrals for additional services. The Domestic Violence Unit conducts interviews with petitioners and prepares Protection from Abuse (PFA) Petitions, which are then submitted to Domestic Relations Judges for review and, if appropriate, the entry of a Temporary PFA Order. Domestic Relations Division Judges hear cases involving domestic violence between family members, or between parties who have had an intimate relationship. Domestic Relations Judges also conduct hearings to vacate or extend restraining orders, and in contempt of PFA orders, both criminal and civil. In 2016, PFA petitions seeking the entry of an order totaled 9,879. In

2016, Domestic Relations' Judges presided over more than 18,600 domestic violence related events.

Judges assigned to the Domestic Relations Division conduct criminal trials on cases charging defendants with indirect criminal contempt for violation of a protection order entered pursuant to the Protection from Abuse Act. In 2016, Domestic Relations Judges conducted more than 2,700 hearings in criminal abuse cases.



*Family Court Help Center*





## Philadelphia Family Court Domestic Relations Division

Title IV-D Child Support Program

### DR Quick Facts

#### Performance Measure Support Order

|   |         |
|---|---------|
| Open IV-D Cases as of 12/16                         | 90,307  |
| Number of Active Children in Open Cases as of 12/16 | 125,385 |
| Average Children/Case                               | 1.39    |

| <b>Collections (OCSE 34A)</b> | <b>2014</b>          | <b>2015</b>          | <b>2016</b>          |
|-------------------------------|----------------------|----------------------|----------------------|
| TANF Collections              | 64,025,188           | 64,453,207           | 66,005,375           |
| Non-TANF Collections          | 84,738,478           | 82,870,328           | 83,688,324           |
| <b>Sub-Total Collections</b>  | <b>148,763,666</b>   | <b>147,323,535</b>   | <b>149,693,700</b>   |
| Non-IV-D Collections          | 7,458,556            | 5,757,571            | 5,652,312            |
| <b>Total Collections</b>      | <b>\$156,222,222</b> | <b>\$153,081,105</b> | <b>\$155,346,012</b> |

#### Case Count (157a Line 2)

|              |               |               |               |
|--------------|---------------|---------------|---------------|
| Current      | 14,159        | 13,529        | 11,102        |
| Former       | 42,075        | 42,696        | 42,812        |
| Never        | 21,303        | 21,092        | 20,368        |
| <b>Total</b> | <b>78,227</b> | <b>77,317</b> | <b>74,282</b> |

#### Average Annual Collection Per Case (OSCE 34A)

|                          |                |                |                |
|--------------------------|----------------|----------------|----------------|
| TANF Collections         | 1,139          | 1,146          | 1,224          |
| Non-TANF Collections     | 3,978          | 3,929          | 4,109          |
| <b>Total Collections</b> | <b>\$1,902</b> | <b>\$1,905</b> | <b>\$2,015</b> |

#### Accumulated Arrears Owed (October 2016 - December 2016) OSCE 157F

|              |             |
|--------------|-------------|
| Philadelphia | 130,976,480 |
| Pennsylvania | 861,526,934 |

#### Current Staff (As of December 25th 2016)

|                                  |     |
|----------------------------------|-----|
| Full-Time IV-D Employees         | 349 |
| Part-Time IV-D Employees         | 0   |
| Full-Time General Fund Employees | 72  |
| Part-Time General Fund Employees | 0   |
| District attorney Employees      | 16  |



| <b>Philadelphia Family Court Domestic Relations Branch</b> |                              |                     |               |               |
|--|------------------------------|---------------------|---------------|---------------|
| Calendar Years 2014-2016                                   |                              |                     |               |               |
| <b>Total DR Filings</b>                                    |                              | <b>2014</b>         | <b>2015</b>   | <b>2016</b>   |
| <b>Custody Filings</b>                                     | Custody/Confirm Custody      | 5,532               | 5,594         | 5,873         |
|  | Partial Custody/Visitation   | 295                 | 429           | 430           |
|  | Modify Custody               | 3,126               | 3,231         | 3,477         |
|  | Contempt of Custody          | 1,836               | 1,631         | 1,837         |
|  | Subtotal                     | 10,789              | 10,885        | 11,617        |
|  | Custody Exceptions           | 73                  | 88            | 235           |
|  | Motions & Other Filings      | 7,290               | 8,625         | 8,456         |
| <b>Total Custody Filings</b>                               |                              | <b>18,152</b>       | <b>19,598</b> | <b>20,308</b> |
| <b>Support Filings</b>                                     | New Complaints               | 17,137              | 17,529        | 16,110        |
|  | Modifications                | 9,778               | 10,546        | 9,941         |
|  | Contempt Petitions           | 4,399               | 5,491         | 6,090         |
|  | Support Exceptions           | 983                 | 1,430         | 1,421         |
|  | Support Motions              | 1,482               | 1,588         | 1,776         |
| <b>Total Support Filings</b>                               |                              | <b>33,779</b>       | <b>36,584</b> | <b>35,338</b> |
| <b>Domestic Violence</b>                                   | New Petitions                | 10,074              | 10,101        | 9,879         |
|  | <b>Divorce</b> New Petitions | 1,721               | 1,732         | 1,734         |
|  | Misc. Filings <sup>1</sup>   | 11,150              | 11,479        | 11,698        |
| <b>Total Divorce Filings</b>                               |                              | <b>12,871</b>       | <b>13,211</b> | <b>13,432</b> |
| <b>Total DR Filings</b>                                    |                              | <b>74,876</b>       | <b>79,494</b> | <b>78,957</b> |
| <b>Total DR Petitions Processed</b>                        |                              |                     |               |               |
| <b>Custody</b>   | Interim, Master and Judicial | 30,296 <sup>3</sup> | 26,431        | 32,649        |
| <b>Support</b>   | Establishment only.          | 24,317              | 27,901        | 29,773        |
| <b>Domestic Violence</b>                                   | Interim & Final              | 29,285              | 28,102        | 26,945        |
| <b>Divorce</b>   | Final & Interim Orders only  | 3,048               | 3,036         | 3,438         |
| <b>Total DR Dispositions</b>                               |                              | <b>86,946</b>       | <b>85,470</b> | <b>92,805</b> |

<sup>1</sup> Contested & Uncontested

<sup>2</sup> Disposition of contempt and motion hearings are not counted on statewide child support system - PACSES

<sup>3</sup> Includes dispositions entered by judges that were temporarily assigned to DR to preside over custody matters.



## Domestic Relations Association of Pennsylvania (DRAP)

At the 2016 Annual Training Conference of the Domestic Relations Association of Pennsylvania, held in Lancaster, Pa., Philadelphia's Edward V. Lehmann Jr., was elected President and Joseph Kamnik was elected Treasurer, both for a two (2) year term.

Each year DRAP awards scholarships to children of full time IV-D child support employees. The student must be enrolled in a full-time post-secondary education program. Scholarship winners are announced each year at the Annual Training Conference. In 2016, the son of Philadelphia County Hearing Officer, Sandra Andreola, was the winner of a \$1,000 scholarship,

In March, 2016, the Philadelphia Domestic Relations Division hosted a meeting of the eastern region of the DRAP. The meeting included representatives from 16 counties, Office of Child Support Enforce-



**Roy Chambers, Director; Mary Lou Baker, Deputy Court Administrator; Joseph Kamnik, DRAP Treasurer; Sandra Andreola; Fred Keller, Director; Edward V. Lehmann, Jr., DRAP President**

ment (OCSE), Bureau of Child Support Enforcement (BCSE), and the Pennsylvania Child Support Training Institute (PACSETI). Topics of discussion ranged from proposed legislation changes, including new child support guidelines, to enhancements to the PACSES system. The meeting proved to be a successful exchange of ideas and information.

## Child Support Awareness Month

During the month of August 2016, Domestic Relations celebrated national Child Support Awareness Month. Title IV-D Child Support Enforcement services were advertised in several local neighborhood newspapers during August. All Domestic Relations staff wore a pin to recognize the outstanding achievements and services provided throughout the year.

## Centralized Services

The Centralized Services Units serve both branches of Family Court. Each unit performs a unique function that adds value and enhances overall court operations. Centralized Services consist of the Security, Custodial, Building Services, and the Management of Information and Technology (MIT) Units.

## Management of Information and Technology (MIT) Unit

The Management of Information and Technology Unit fosters access to justice by performing a broad range of tasks centered on

the procurement, development, implementation, and maintenance of the information technology used by Family Court. These duties are separated into the Network, Automation, Desktop Support, Audio/Video communications, and Application Development.

The goal of the unit is to fully support these various technologies, creating a virtual courthouse which promotes access to information, with the intent of making the experience as pleasant as possible for employees.

### *Some unit duties and highlights for 2016 include:*

- Making Wi-Fi available in all public areas
- Facilitating the training for:
  - Interpreters
  - Digital Recorders
  - AOPC PACfile
  - Sheriffs' Office
  - Truancy Unit
  - Office training for new Judges' staff
  - Webinars.
- Actively reclaiming unused equipment for maintaining an accurate inventory and availability.



- Standardizing IP printing, mitigating the need for desktop printers.
- Re-occurring evaluation of all Audio and Visual equipment, and the submittal of maintenance requirements to appropriate contract technicians.
- Researching possible equipment purchases to assist in informed purchasing of equipment.
- Testing and documentation of equipment and procedures, ensuring all needs are met.
- Ensuring that users can integrate new equipment and procedures into their workflow
- Facilitating the ability to have video and audio presentations for evidence and procedural training.
- Utilizing Audio and Visual equipment to accommodate international video conferencing.
- Scheduling and facilitating calls for 3 plus users, anywhere in the world utilizing our conference phone system.
- Creating video presentations for the Language of Justice Institute Meeting and the 2016 FJD Shadowing Presentation.

### Family Court Events and Awards

2016 was an exciting year for Family Court, with many events celebrating Philadelphia's families, the hard work and accomplishments of our staff, and the transformational power of the Courts and their partners in the juvenile justice systems and dependency systems. Many staff members also received awards, in recognition of their excellence and service to Philadelphia Family Court.

### Employee Appreciation Days

Family Court Employees were recognized for their hard work on July 14th and August 17th. In July, employees enjoyed donuts and beverages in the morning and water ice and soft pretzels in the afternoon. Family Court Administration treated employees to hoagie lunch in August.



*Eastern State Penitentiary*

### Juvenile Justice Week

In special recognition of Pennsylvania's Juvenile Justice System and its work with juveniles, victims, and communities, Governor Tom Wolf declared October 2-8, 2016 as Juvenile Justice Week. To commemorate the occasion, Philadelphia, held some exciting and worthwhile activities.

On Monday October 3, 2016, the Annual Fall Classic All Star Basketball game was held featuring Philadelphia Juvenile Probation Officers against Philadelphia Providers' League Youth All Stars. The event held at the Martin Luther King Recreation Center, also served as a Halloween candy drive for the local community. Several local universities donated tickets and school apparel for youth





attending the event. The donations really helped the 3rd Annual Basketball Game become a truly extra-special event. At halftime the Drum Line and Cheerleaders performed for the crowd. The final score was 52-49 with the Philadelphia Provider' League taking the win over the Probation Officers.

Probation staff toured Eastern State Penitentiary, the world's first true "penitentiary" on Tuesday, October 4th. During a guided tour, Probation Officers walked through cellblocks, stepped inside a recreated cell, discussed the Pennsylvania System of separate confinement, and heard true escape stories. After the tour, the group explored the exhibit Prisons Today: Questions in the Age of Mass Incarceration.

The Philadelphia Juvenile Probation Department participated in a volunteer event on Wednesday October 5th at Cradles to Crayons' warehouse. The agency provides children from birth to age 12, living in low-income and homeless situations, with the essential items they need to thrive – at home, at school and at play. Staff worked together sorting and processing donated children's items to make customized "kid packs" that help disadvantaged



*Probation Staff volunteering at the Cradles to Crayons Warehouse*

children around the Greater Philadelphia region.

The State of Probation and Awards Ceremony marked the culmination of Juvenile Justice Week on Thursday, October 6, 2016. During the event held at Philadelphia Family Court, Administrative Judge Margaret T. Murphy and Supervising Judge Walter Olszewski addressed probation staff on the suc-



*The State of Probation and Awards Ceremony*



*The State of Probation and Awards Ceremony*



cesses of the past year, future initiatives, and the important impact that Probation Officers have on youth and families. In addition to awards for Probation Officer of the Year, Supervisor of the Year, and Merit, the ceremony included swearing in three new Probation Officers.

### Adoption Celebration- National Adoption Day

On November 18, 2016, Administrative Judge Margaret T. Murphy and Supervising Judge Walter J. Olszewski presided over the adoptions of 20 children who were finalized in recognition of National Adoption Day. After the adoption finalization hearings, a celebration was held at the Friends Center. The ceremony was emceed by NBC 10's Vai Sikahema, and included remarks from

Councilwoman Cindy Bass and Cynthia Figueroa, Deputy Commissioner of the Department of Human Services. This yearly event recognizes the collaborative efforts of the courts, child welfare agencies, advocates, policymakers and foster families to finalize adoptions and find permanent and forever homes for children.

### The Philadelphia Local Roundtable – 10th Anniversary Celebration

Pennsylvania's Roundtables for Children Initiative was implemented in 2006, creating a statewide infrastructure for effective administration and communication via a three-tier system. The three



tiers include: Local Roundtables in each judicial district, seven (7) statewide Leadership Roundtables, and one (1) State Roundtable. The Roundtable structure guides the flow of dependency practice and enables Pennsylvania to be responsive to the common needs of the state, while allowing each judicial district to function in a way that best meets their needs.

Administrative Judge Margaret T. Murphy along with representatives from the Department of Human Services, Family Court, the Department of Behavioral Health, the School District of Philadelphia, and the Support Center for Child Advocates, and the Child Advocacy Unit from the Defenders' Association celebrated the 10th Anniversary of the Philadelphia Local Roundtable on December 10, 2016.



*National Adoption Day*





*Three hundred thirty-three years later, the Orphans' Court is alive and well, continuing the mission envisioned and entrusted by its creator, William Penn, seeing that those in need of protection receive it.*





## ORPHANS' COURT JURISDICTION

**T**he Orphans' Court protects those who cannot protect themselves, and therefore, the types of cases vary greatly from the protection of people of all ages and stages of life to the protection of entities such as estates, trusts, charities and cemeteries. Since 1683, the Philadelphia Orphans' Court, first independent and now a division of the First Judicial District, has been providing protection to those to whom justice might be denied through traditional courts.

### Orphans' Court Caseload

This report will show the petitions and other matters heard and ruled upon by the Orphans' Court Judges. The Division's judicial functions as well as its administrative, regulatory and monitoring functions are illustrated. The number of cases assigned and disposed, the case types, decrees and orders are graphically displayed. Matters are randomly assigned to the Division's Judges from the Clerk of Orphans' Court for cases filed in the Orphans' Court and from the Office of Judicial Records for cases filed in the Civil Trial Division.

## ORPHANS' COURT JUDGES

The Judges, **Administrative Judge Matthew D. Carrafiello**, **Senior Judge John W. Herron**, and **Judge George W. Overton**, bring their wealth of knowledge and judicial experience to the Orphans' Court Division. Each Judge maintains his own separate calendar of cases which are handled from beginning to end.



*Left to Right: Senior Judge John W. Herron, Administrative Judge Matthew D. Carrafiello and Judge George W. Overton*





## Orphans' Court Cases

Petitions are filed with and processed through the Clerk of Orphans' Court Office under the direction and supervision of the **Honorable Ronald R. Donatucci**, Clerk of the Orphans' Court and Register of Wills in and for Philadelphia County.

Petitions are then assigned to the three Orphans' Court Judges on a rotating basis. The assigned Judge will dispose of the petition and any further petitions filed under that Orphans' Court case number.

Petitions and Reports filed under both the Alleged Incapacitated Person and the Incapacitated Person Case Types are grouped together under Incapacitated in the chart on page 88. Case Types

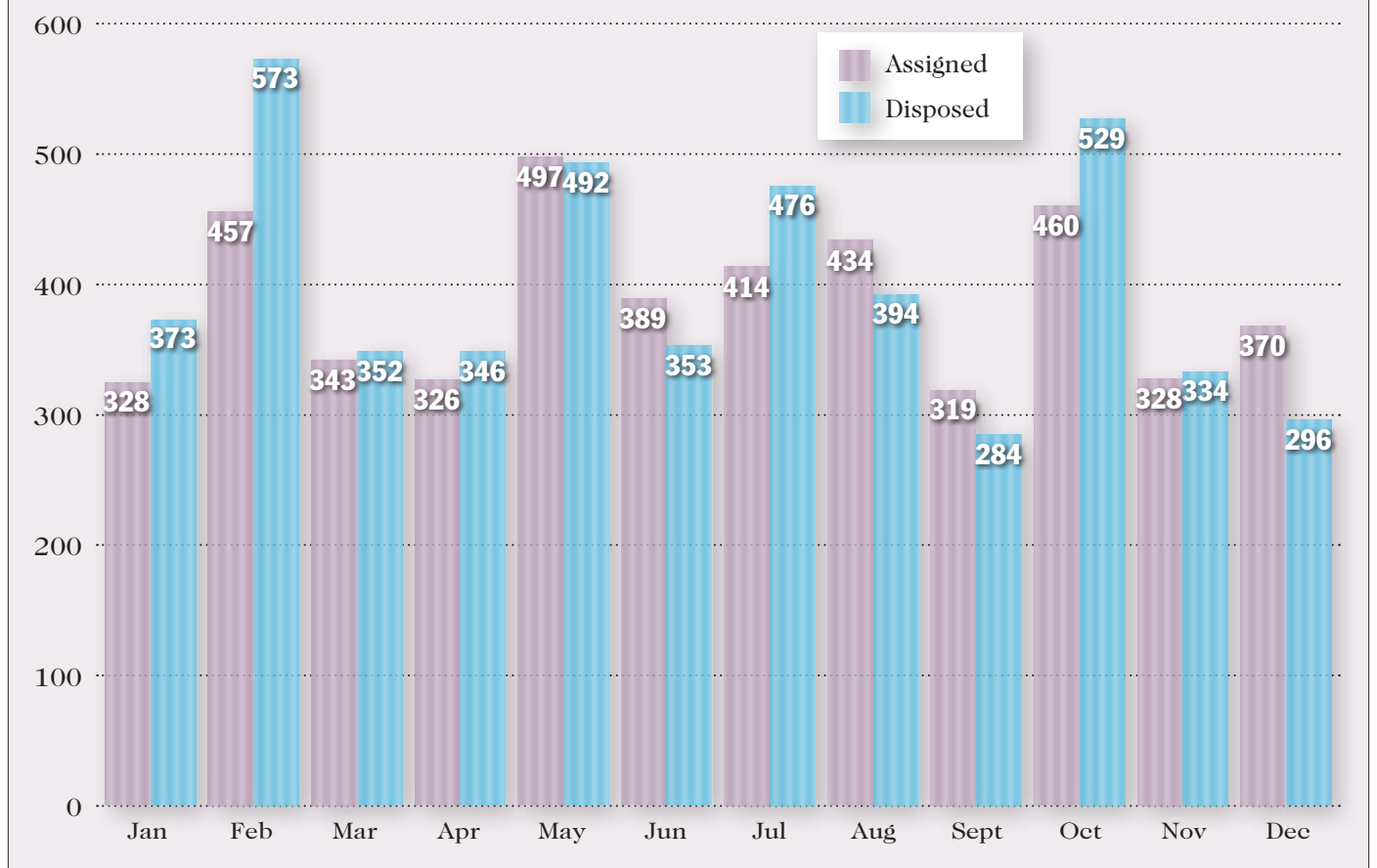
## Orphans' Court Division - 2016

|  | Assigned    | Disposed    |
|--|-------------|-------------|
| Petitions, Reports, Inventories and matters filed in Orphans' Court.....           | 4665        | 4802        |
| Petitions filed in Civil Trial Division and assigned to Orphans' Court Judges..... | 826         | 847         |
| <b>Totals.....</b>   | <b>5491</b> | <b>5649</b> |

have been combined for purposes of this Report as follows:

- **Decedents includes:** Decedents' Estates, Powers of Attorney, Appeals from Register of Wills, and Presumed Decedents
- **Trusts includes:** Inter Vivos Trusts, Testamentary Trusts, and Special Needs Trusts

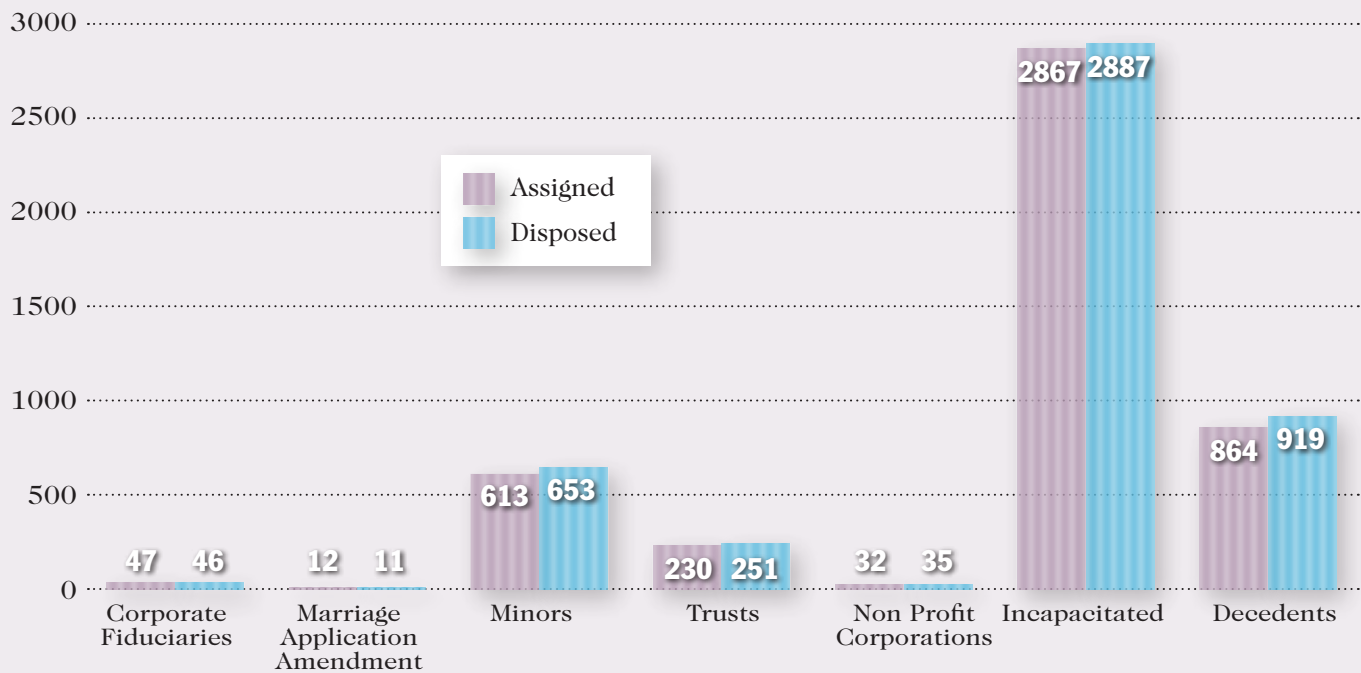
## Orphans' Court Division Petitions





## Orphans' Court Division Petitions Assigned and Disposed by Case Type

Includes Guardian Reports & Inventories



## Guardianships

### Incapacitated and Alleged Incapacitated Persons

Once an individual reaches the age of majority, 18 years of age in Pennsylvania, he or she is an adult, fully empowered and presumed to possess the capability to make decisions and conduct his or her own affairs. Due to injuries, abuse, disease, the ravages of age, mental or physical disabilities, an individual's capacity to effectively make and communicate decisions concerning his or her own finances, health and safety may become impaired over time. When that happens, many individuals with the support of family, friends, and various agencies are able to manage effectively. For the others, the appointment of a guardian is the vehicle through which they seek and obtain assistance. Guardians can only be appointed by the Orphans' Court and have a fiduciary obligation to see to the personal and/or financial well-being of their wards, the incapacitated persons.

Guardians can function in both capacities managing health,

safety and finances, or a separate guardian of the person can be appointed to manage health and safety issues while a guardian of the estate can be appointed to manage finances. The guardians are required by statute to file inventories and annual reports.

Philadelphia has a tradition of encouraging the appointment of lay guardians. With the benefit of appointing those most concerned, comes the obligation to see that the guardians act with fidelity for the best interests of the incapacitated person and in compliance with the law.

Sixty-one percent of all matters assigned to the Orphans' Court concern alleged incapacitated persons or incapacitated persons. Of that number, 66% involve the Court's exercise of its regulatory and monitoring functions by reviewing the annual reports, final reports and inventories filed by the guardians.

Of the 4419 decrees issued by the Orphans' Court Judges in 2016, almost half concerned cases involving alleged incapacitated or incapacitated individuals.



## Guardianship Monitoring

The Orphans' Court monitoring and regulatory function includes review of the inventories and yearly reports, and determinations of petitions concerning: approval of budgets, expenditures of principal for the purchase of a car or home and related insurances, repairs and/or modifications, fees and commissions, expenses including clothing, food, vacations, utilities, rent, cable, telephone, nursing home, prescription and other medical costs, establishment of burial accounts, the creation of trusts, education expenses, and the sale of assets including a car or home.

## Ten Year Comparison

The Orphans' Court has seen an exponential growth in its regulatory function concerning guardians of incapacitated persons. In 2006, there were 201 active cases, with reports filed in only 3 cases. In 2016, the Court reviewed 1881 filed reports, including Annual Reports, Final Reports, Final Reports-Deceased, and Inventories.

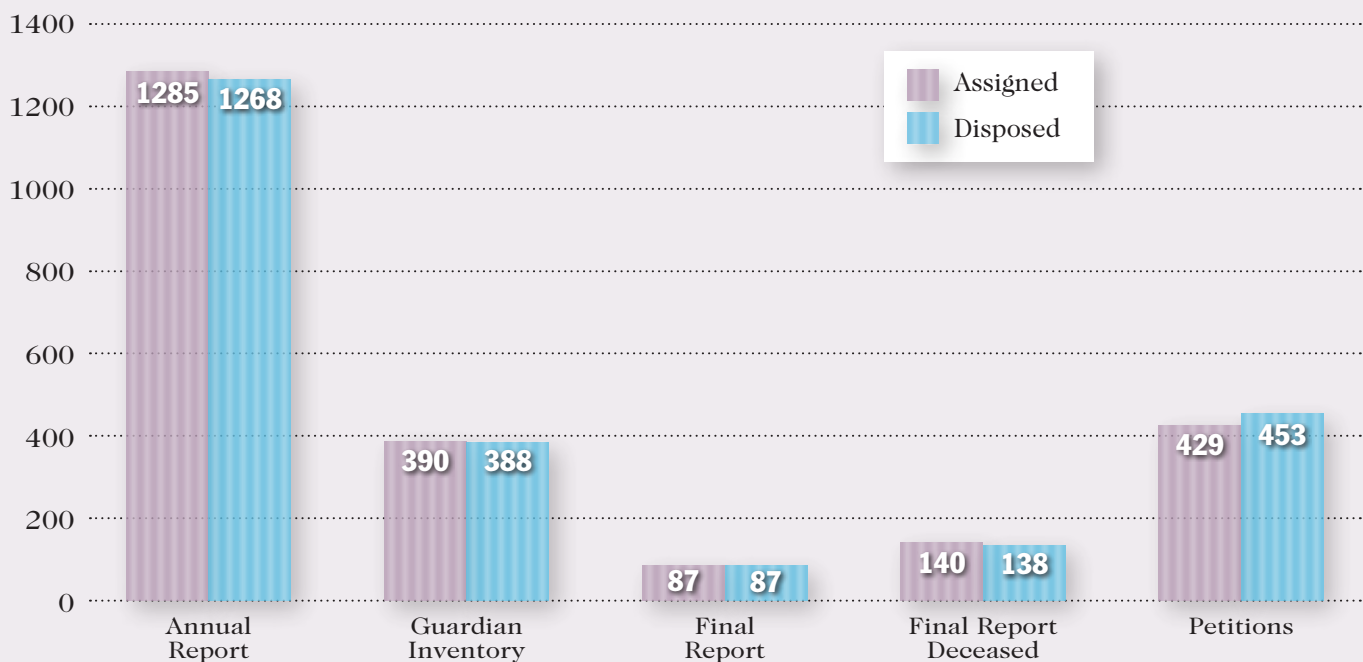
## Creation and Implementation of the Position of Guardianship Investigator

Guardians, both lay and professional, who fail to comply with the reporting mandates of Pennsylvania statutes, which require the filing of an inventory within 90 days, annual reports for both the estate and the person and a final report upon the closure of the guardianship by return to capacity or death, have presented a threat to those incapacitated persons who depend upon their guardians' lawful and faithful service, thus requiring the creation of a dedicated position.

During his tenure, **Administrative Judge Joseph O'Keefe** made a budgetary request for the funding of the position of Guardianship Investigator. Upon the retirement of Judge O'Keefe, the newly-appointed **Administrative Judge for Orphans' Court, Matthew D. Carrafiello**, renewed this request with both City Council and the First Judicial District. Through enlightened concern for those who are at risk from guardians who fail to comply

### Incapacitated Persons Cases

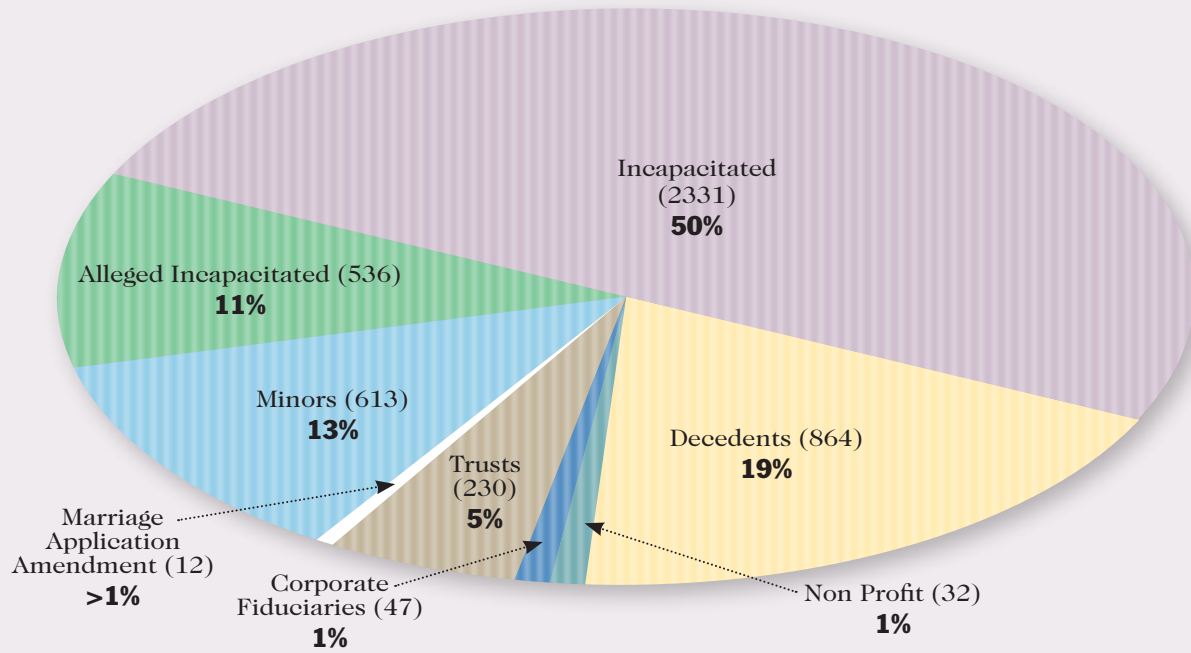
Petitions and Reports | Assigned and Disposed



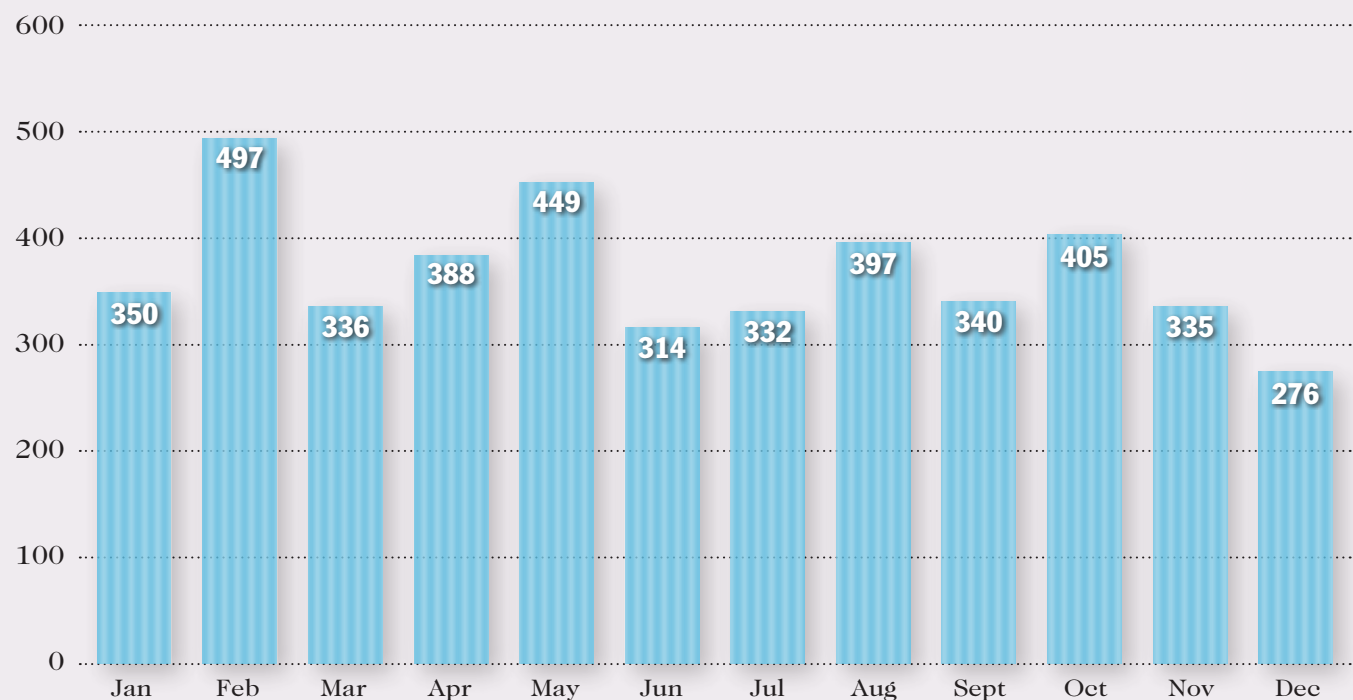


## Assigned Petitions by Case Type

Includes Guardian Reports & Inventories



## Decrees







with our reporting laws, the position of Guardianship Investigator, within the Orphans' Court Division of the First Judicial District, was created, funded and filled in November 2016.

To Judge O'Keefe, our City Council and the leadership of our First Judicial District, we give our sincerest appreciation for the creation of this historic position. For the first time, the oversight of guardians in Philadelphia is being given the same priority as other fiduciaries.

**Etrusia Gibbs** joined the First Judicial District on November 21, 2016 as the Guardianship Investigator for the Orphans' Court Division of the Court of Common Pleas for Philadelphia County. Ms. Gibbs has 18 plus years of financial experience in various banking departments, including fraud, legal order processing, mortgage foreclosure, home equality solutions and bankruptcy. She most recently

worked at Philadelphia Corporation for Aging as a Financial Investigator, where she investigated cases of financial exploitation of Philadelphia residents aged 60 and over. She worked closely with the Philadelphia Police Department and the District Attorney's Office.

Upon commencement of her position, Ms. Gibbs has worked with the Division's Administrative Judge and staff to design a program that will meet the needs of the incapacitated; particularly, the need to create a system by which guardians file legally sufficient inventories, maintain

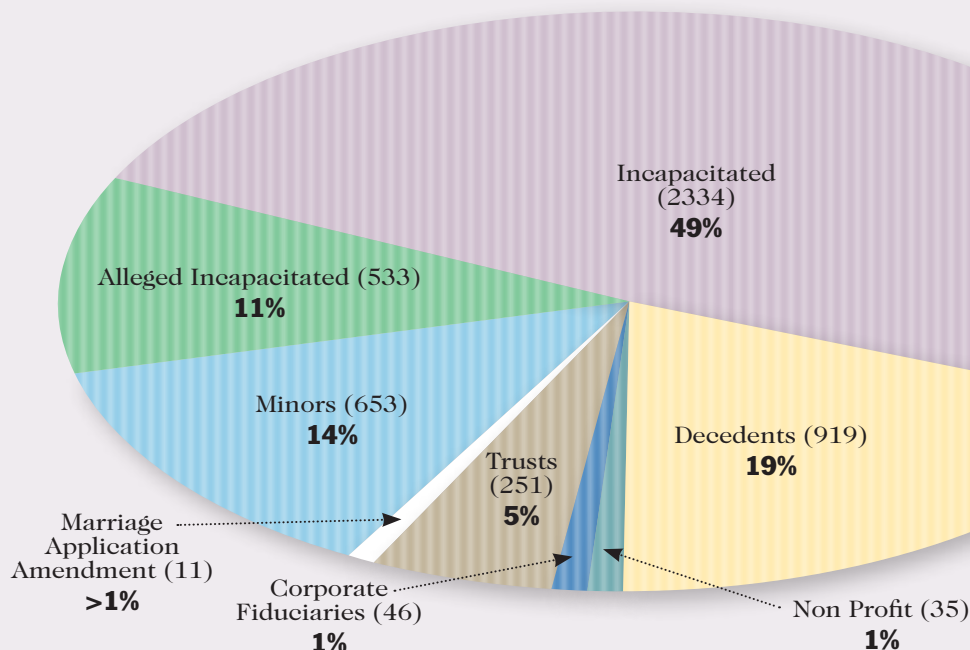
up-to-date contact information, and investigate specific concerns raised about guardian behavior and/or their ward's (the incapacitated person's) condition.

While still a new hire, from November 21, 2016 until December 31, 2016, in addition to undergoing training, she has commenced

**For the first time,  
the oversight of  
guardians in  
Philadelphia is being  
given the same priority  
as other fiduciaries**

### Disposed Petitions by Case Type

Includes Guardian Reports & Inventories





review of over 100 matters which, in one fashion or another, were not in compliance. She also tackled the outstanding noncompliant guardians who were in the process or have been listed for court hearings; 12 out of those 18 cases were resolved due to her efforts.

It is expected that we shall see dramatic returns from the investment made in the creation of this position. While those returns will not be evidenced by the Courts monetarily, the ever-growing population of our elders as citizens, incapacitated adults and their families are certain to realize them.

### Decedents' Estates, Appeals from the Register, Trusts, Powers of Attorney

The traditional areas handled by the Orphans' Court Division for Philadelphia County concern Decedents' Estates, Appeals from Decrees issued by the Registers of Wills, Testamentary Trusts, Inter Vivos Trusts, Charitable Trusts and Cemetery Trusts.

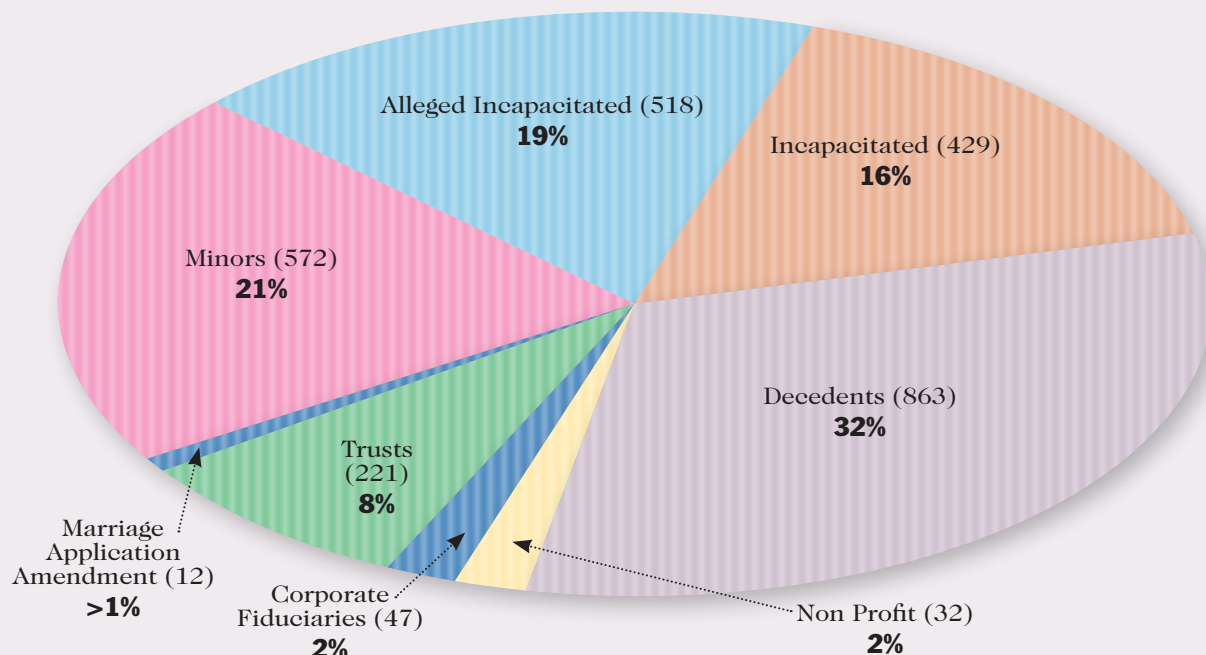
With the shift in wealth away from Philadelphia County to

surrounding counties, and the termination of long standing trusts, the number of testamentary trusts has declined. Petitions assigned concerning trusts represent only 8% of the total petitions assigned in the Orphans' Court Division. However, with the increase in multi-million dollar awards in personal injury and medical malpractice cases, and the desire to continue to receive benefits while preserving assets, the Court has seen an increase in Special Needs Trusts created for disabled individuals, including minors and incapacitated persons. The Orphans' Court regularly hears petitions for the establishment of special needs trusts, appointment of trustees, and allowance for principal expenditures. Of particular importance is the Court's desire to maintain a current list of approved corporate fiduciaries who may be appointed to serve as trustees. Philadelphia is the only county in the Commonwealth of Pennsylvania which requires that a corporate fiduciary file an annual petition for approval. There were 46 corporate fiduciaries approved in 2016.

Disputes among family members are intensified following the

### Assigned Petitions by Case Type

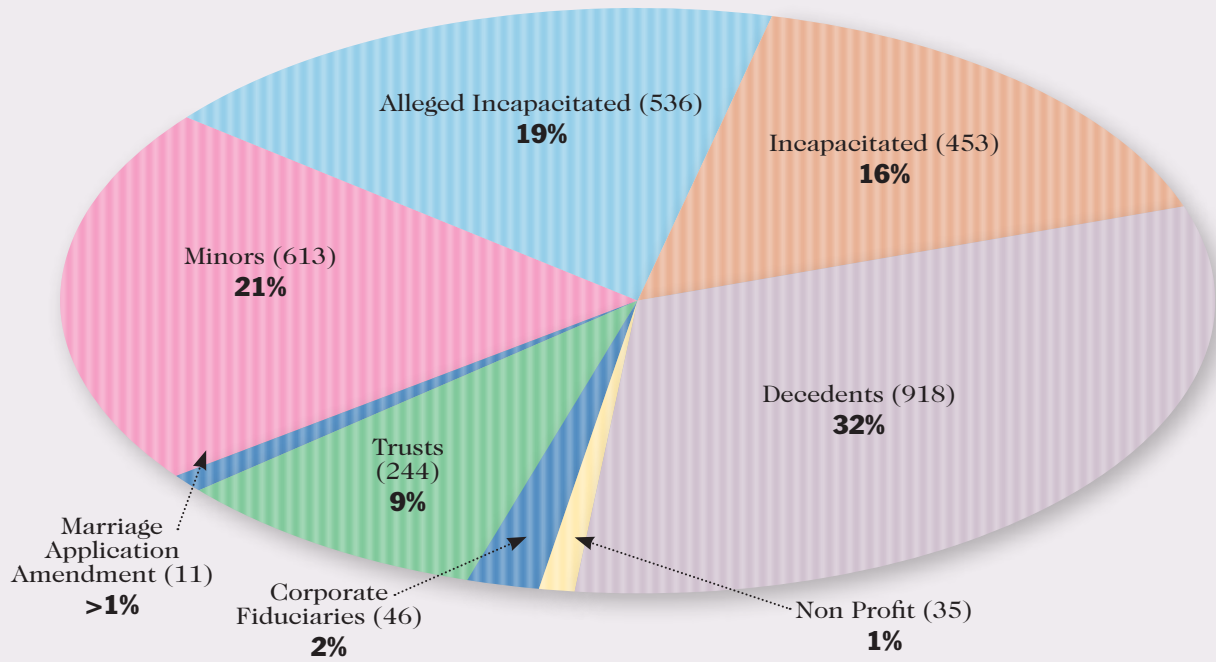
Does Not Include Guardian Reports & Inventories





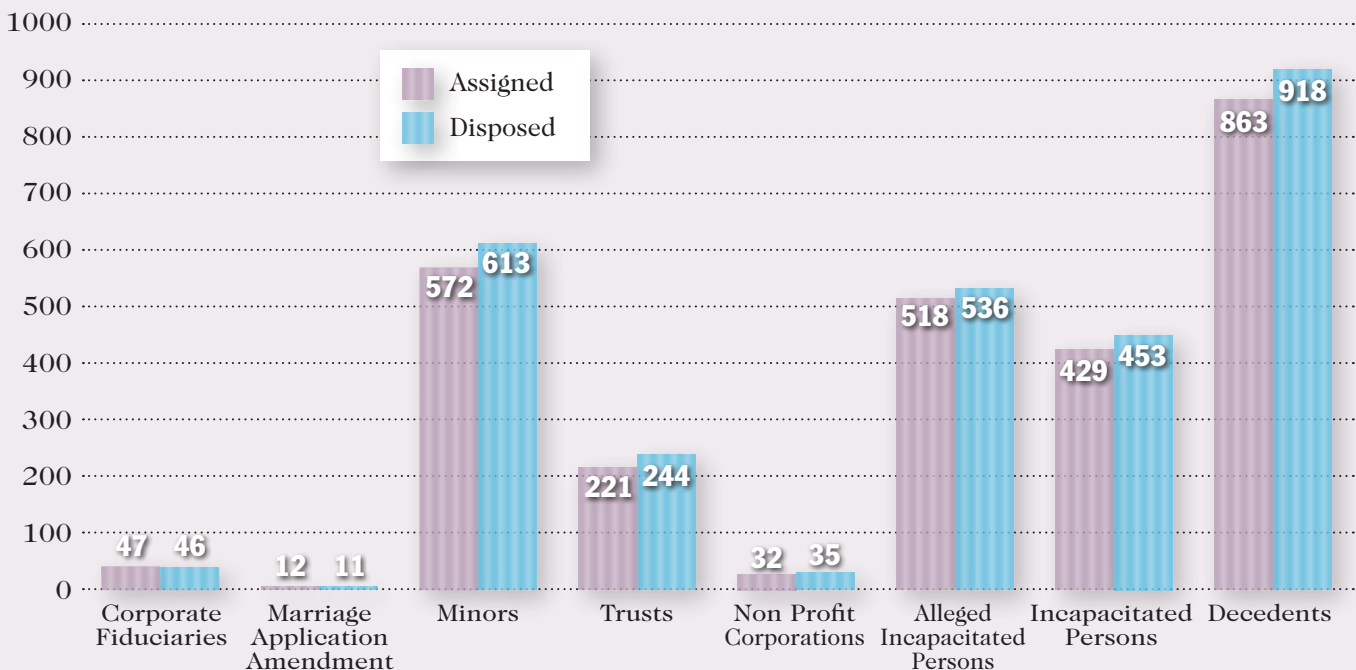
## Disposed Petitions by Case Type

Does Not Include Guardian Reports & Inventories



## Orphan's Petitions Assigned And Disposed by Case Type

Does Not Include Guardian Reports & Inventories





death of a family member where money, real estate, or other assets are involved. This is routinely seen in petitions filed to remove a personal representative, order a personal representative or a former agent under power of attorney to account for assets and funds, to eject an intestate heir from the decedent's home, or for forfeiture. Appeals from decisions of the Register of Wills appointing one family member over another based on allegations including undue influence, weakened intellect, confidential relationship, fraud, forgery and/or lack of testamentary capacity are common. These cases are often the most complex and time consuming, as families disintegrate trying to advance their positions, driven by emotions. The percentage of petitions filed involving decedents' cases, which include decedents' estates, powers of attorney, appeals from the Register of Wills, and presumed decedents, remain the highest percentage of cases handled by the Division.

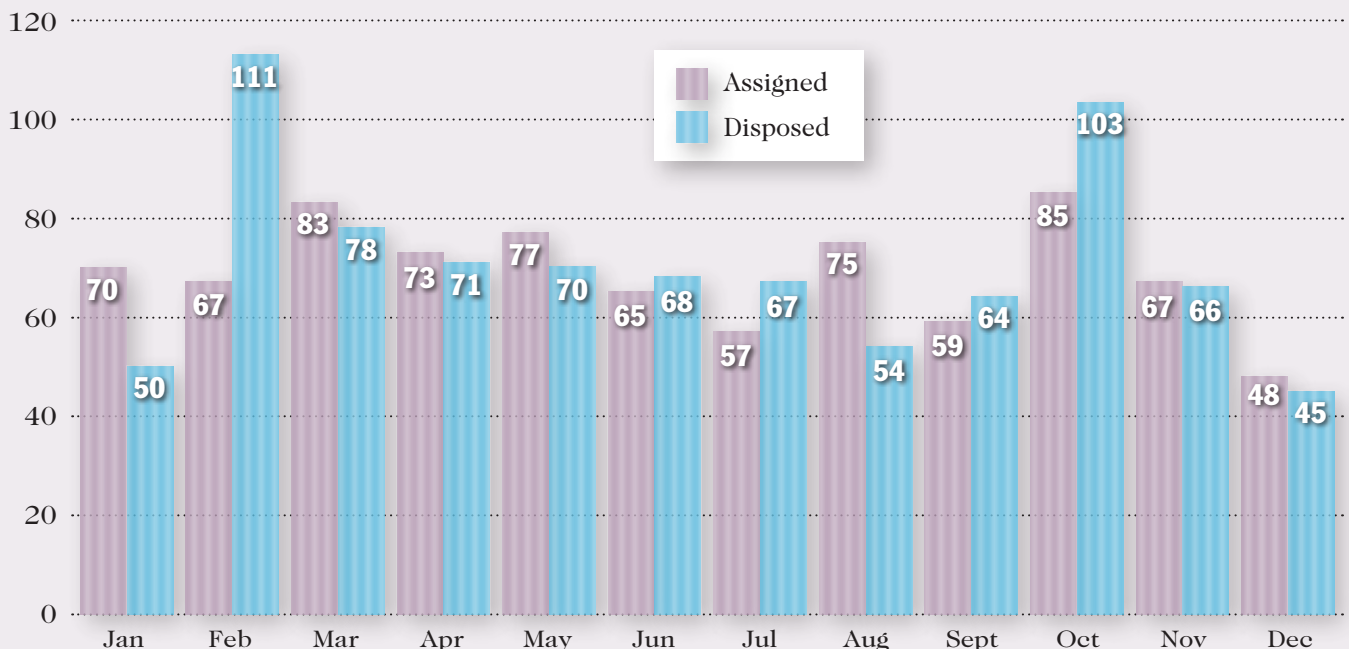
## Petitions to Settle Minors' & Incapacitated Persons' Actions

|   | Assigned   | Disposed    |
|---|------------|-------------|
| <b>Orphans' Court Division</b>                                |            |             |
| Minors .....  | 411        | 449         |
| Incapacitated Persons .....                                   | 3          | 3           |
| <b>Civil Trial Division assigned to Orphans' Court Judges</b> |            |             |
| Minors .....  | 515        | 538         |
| Incapacitated Persons .....                                   | 14         | 19          |
| <b>Totals .....</b>   | <b>943</b> | <b>1009</b> |

## Minors

The Orphans' Court protects the interests of minors who are the recipients of proceeds from personal injury lawsuits, beneficiaries of insurance policies, beneficiaries from wrongful death and survival actions, and those in need of the appointment of a guardian of the person to manage medical, school, residential and other issues or the appointment of a guardian of

## Civil Trial Division Motions







the estate to handle financial affairs.

Guardians for minors' estates are required to file a Guardian Inventory pursuant to statute, and when ordered by the Judge, to file reports. Guardians for minor's estates were appointed in 34 cases. Inventories and reports will now be reviewed by the Guardian Investigator.

### Minors' and Incapacitated Persons' Compromise Petitions

The Court must approve any settlement and distribution to a minor or an incapacitated person whether it is the result of a settlement, such as with an insurance company due to a motor vehicle accident, or a jury verdict entered in a complex personal injury, medical malpractice or wrongful death and survival action. A petition for settlement, compromise and distribution must be filed regardless

of the amount and regardless of whether a lawsuit has been filed.

All such petitions, whether filed in the Orphans' Court Division or the Trial Division, are assigned to an Orphans' Court Judge for review and decision.

**Orders issued by  
Orphans' Court Judges  
in Trial Division  
matters assigned to the  
Orphans' Court Division  
totaled 847**

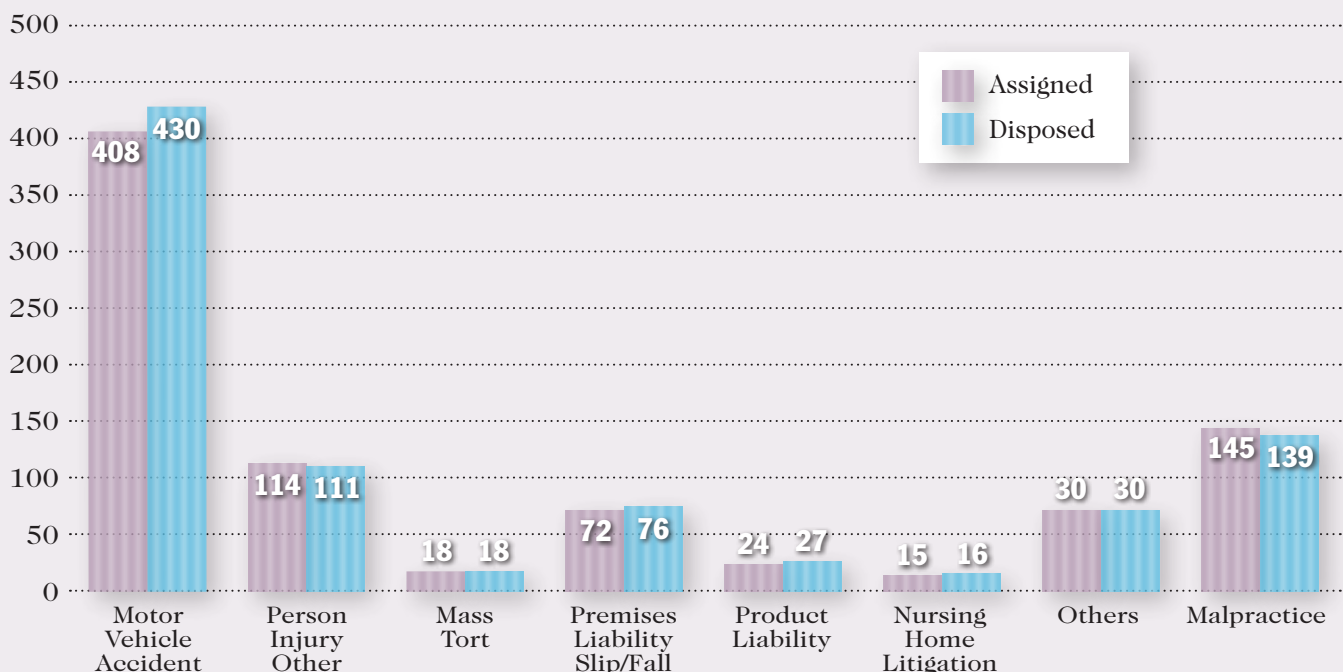
### Trial Division Matters Assigned to Orphans' Court Judges

The Orphans' Court Judges dispose of petitions assigned from Civil Trial Division concerning quiet title actions, non-profit corporations whose assets are for charitable purposes, appointment of conservators, approval of settlement and distribution of wrongful death and survival actions, minors' actions and incapacitated persons' actions. 847 Trial Division motions were disposed this year from various civil case types.

While all of these matters, except minors and wrongful death

#### Civil Trial Motions

Assigned and Disposed by Case Type





distribution petitions, must be officially accepted into Orphans' Court, the minors and wrongful death petitions, if already filed in the Civil Trial Division, will be heard in Orphans' Court under the Civil Court Term and Number. If suit has not been commenced, it will be accepted for filing and heard under an Orphans' Court Number.

The Orphans' Court heard Petitions arising under the various Civil Trial Division case types as listed below.

Orders issued by Orphans' Court Judges in Trial Division matters assigned to the Orphans' Court Division totaled 847 in 2016.

### Guardian's ad Litem

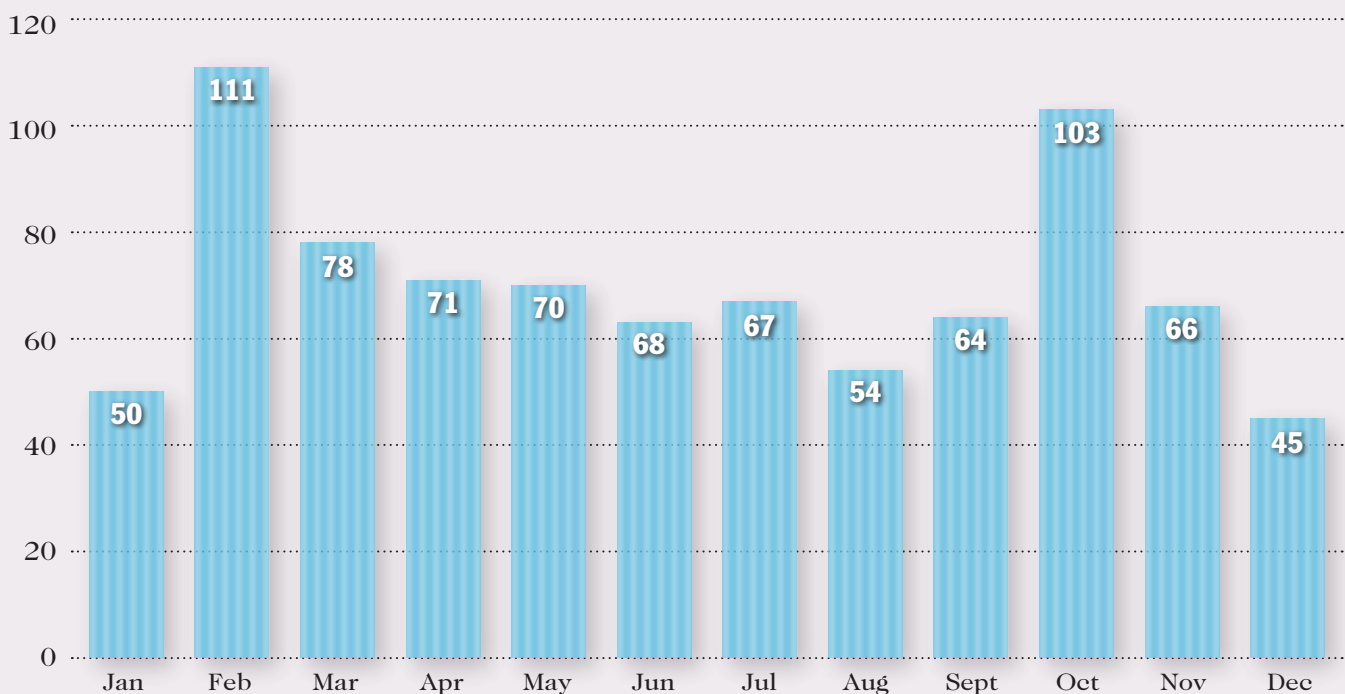
The protection of a minor's interests in litigation is essential. This is especially so in matters where potential or actual conflicts of interest arise when the minor's parent(s) and natural guardian(s) are involved in litigation. In these circumstances, the Rules

of Civil Procedure provide that a Guardian Ad Litem, translated as a guardian "for the suit," may be appointed directly by the Civil Trial Judge handling the case to protect the minor's interests during the litigation.

### Orphans' Court Administrative Review and Determinations

While Orphans' Court hears matters within its jurisdiction as a trial court, it also reviews and approves administratively numerous other matters, including actions of the Register of Wills, acting either as the Register or as the Clerk of Orphans' Court, wherein it certifies documents issued. Cemetery assets, held in trust, are examined to see that the purposes for which they are held are being fulfilled. The transfer of matters from the different divisions either into or out of Orphans' Court, the examination and appointment of corporate fiduciaries, inheritance tax petitions, marriage license waivers, as well as other matters, are

**Trial Division Motion Orders by Month**

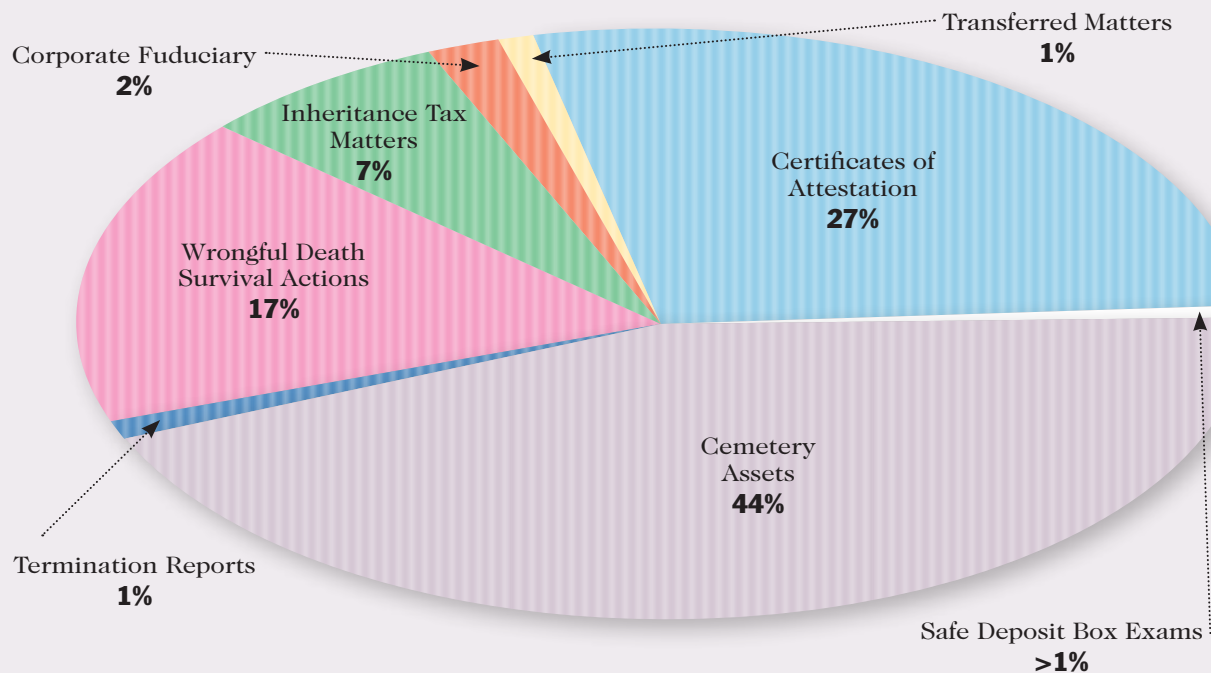




## Administrative Waivers, Reviews and Attestations

|                   | Certificates of Attestation | Safe Deposit Box Exams | Marriage Matters | Cemetery Assets | Termination Reports | Wrongful Death Survival Actions | Inheritance Tax Matters | Corporate Fiduciary | Transferred Matters | Totals      |
|-------------------|-----------------------------|------------------------|------------------|-----------------|---------------------|---------------------------------|-------------------------|---------------------|---------------------|-------------|
| Jan               | 50                          | 1                      | 2                | 76              | 5                   | 16                              | 27                      | 3                   | 0                   | 180         |
| Feb               | 75                          | 1                      | 5                | 72              | 0                   | 35                              | 32                      | 4                   | 9                   | 233         |
| Mar               | 25                          | 0                      | 1                | 80              | 5                   | 18                              | 0                       | 4                   | 0                   | 133         |
| Apr               | 100                         | 0                      | 0                | 78              | 2                   | 39                              | 32                      | 0                   | 3                   | 254         |
| May               | 50                          | 0                      | 3                | 70              | 0                   | 39                              | 19                      | 0                   | 2                   | 183         |
| Jun               | 50                          | 0                      | 4                | 80              | 1                   | 36                              | 10                      | 0                   | 1                   | 182         |
| Jul               | 75                          | 0                      | 1                | 73              | 0                   | 22                              | 9                       | 2                   | 0                   | 182         |
| Aug               | 0                           | 0                      | 2                | 74              | 0                   | 34                              | 1                       | 1                   | 3                   | 115         |
| Sept              | 30                          | 0                      | 1                | 80              | 4                   | 34                              | 3                       | 1                   | 0                   | 153         |
| Oct               | 50                          | 0                      | 3                | 80              | 0                   | 28                              | 2                       | 0                   | 1                   | 164         |
| Nov               | 15                          | 0                      | 1                | 70              | 1                   | 32                              | 0                       | 6                   | 1                   | 126         |
| Dec               | 30                          | 1                      | 1                | 60              | 0                   | 25                              | 0                       | 25                  | 0                   | 142         |
| <b>YTD Totals</b> | <b>550</b>                  | <b>3</b>               | <b>24</b>        | <b>893</b>      | <b>18</b>           | <b>358</b>                      | <b>135</b>              | <b>46</b>           | <b>20</b>           | <b>2047</b> |

## Administrative Waivers, Reviews and Attestations





reviewed and approved administratively in an efficient and timely fashion in large numbers, due to the diligence of the Division's Judges, their staff, administrators and appointed examiners.

## Orphans' Court Administration

Orphans' Court administration now includes the Director of Information Technology, the Guardianship Investigator, the Court Administrative Officer, and a part time clerical assistant.

## Information Technology Director

During October 2016, the Administration of Orphans' Court was expanded by the addition of a Director of Information Technology. **Harold Palmer**, who has been with the First Judicial District for over thirty years, was transferred to the Orphans' Court Division. While Orphans' Court was the first division to implement

electronic filing within the First Judicial District, the attentions of the District soon were directed to Family Court and Trial Division. In the twenty some years since the advent of electronic filing, Orphans' Court lost pace with the other divisions in technology, data processing and other related areas.

Being the only Division without a Technology Director, Orphans' Court not only failed to keep pace with technological developments, but also failed to develop the ability to analyze, share and use the data processing capabilities of Court Administration and the other FJD Divisions because of these incompatibilities. This was a serious impediment, especially since Orphans' Court Division shares a significant calendar of cases with Trial Division's Civil programs.

With the addition of Mr. Palmer, the Orphans' Court Division has been able to update and integrate its data processing capa-

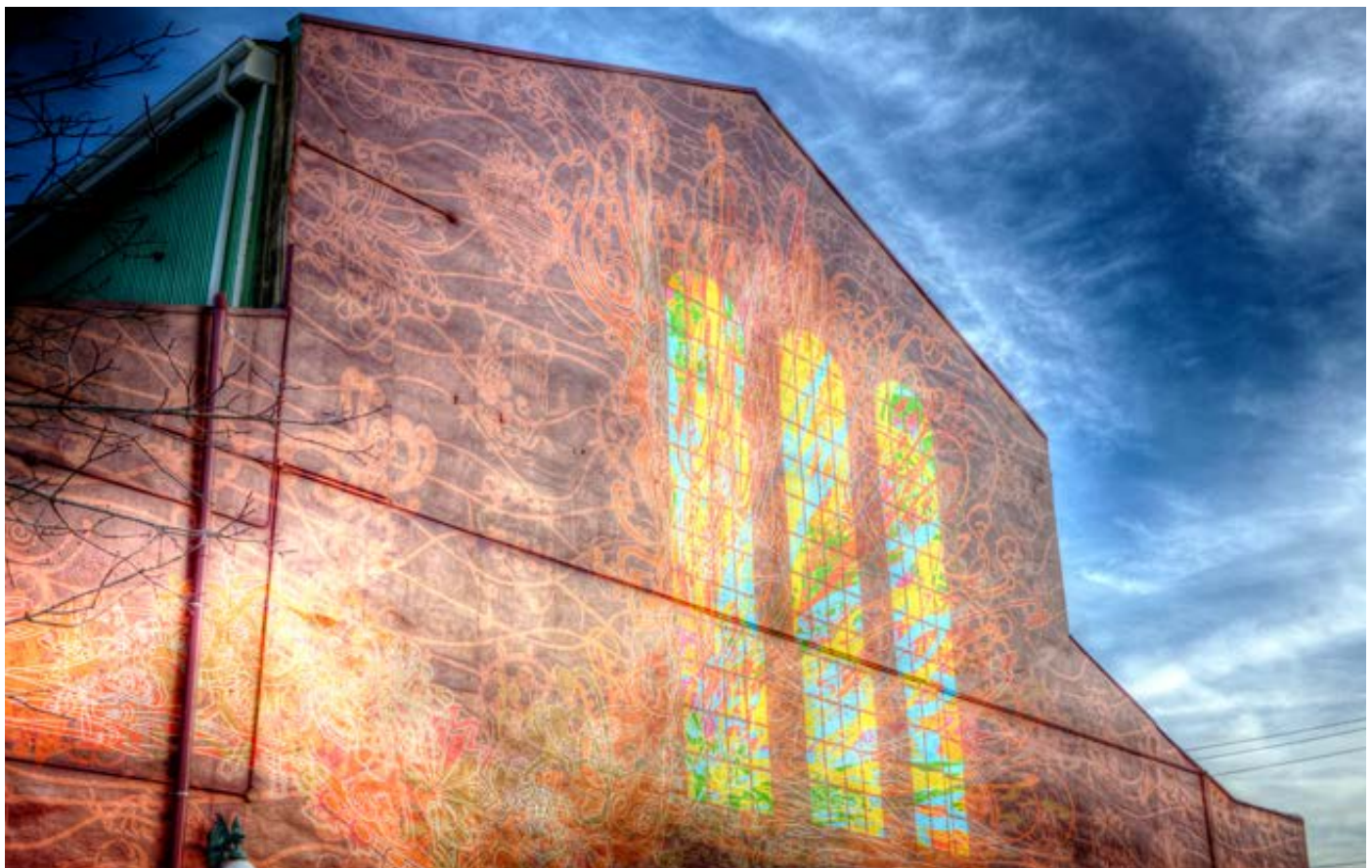


Photo by Theresa Cannon





bilities. With the introduction of new applications, this Division can rely on accurate performance measures which will highlight areas of concern, as well as those areas of maximum performance. And more significant, Orphans' Court can now effectively communicate with all Divisions of Court, both technologically and electronically, for all of our mutual benefit and especially for the benefit of our users.

## **Orphans' Court Case Management System, Guardianship Tracking System**

The Administrative Office of the Pennsylvania Court's initiative to create a statewide **Orphans' Court Case Management System (OCCMS)** was in full swing with staff from the Clerk's Office, Register of Wills, Administration, Data Processing, IT, and Court attending Joint Application Design sessions with AOPC staff during 2016. OCCMS was to be the statewide uniform electronic environment which will be used by all Orphans' Courts throughout the Commonwealth, from Philadelphia, which is the largest, to those Judicial Districts which have no dedicated Orphans' Court. At the direction of the Supreme Court, OCCMS has been placed on hold for the development and implementation of a statewide guardianship reporting and tracking system. The **Guardianship Tracking System (GTS)** will provide tools for the management, tracking and reporting of new and existing guardianship cases and guardians.

Since our Technology Director has worked with the Administrative Office of Pennsylvania Courts' Information Technology Department, his assistance will be invaluable with the implementation of the GTS in late 2018 and eventually OCCMS. A dedicated Orphans' Court IT expert working closely with AOPC IT will

ensure that the Orphans' Court Division will, in the future, benefit by an electronic environment suited to its needs, while efficiently processing, exchanging and extracting data that will bring this Division to top efficiency.

## **Orphans' Court Electronic Filing User Manual and Guardianship Manual**

With the assistance of dedicated members of the Data Processing and Information Technology Departments along with staff from the Clerks' Office and Court, the Orphans' Court Electronic Filing User Manual has been updated and the revised manual is available online.

The Guardianship Manual, which was developed under the leadership of former **Administrative Judge Joseph D. O'Keefe**, is being revised by Administrative Judge Matthew D. Carrafiello and the updated revision will be printed and available on the Court's website as a guide to guardians of their fiduciary duties as guardians of the

person and/or estate of an incapacitated person.

## **Orphans' Court Rules**

The new Supreme Court Orphans' Court Rules and the new local Philadelphia Orphans' Court Rules went into effect on September 1, 2016. The hard work and dedication of the members of the Philadelphia Bar Association's Probate and Trust Section's Rules and Practice Committee and Court staff resulted in the timely approval and publication of Philadelphia's Orphans' Court Rules.

Significant changes to the rules involve the mandatory use of statewide forms for filings with the Courts and the Register of Wills. Increased emphasis is placed on notice to interested parties

**The Guardianship  
Tracking System (GTS)  
will provide tools for the  
management, tracking and  
reporting of new and existing  
guardianship cases  
and guardians**



by the required use of a notice to plead on all petitions, except petitions for citation. Local rules restate that discovery in Orphans' Court matters in Philadelphia County is only by permission or mutual agreement.

New rules for guardianship matters have been proposed by the Supreme Court Orphans' Court Procedural Rules Committee.

### What Lies Ahead

The Orphans' Court Division of the First Judicial District shall continue to embody the vision of a forum created to protect those who lack the capacity to protect themselves, remaining effective in all those areas within its traditional jurisdiction.

**The Orphans' Court  
Division shall  
continue to embody  
the vision of a forum  
created to protect  
those who lack the  
capacity to protect  
themselves**

The Division shall also work diligently to effectuate new programs and systems to protect that ever growing elder section of our population, while zealously protecting those rights which are irreplaceable. Through programs, such as the Elder Court Project, OCCMS and the Guardian Tracking System, the Judges, the legal, administrative, technical and clerical staff of Orphans' Court rise to one of the great challenges of the 21st century.

Orphans' Court shall continue to work with members of the community, the Bar Associations and agencies such as Philadelphia Corporation for the Aging to educate other Judges and the public of the delicate issues involving guardians, incapacitated persons and the elderly.

Facing Page Photo by Theresa Cannon





MUNICIPAL COURT ■







**Marsha H. Neifield**  
*President Judge*



**Gary S. Glazer\*\***  
*Administrative Judge,  
Traffic Division*



**Frank T. Brady**  
*Supervising Judge,  
Criminal Division*



**Bradley K. Moss**  
*Supervising Judge,  
Civil Division*



**James M. DeLeon**



**Patrick F. Dugan**



**Joyce O. Eubanks**



**Jacquelyn Frasier-Lyde**



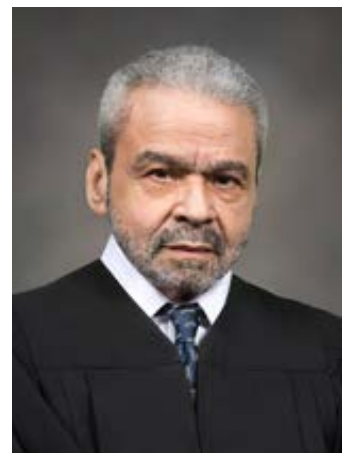
**Thomas F. Gehret**



**Barbara S. Gilbert**



**Christine Hope**



**Nasario Jimenez Jr.**

\* denotes senior judge \*\* Sitting Judge on Court of Common Pleas and Administrative Judge for Municipal Court – Traffic Division





*Gerard A. Kosinski*



*Henry Lewandowski III*



*William A. Meehan Jr.*



*Jimmie Moore\**



*Joffie Pittman*



*Harvey W. Robbins\**



*T. Francis Shields*



*David C. Shuter*

..... *Not Pictured* .....



*Karen Yvette Simmons*

*Martin Coleman*

*Charles Hayden*

*Lydia Kirkland\**

*Wendy L. Pew*

*Sharon Williams Losier*

*Craig M. Washington*

*Marvin L. Williams Sr.*

.....  
*\* denotes senior judge*



## EXECUTIVE SUMMARY *President Judge Marsha H. Neifeld*



**C****RIMINAL:** The Philadelphia Municipal Court continued its reform initiatives in the Criminal Division throughout 2016, by proactively participating in and implementing the first of many initiatives in the MacArthur Foundation Safety and

Justice Challenge. We continue to collaborate extensively with our criminal justice partners to bring about additional criminal justice reforms.

■ **Statistics:** The Criminal Division witnessed a reduction in filed cases due to reform initiatives and the expansion of prearrest diversion efforts. 48,707 new felony, misdemeanor and non-traffic summary citations were processed during calendar year 2016, with 52,588 cases adjudicated (clearance rate of 108%).

■ **Goals:** The Criminal Division continued its involvement in the expanded criminal justice reformation project through the expansion of MacArthur initiatives, namely the Bail Reform project, case processing and continuance review initiative, and the DAP (Detainer Alternative Program) in 2017. We anticipate continued reviews of successful case processing and enhanced performance measures.

**C****IVIL:** The Civil Division remains mindful of the direction contained in its jurisdictional statute, 42 Pa.C.S. Sec. 1142, that it should establish an expeditious

procedure “whereby it shall not be necessary for the litigants to obtain counsel.” The Civil Division continues to enhance access to justice through technological advances that have improved the Civil Division’s productivity. Additionally, the Civil Division is improving efficiency by having its units work together.

■ **Statistics:** The Civil Division processed 77,574 Landlord/Tenant, Small Claims, Code Enforcement and Transfer of Judgment cases. It adjudicated 87,583 cases, which resulted in a 115% clearance rate. There were 24,266 Landlord/Tenant cases filed in 2016, with 5,853 evictions conducted by the court’s Landlord/Tenant Officer. These numbers are comparable to those from 2015. Of the 11,050 Landlord/Tenant trials heard, there were 279 appeals filed in the Court of Common Pleas.

■ **Goals:** The Civil Division continued to provide access to justice to pro se litigants. It makes CLAIMS available to pro se litigants by offering comprehensive training sessions and materials at no cost. The Division meets with a working group of lawyers who provide pro bono representation to tenants and with a Philadelphia Bar Association committee comprised of lawyers who appear before the court. These meetings have provided important information and ideas, which will be implemented in 2017.



Bottom Photo by Theresa Cannon, Portrait Photo by Anthony Leonardo



## CIVIL DIVISION

**A**s the Civil Division moves into 2017, it has continued to enhance access to justice with technological advances that increase productivity and inter-organizational campaigns directed towards the Division's services for the citizenry.

- **Statistics:** The Civil Division processed 77,574 Landlord/Tenant, Small Claims, Code Enforcement, Private Criminal Complaints and Transfer of Judgment cases while dispositions totaled 87,583.
- **Goals:** The Civil Division, by way of comprehensive training sessions and materials, has continued to provide access to justice through CLAIMS being available to pro se litigants. The Division will continue meeting with a working group of Landlord/Tenant representatives to explore additional avenues to ensure access to justice.

### Initiatives and Accomplishments for 2016

#### CLAIMS Enhancements

- **Process Server Billing Report.** Enhancing the functionality of the Billing Report for the Process Servers has provided greater access to track both the number of services and payment thereof.
- **LT Housing Choice Program.** To better facilitate the progress of case types falling under the Philadelphia Housing Authority's Housing Choice Program, the court has specified dedicated hearing dates and times to reduce delays, including continuance requests.
- **Docket Disposition Enhancement.** In an effort to promote accountability and transparency, the CLAIMS docket now reflects the name of the trial commissioner entering a disposition.
- **Queue Mover.** A limited number of administrative users have been given the ability to move docket entries from one queue to another in the event of error or change in status. This enables the court to bypass the vendor's help desk,

address matters immediately and eliminate delays in processing cases.

#### Unit Enhancements

- **Municipal Court Appeals.** Implementing direct communication with the Court of Common Pleas via email has allowed for real-time updating and tracking of appeals.
- **Updated Credit Card Machines.** New machines within the cashier's booth have been installed to take advantage of technology and provide better security.
- **Procedure Updates.** Revised procedure for Defendant's Breach of Agreements have been streamlined. And Petitions to Compel Answers to Interrogatories in Aid of Execution have been modified to differentiate wage attachment cases from other Landlord/Tenant filings.

#### Court Tech

The court continues to make enhancements to CLAIMS that assist in the case management. These enhancements result in docket entries for each case containing additional information, such as the name of the trial commissioner involved in each case. It also permits questions concerning the trial commissioner's dispositions to be resolved more quickly and easily. Additionally, the handling of Landlord/Tenant Housing Choice Program was streamlined. These cases are now scheduled on dedicated days, when no other Landlord/Tenant cases are scheduled. As a result of this minor change, Housing Choice Program cases are resolved sooner, with fewer delays and continuances. All enhancements are consistent with the court's goal of using CLAIMS to improve the efficient administration of cases.



*Michele Davis-Brooks,  
Court Tech Unit*



## First Filing



*Frank Figaniak, First Filing Unit*

Traditionally our largest unit, First Filing has been a spring board for and a place to foster advancement within the Civil Division. As a result, the unit has traditionally struggled to keep valued, experienced employees and train others to accept new positions with increased responsibilities within the unit. While the year has been particularly challenging in that regard, extensive cross-training has assisted the employees within the unit. A cashier's booth manual has increased understanding and shortened training for those needed as back up. The cashiers have also undergone cross-training to provide coverage for Landlord/Tenant filings. With

## 2016 Filings and Dispositions

| Totals By Type              | Filings       | Dispositions  |
|-----------------------------|---------------|---------------|
| Code Enforcement            | 35,305        | 40,431        |
| Landlord/Tenant             | 24,466        | 26,943        |
| Small Claims                | 17,465        | 19,795        |
| Private Criminal Complaints | 291           | 374           |
| Transfer of Judgment        | 47            | 40            |
| <b>Total to December</b>    | <b>77,574</b> | <b>87,583</b> |

the success of the cashier's booth manual, work is underway to create an updated comprehensive manual for the entire unit. This should accelerate training of new employees and provide a reference guide when a more experienced co-worker or supervisor is unavailable to address questions or concerns.

## 2016 Clearance Rates by Case Type

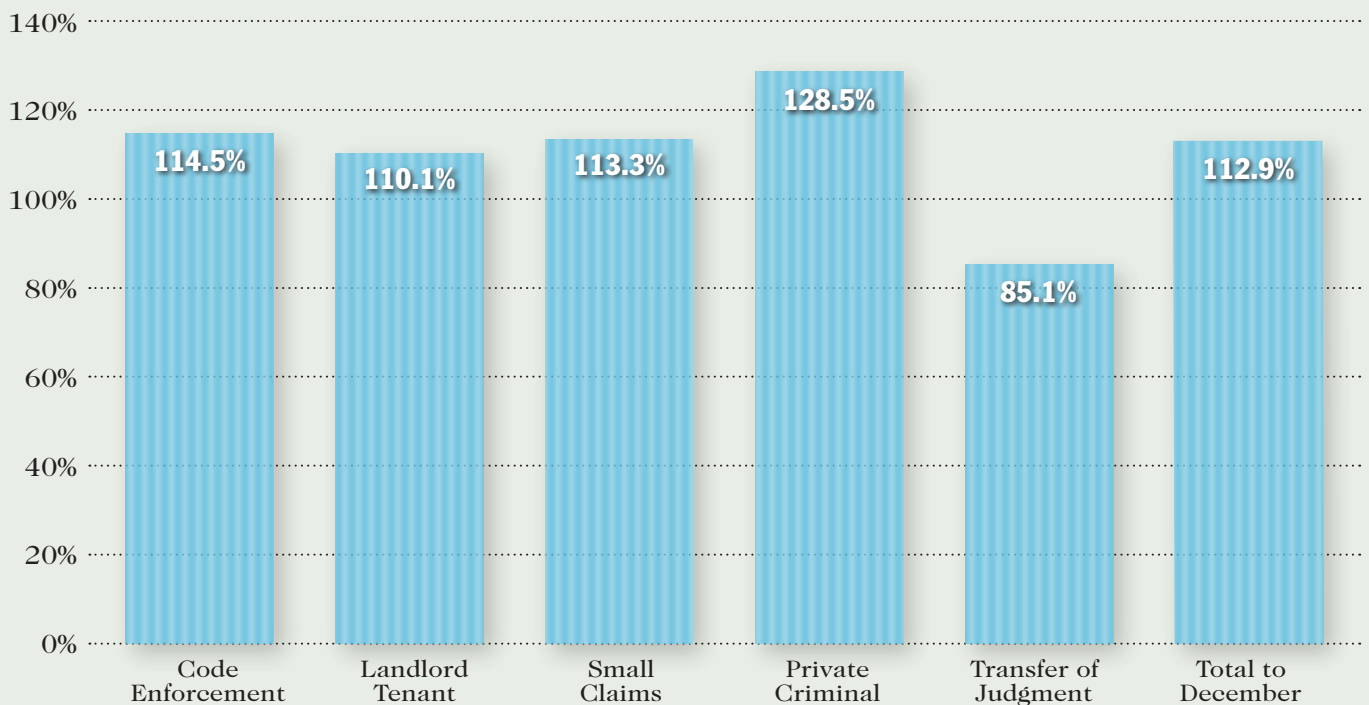


Photo by Theresa Cannon





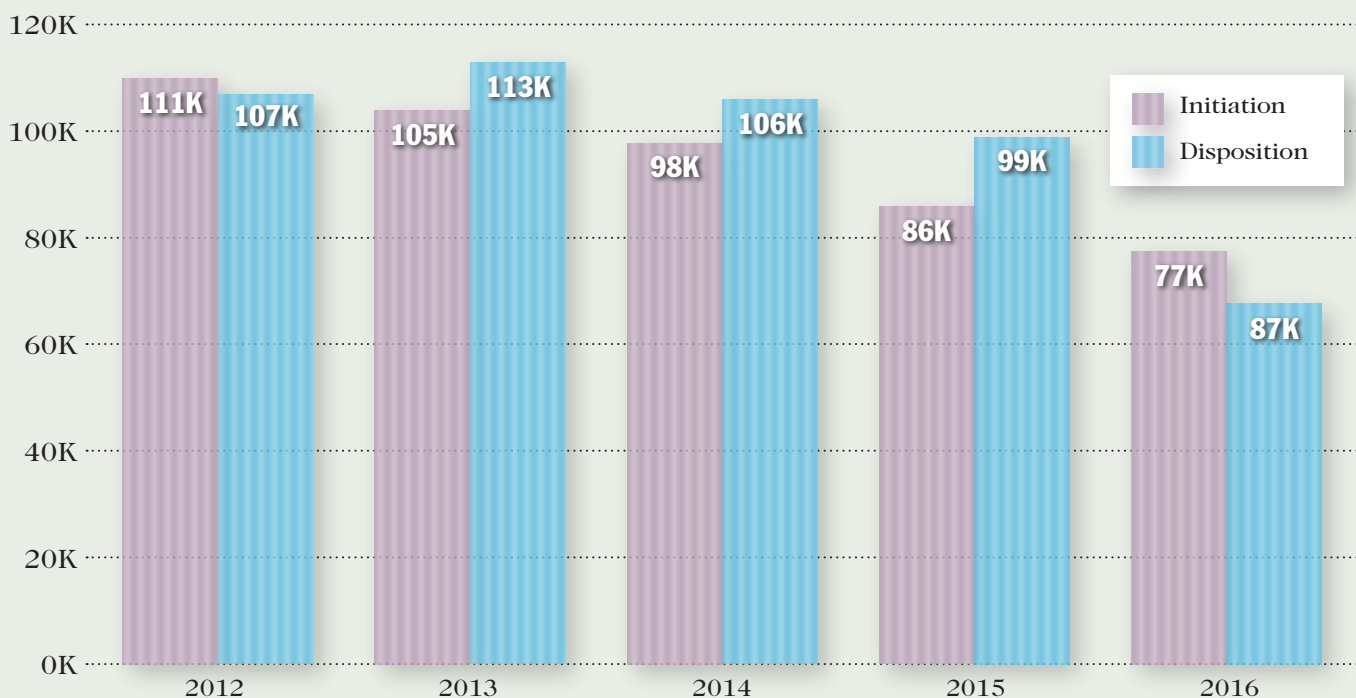
### 2012-2016 Case Initiation Comparison

|                             | 2012           | 2013           | 2014          | 2015          | 2016          |
|-----------------------------|----------------|----------------|---------------|---------------|---------------|
| Code Enforcement            | 45,988         | 53,365         | 49,978        | 39,346        | 35,305        |
| Landlord/Tenant             | 31,632         | 26,081         | 25,280        | 24,391        | 24,466        |
| Small Claims                | 32,012         | 24,476         | 21,572        | 21,874        | 17,465        |
| Private Criminal Complaints | 1,327          | 997            | 1,002         | 356           | 291           |
| <b>Total Filings</b>        | <b>110,959</b> | <b>104,919</b> | <b>97,832</b> | <b>85,967</b> | <b>77,527</b> |

### 2012-2016 Disposition Comparison

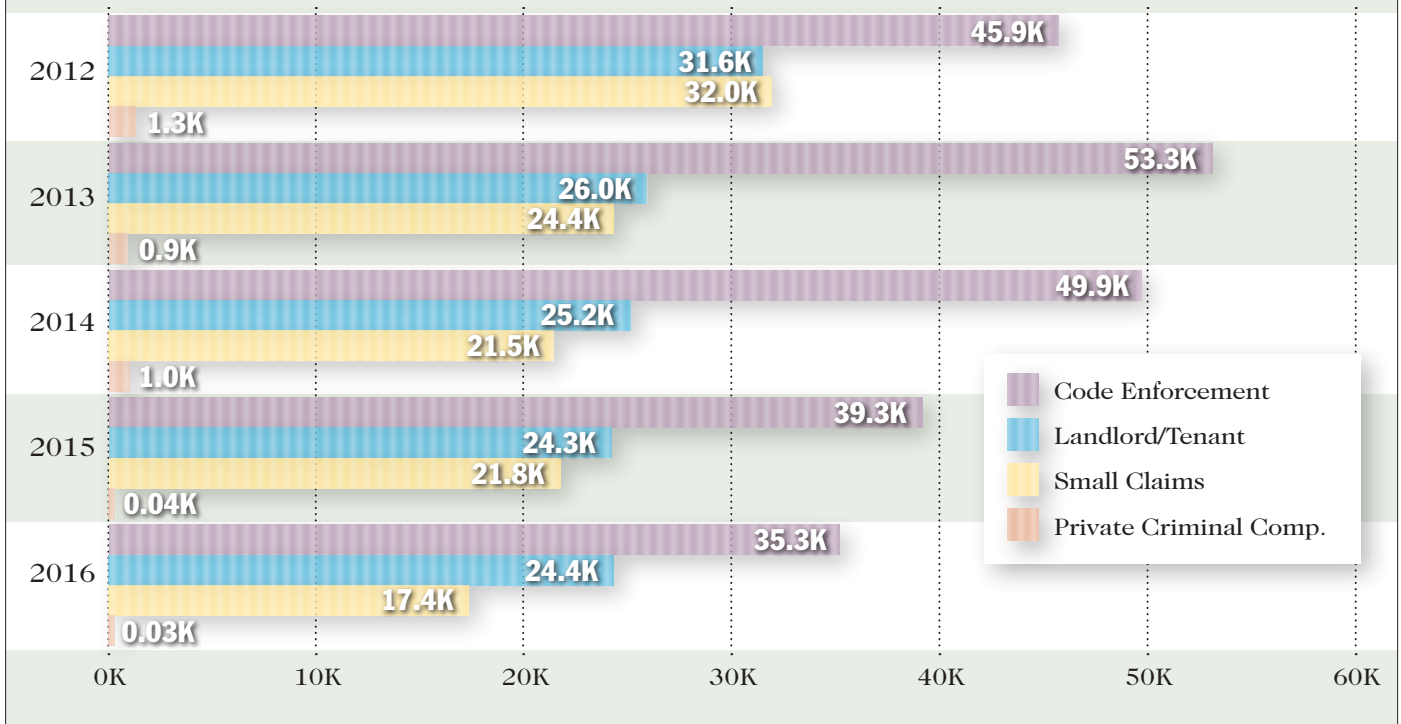
|                             |                |                |                |               |               |
|-----------------------------|----------------|----------------|----------------|---------------|---------------|
| Code Enforcement            | 51,046         | 56,183         | 50,995         | 44,734        | 40,431        |
| Landlord/Tenant             | 28,508         | 27,879         | 27,894         | 28,892        | 26,943        |
| Small Claims                | 26,602         | 27,732         | 26,255         | 25,185        | 19,795        |
| Private Criminal Complaints | 1,250          | 1,576          | 761            | 465           | 374           |
| <b>Total Filings</b>        | <b>107,406</b> | <b>113,370</b> | <b>105,905</b> | <b>99,276</b> | <b>87,543</b> |

### 2012-2016 Initiation/Disposition Total Filings Comparison

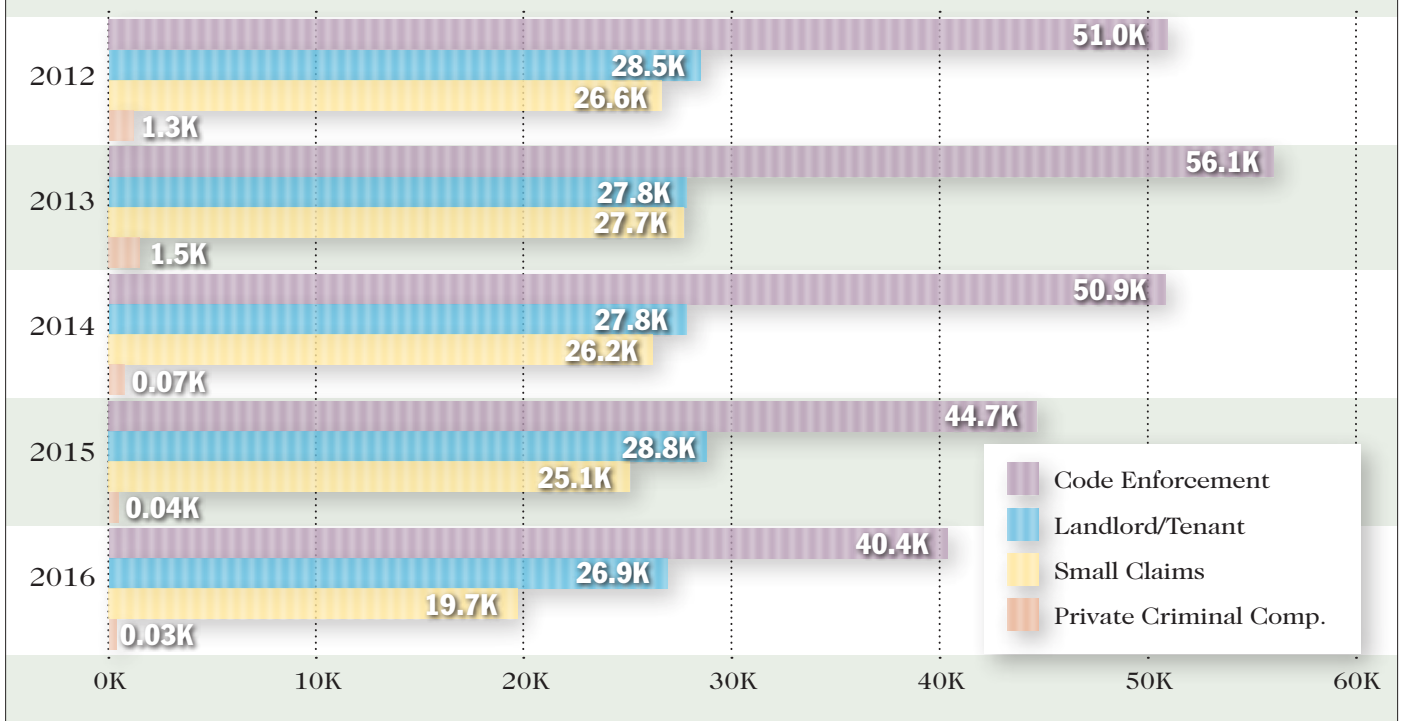




### 2012-2016 Case Initiation Comparison



### 2012-2016 Disposition Comparison





## Second Filing



*Francesca Pacitti,  
Second Filing Unit*

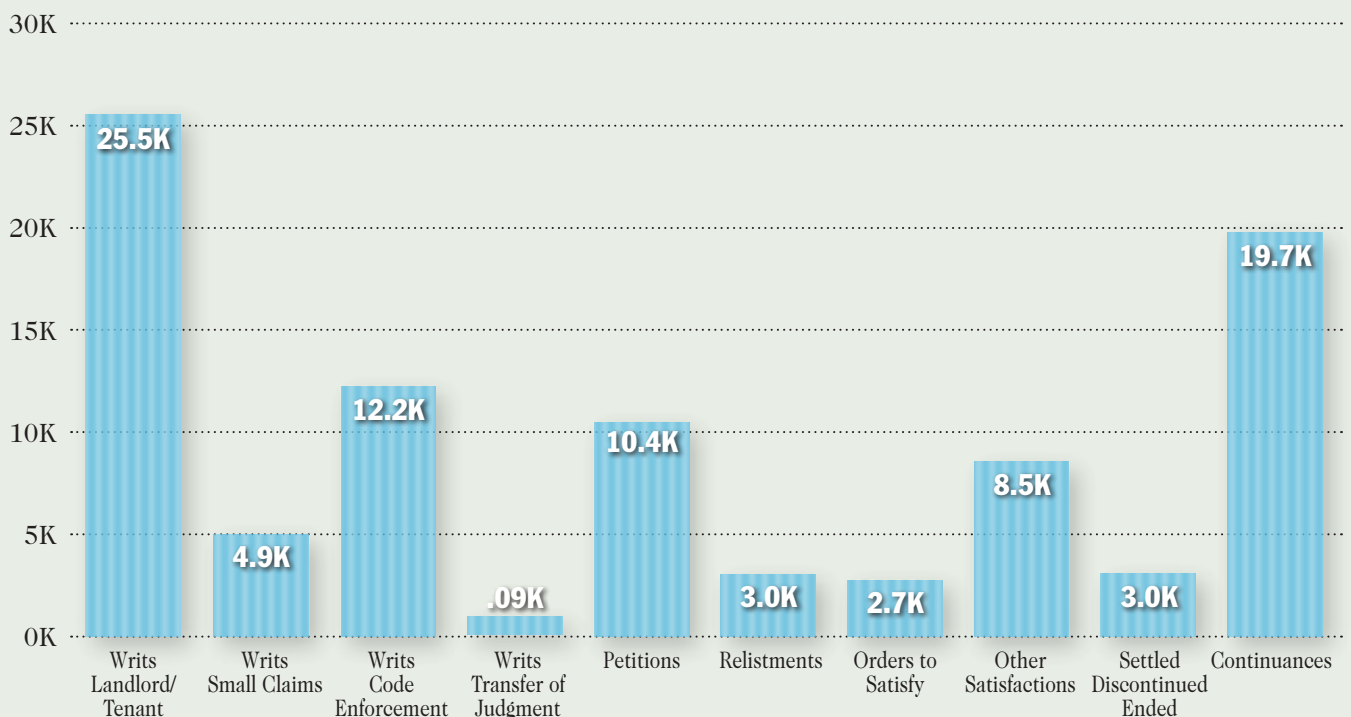
The continued changes within the Second Filing Unit, formerly known as Civil Listings, have been aided by its collaboration with the First Filing Unit. This collaboration has improved the notifications for telephonic hearings. It has also enabled better communication with

and alerts to the trial judge, concerning problematic filings. The unit implemented group training sessions, which have benefited the four full time interviewers, three full time clerical staff and two part time clerks. The training emphasized the value of group problem solving, with a goal of instilling a better understanding of each unit's responsibilities. As a result of these sessions, the court has made revisions to the procedure used to file a Breach of Agreement Affidavit and a Petition to Compel Wage Garnishment.

### 2016 Second Filings

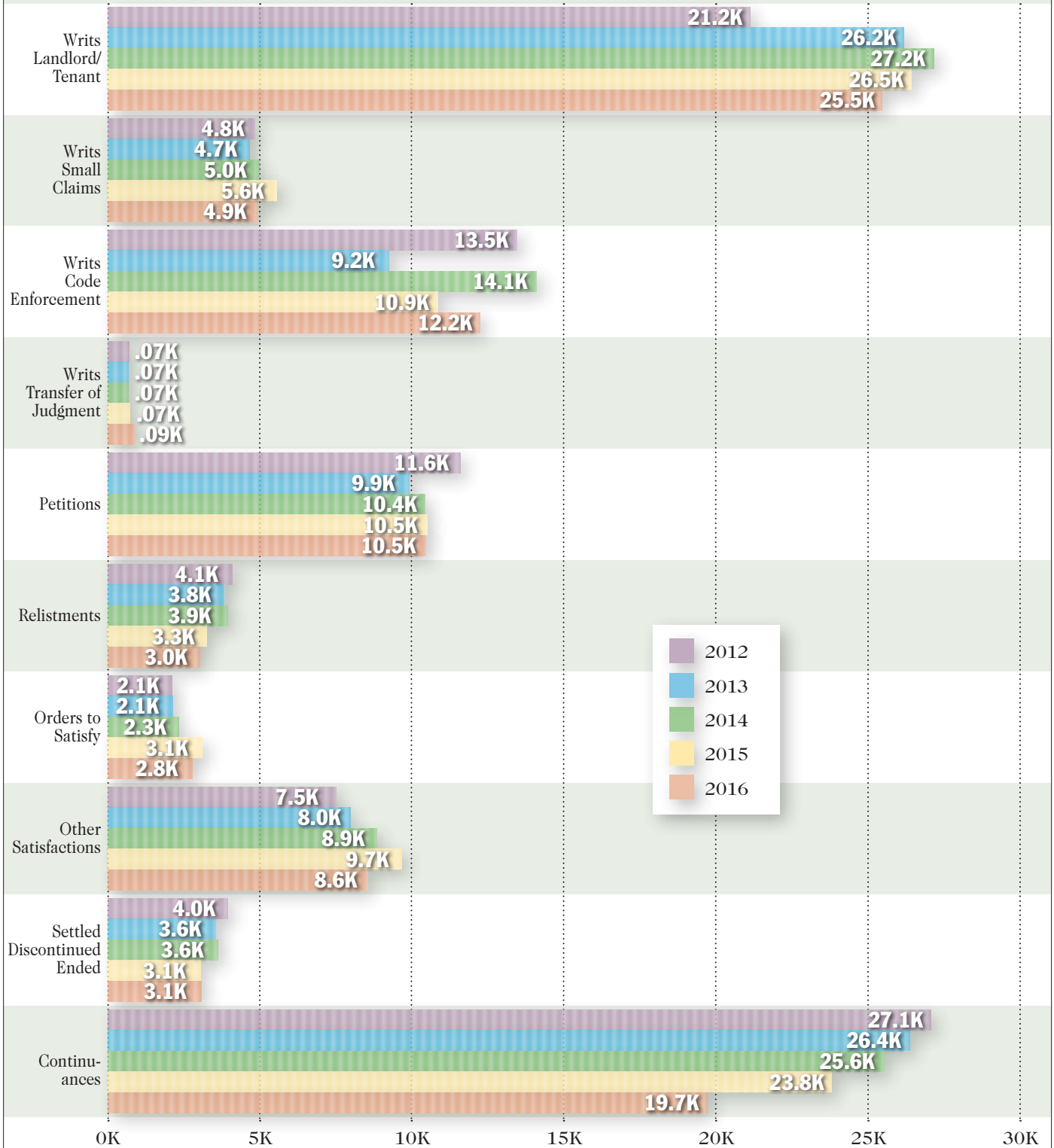
|                               | 2016          |
|-------------------------------|---------------|
| Writs (Landlord/Tenant)       | 25,500        |
| Writs (Small Claims)          | 4,957         |
| Writs (Code Enforcement)      | 12,249        |
| Writs (Transfers Of Judgment) | 87            |
| Petitions                     | 10,475        |
| Relistments                   | 3,036         |
| Orders To Satisfy             | 2,781         |
| Other Satisfactions           | 8,552         |
| Settled Discontinued & Ended  | 3,083         |
| Continuances                  | 19,752        |
| <b>Total Filings</b>          | <b>90,472</b> |

### 2016 Second Filing Statistics





## 2012-2016 Second Filings Comparison







## 2012-2016 Second Filings Comparison

|                               | 2012          | 2013          | 2014           | 2015          | 2016          |
|-------------------------------|---------------|---------------|----------------|---------------|---------------|
| Writs (Landlord/Tenant)       | 21,158        | 26,220        | 27,188         | 26,475        | 25,500        |
| Writs (Small Claims)          | 4,840         | 4,684         | 4,996          | 5,564         | 4,957         |
| Writs (Code Enforcement)      | 13,468        | 9,251         | 14,112         | 10,869        | 12,249        |
| Writs (Transfers Of Judgment) | 66            | 67            | 67             | 73            | 87            |
| Petitions                     | 11,607        | 9,926         | 10,455         | 10,523        | 10,475        |
| Relistments                   | 4,104         | 3,841         | 3,944          | 3,260         | 3,036         |
| Orders To Satisfy             | 2,122         | 2,146         | 2,353          | 3,120         | 2,781         |
| Other Satisfactions           | 7,513         | 7,985         | 8,857          | 9,682         | 8,552         |
| Settled Discontinued & Ended  | 3,966         | 3,565         | 3,638          | 3,058         | 3,083         |
| Continuances                  | 27,112        | 26,422        | 25,574         | 23,838        | 19,752        |
| <b>Total Filings</b>          | <b>95,956</b> | <b>94,107</b> | <b>101,184</b> | <b>96,462</b> | <b>90,472</b> |

## Judgments and Petitions



*Tiffany Keenan, Judgment and Petitions Unit*

The Judgments and Petitions Unit works with the Philadelphia Municipal Court's Civil Division, the Landlord/Tenant Officer and the Court of Common Pleas' Civil Division. To do so effectively requires accurate and prompt communication, as well as the ability to use both the CLAIMS and Banner Systems.

The goal is to ensure that tenants are not improperly evicted and bank accounts are not improperly attached. This year, the Judgments and Petitions Unit established a new e-mail protocol which provides real-time case status notification to employees from both courts. A change in process now requires a check of Banner prior to issuing an Alias Writ of Possession to verify the status of any supersedeas issued by the Court of Common Pleas.

## Dispute Resolution



*Kasey Jones, Kimberly Flood, Carmen Rivera, Morgan Krouse, Dispute Resolution Unit.*

This unit engaged in public outreach this year, with a goal of educating the community, particularly pro se litigants who are often intimidated by the courts. Information on the dispute resolution and mediation options, as well as the court assistance provided to ease the filing process, was presented. The

public outreach included appearances on several radio programs. The unit continued working internally to better educate staff in other units of the available court programs. As a result of this internal training, several employees requested mediation training. The unit continues to teach dispute resolution skills to volunteers and third-year law school students. The mediation training program remains one of the most popular clinical courses at Temple University's Beasley School of Law.



### 2013-2016 Dispute Resolution Mediation Statistics

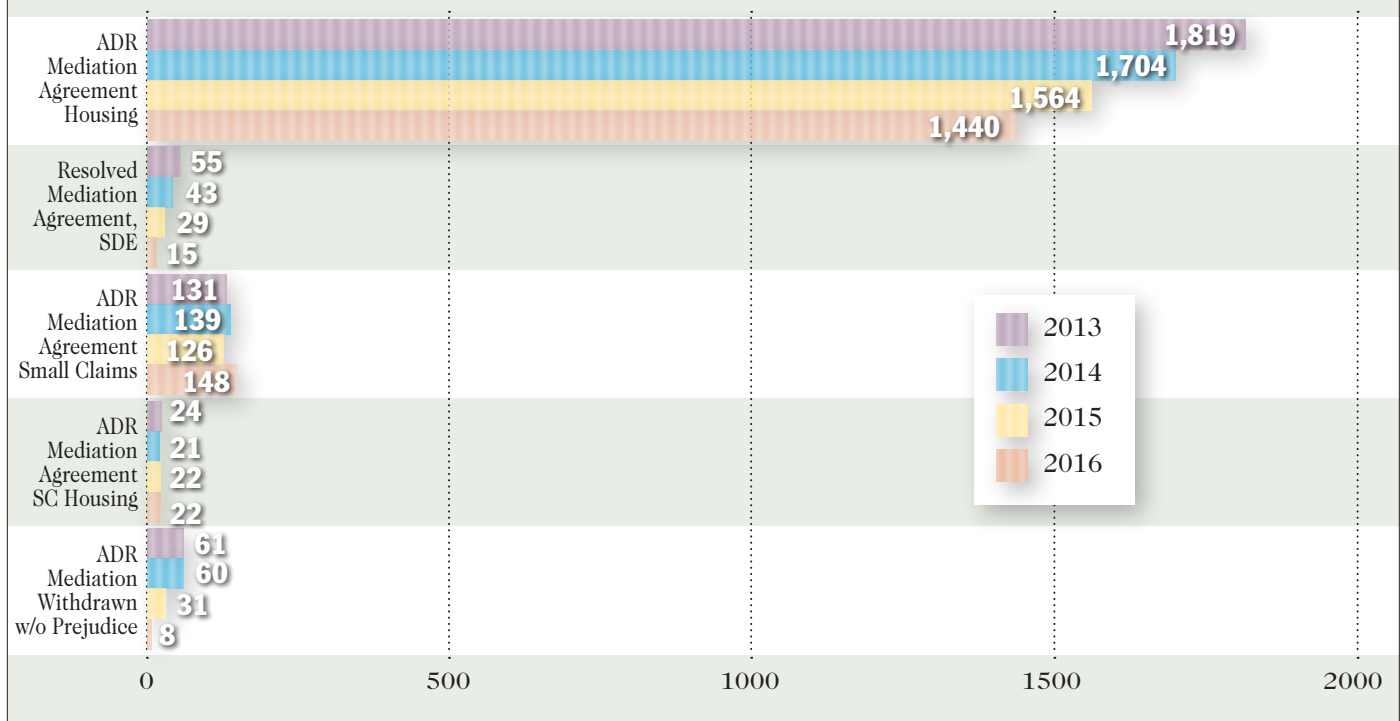
|   | 2013         | 2014         | 2015         | 2016         |
|---|--------------|--------------|--------------|--------------|
| ADR Mediation Agreement Housing           | 1,819        | 1,704        | 1,564        | 1,440        |
| Resolved Mediation Agreement, SDE         | 55           | 43           | 29           | 15           |
| ADR Mediation Agreement Small Claims      | 131          | 139          | 126          | 148          |
| ADR Mediation Agreement SC Housing        | 24           | 21           | 22           | 22           |
| ADR Mediation Withdrawn Without Prejudice | 61           | 60           | 31           | 8            |
| <b>Total</b>                              | <b>2,090</b> | <b>1,967</b> | <b>1,772</b> | <b>1,633</b> |

### ADA Accommodations

The Civil Division continues to provide accommodations to individuals with disabilities. In 2016, the Division received 1,968 calls for information, assisted 146 individuals with wheelchair access to and from the courtrooms, provided 19 sign language

interpreters and addressed 289 requests to provide additional time for clients to secure further accommodations. Judges conducted a total of 141 telephonic hearings and the ADA Coordinator handled more than 1,993 individual requests for accommodations.

### 2012-2016 Disposition Resolution Mediation Statistics





## Interpreter Services

The Civil Division continues to utilize Language Line, a telephonic language service, to assist those with linguistic barriers when interacting with administrative staff handling filing and scheduling issues. This language assistance is in addition to the interpreter services provided in the courtrooms.

|                   |  |
|-------------------|--|
| <b>2013</b> ..... | <b>254 per diem interpreters ordered</b> |
| <b>2014</b> ..... | <b>302 per diem interpreters ordered</b> |
| <b>2015</b> ..... | <b>307 per diem interpreters ordered</b> |
| <b>2016</b> ..... | <b>393 per diem interpreters ordered</b> |

## Wage Attachments for Landlord/Tenant Matters

In 2016, the court processed new wage attachments for 144 attorneys and 48 pro se filers, resulting in the collection and disbursement of \$303,698.76.

## Landlord/Tenant Help Center

The Landlord/Tenant Help Center continues to operate as a collaborative court-based legal assistance program to improve access to justice for low-income unrepresented tenants in Philadelphia. The court provided additional space for informational pamphlets and volunteer attorneys to use. Meetings between President Judge Neifield, TURN (Tenant Union Representative Network), the Senior Law Center, the private bar and Municipal Court Administrators continue to discuss the following:

- Realizing the vision of the Help Center to have sufficient volunteers to begin a Lawyer for the Day Program.
- Expanded use of volunteers for tasks such as intake/screening and off-site advice. (Increased volunteers in the latter half of 2016 saw a significant increase in services provided.)
- Increased access to pro bono counsel through additional recruitment and training.

## Philadelphia Bar Association's Access to Justice Working Group and Municipal Court Committee

Both the President Judge and Supervising Judge have actively participated in the Access to Justice Working Group and the Municipal Court Committee. This ongoing dialogue has benefited all parties. The court received helpful information and suggestions, and counsel witnessed implementation of requested changes.

One such suggestion has improved the mediation program. After discussions with counsel to develop agreed language, the trial commissioner now provides landlords and tenants with a standardized explanation of the mediation process when the courtroom list is first called. The mediators again provide a similar explanation of the process before beginning discussions aimed toward amicably resolving the case. The process by which pro bono counsel may withdraw from a case has been streamlined. With the goal of encouraging more pro bono counsel, who are not regular practitioners in this area, the committee is working to produce a Landlord/Tenant practice guide. In addition, the parties are revising the form used for a Judgment by Agreement.

Also as a result of these meetings, the court recently began testing a procedure which provides some tenants the opportunity to pay the amount the trial judge determines is due prior to entering a judgment. This procedure allows tenants to resolve the financial dispute with the landlord, remain in their homes, and have no judgment. Landlords benefit by receiving unpaid rent and not have the cost and burden of evicting tenants for non-payment.

## Consumer Credit Conciliation Pilot Program

This pilot program did not produce the number of amicable resolutions all parties had anticipated. For a variety of reasons, very few cases were resolved. Defense counsel did not devote the time to recruit the pro bono attorneys needed to properly staff the program. And, the creditor bar was frustrated by the additional time and effort required and the lack of additional case resolutions. The court believes that the two sides viewed the program differently.



Plaintiffs' counsel were looking for a means to reach reasonable settlements. Defendants' counsel were looking to dismiss cases based on the insufficient documentation provided by the plaintiffs.

While the program did not produce the expected results, it did provide the court with valuable information. The court is now considering mandatory disclosure of pertinent information from both sides and mandatory mediation as a means to increase the number

of resolutions. One problem remaining is an effective way to reduce the default judgment rate. For the pilot, all parties anticipated that the additional notices provided (modeled after the notice used in the Mortgage Foreclosure Program) would dramatically reduce the default judgment rate. Surprisingly, we saw only a minimal reduction in the number of default judgments. As we move forward, we will develop different processes focused on reducing the default judgment rate.

## CRIMINAL DIVISION

The Philadelphia Municipal Court continued its reform initiatives in the Criminal Division throughout 2016, by proactively implementing the first of many initiatives in the MacArthur Foundation Safety and Justice Challenge. We continue to collaborate extensively with our criminal justice partners to bring about additional criminal justice reforms and alternatives to incarceration for non-violent felony offenders.

### Philadelphia Municipal Court Filings and Adjudications

#### Felony Statistics 2007-2016

A comparison of ten years of data shows a decrease in criminal cases charged. Progress remains evident in annual clearance rates for felonies which have consistently reached or exceeded 100% since 2007.

|                | 2007   | 2008   | 2009   | 2010   | 2011   | 2012   | 2013   | 2014   | 2015   | 2016   |
|----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Filings        | 31,806 | 32,067 | 28,674 | 25,825 | 26,012 | 26,065 | 23,666 | 21,215 | 20,157 | 18,617 |
| Adjudications  | 32,027 | 34,378 | 31,685 | 29,636 | 26,004 | 27,011 | 26,512 | 22,924 | 20,951 | 19,347 |
| Clearance Rate | 101%   | 107%   | 111%   | 115%   | 100%   | 104%   | 112%   | 108%   | 104%   | 104%   |

#### Misdemeanor Statistics 2007-2016

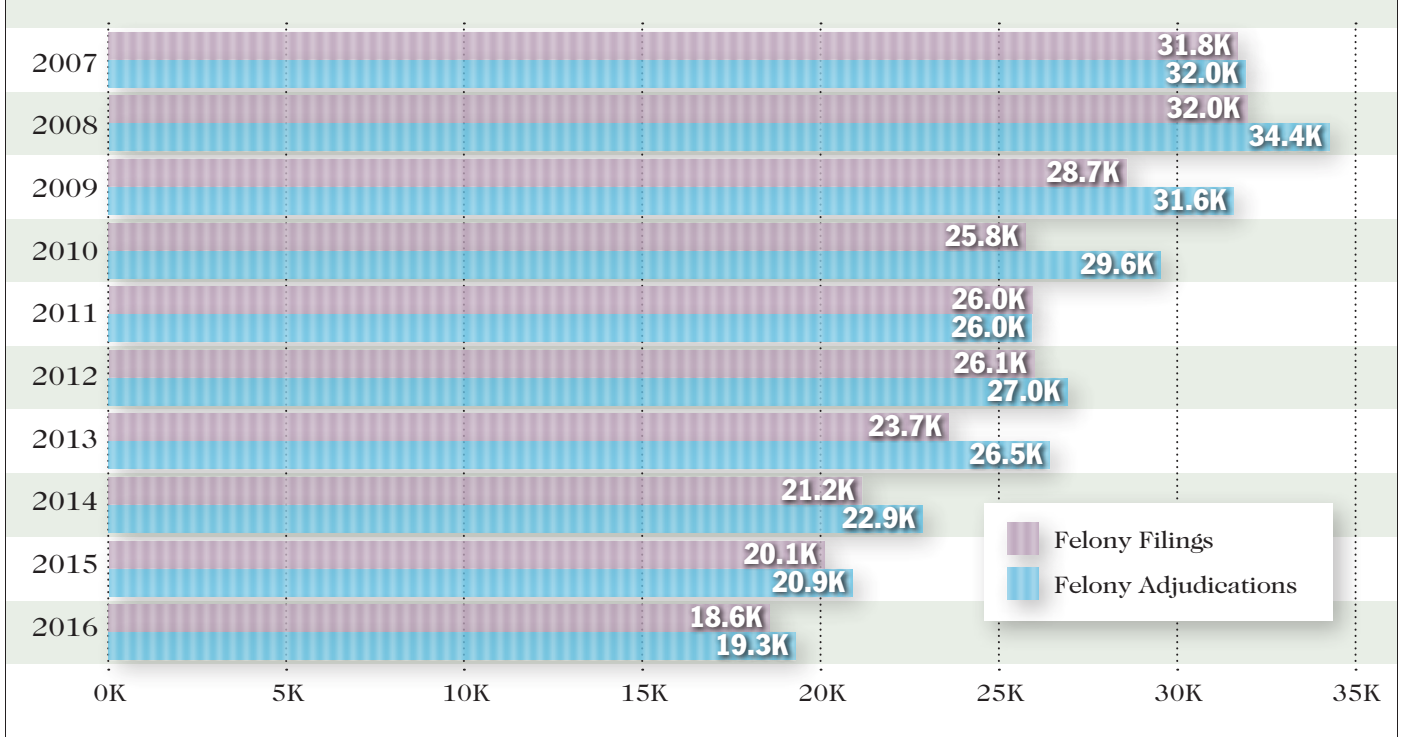
With the introduction of many successful diversion programs, the percentage of cases diverted has more than doubled since 2007. The annual clearance rate for misdemeanor cases in 2016 was 108%. Misdemeanor diversion dispositions resulted in fewer pretrial, non-violent incarcerations. Public safety concerns and prison overcrowding remain topics of discussion with the criminal justice partners participating in the Criminal Justice Advisory Board (CJAB) and MacArthur Foundation Safety and Justice Challenge.

|                | 2007   | 2008   | 2009   | 2010   | 2011   | 2012   | 2013   | 2014   | 2015   | 2016   |
|----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Filings        | 28,164 | 30,707 | 29,841 | 29,385 | 28,184 | 26,331 | 24,839 | 21,800 | 19,342 | 17,521 |
| Adjudications  | 28,712 | 27,180 | 29,051 | 36,365 | 32,783 | 31,136 | 28,846 | 24,864 | 22,194 | 18,932 |
| Clearance Rate | 102%   | 89%    | 97%    | 124%   | 116%   | 118%   | 116%   | 114%   | 115%   | 108%   |

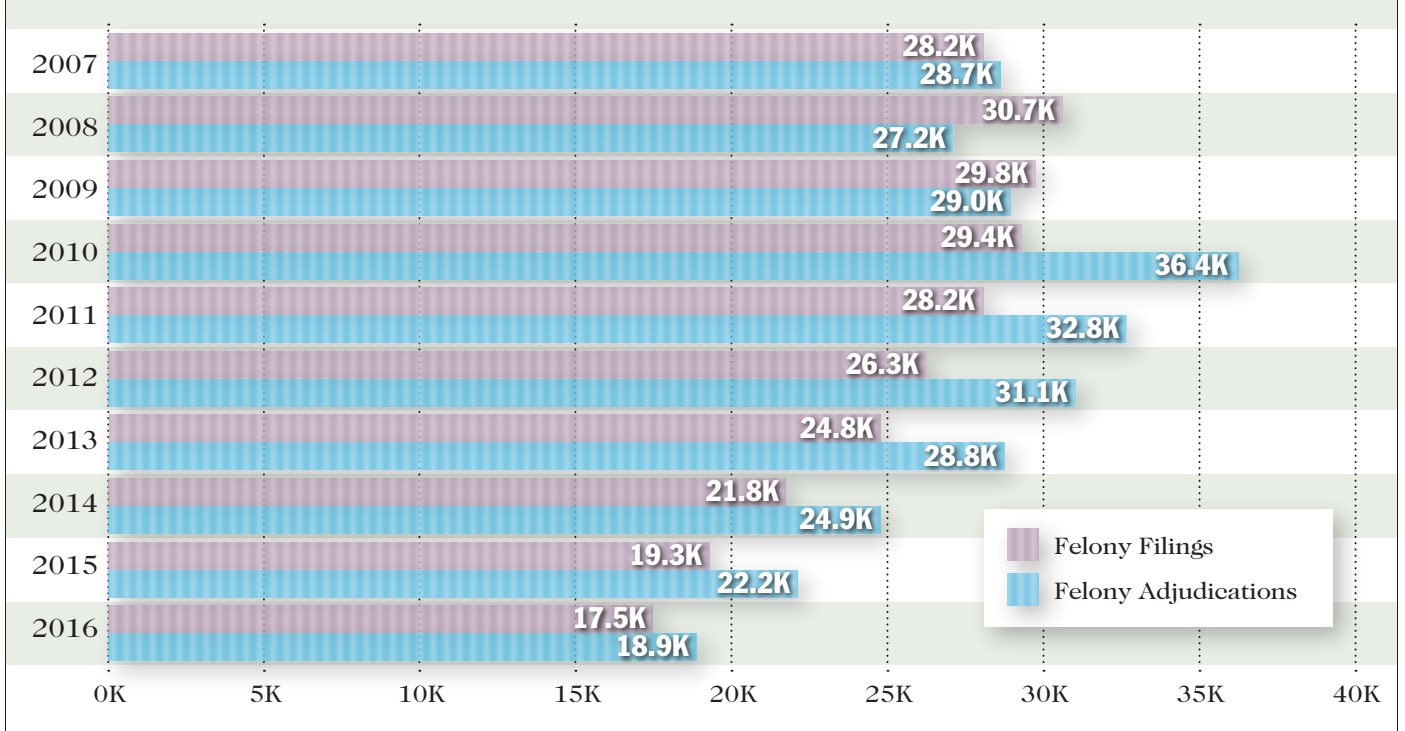




### 2007-2016 Felony Filings & Adjudications



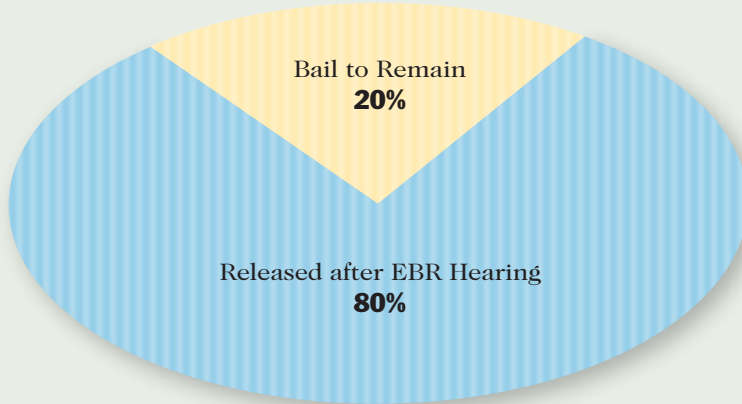
### 2007-2016 Misdemeanor Filings & Adjudications



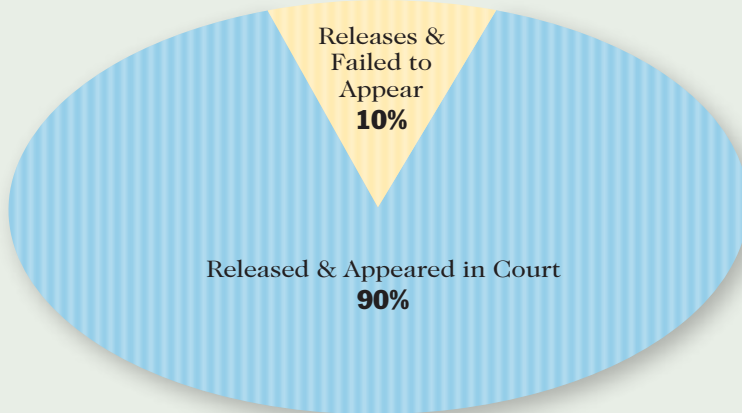


## Early Bail Release Hearings

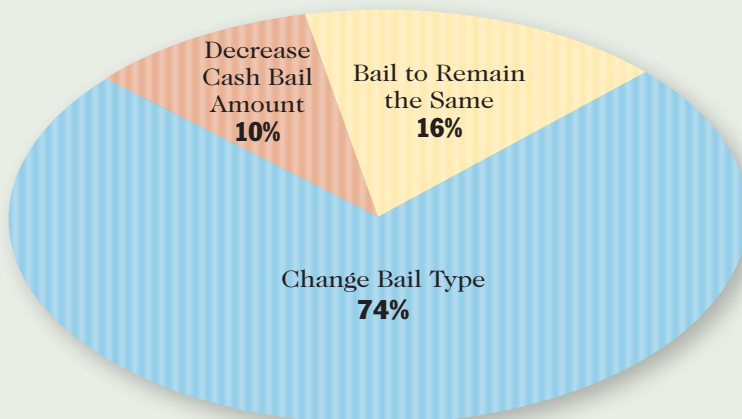
July - December 2016



## Court Appearances After EBR Release



## EBR Bail Outcome Summary



## 2016 Criminal Division Highlights

### Early Bail Review

The cornerstone of Philadelphia's Safety and Justice Challenge Reform Plan is to address the over-incarceration of pretrial defendants. One of the first major initiatives in this pretrial reform effort was the implementation of an Early Bail Review (EBR) Program in July, 2016.

- Individuals who are in jail on \$50,000 or less bail and charged with non-violent misdemeanor or felony charges with no other holding matter are added to an early bail review list and scheduled for a hearing within five days of the preliminary arraignment.
- Prior to their hearing, defendants are interviewed by the Public Defender, who communicate with family members, community contacts, and employers in preparation for the hearing. Private Counsel also arrange bail related interviews with their clients.
- The case is scheduled for a video hearing and a determination is made whether the defendant should be released.
- Those released from custody are provided detailed instructions from the judge, the Public Defender and the pretrial service representative to ensure that they satisfy the conditions of their release and appear for the next court date.
- As needed, defendants are instructed to report to Pretrial Services within two days of the hearing and connected with appropriate services.
- The Public Defender Social Service Unit has been actively involved making treatment referrals at this early stage of the proceedings.



## Early Bail Release Outcomes July – December 2016

- 90% of defendants released after an EBR hearing appeared at their next court date.
- 82% of defendants ordered to Pretrial Services after an EBR hearing appeared for the pretrial orientation session.

## Incarceration Days Saved

- The average length of stay is 147 days.
- As a result of EBR, 216 defendants were released within an average of six days.
- The average length of stay for these defendants was reduced by 141 days for a total savings of 30,456 days [141 days x 216 defendants].

## Project Dawn Court - Prostitution Initiative

The “Project Dawn” initiative is for women who are in custody on detainers or open prostitution cases. Municipal Court continues to work with the Commonwealth and Defender Association to streamline prostitution cases by centralizing treatment, housing and ancillary services. The project includes a component of therapy for survivors of Commercial Sexual Exploitation (CSE). Project Dawn operates with the dual goals of decreasing the number of non-violent offenders in Philadelphia county jails and reducing recidivism for this population of women. Project Dawn strives to provide holistic and evidence based treatment options to its participants, supporting them through their recovery journeys by addressing mental health, substance abuse and significant trauma histories.

In 2016, Project Dawn admitted 12 individuals, 29 cases and 30 probation matters. There were 14 graduates in 2016.

Joseph J. Peters Institute (JJPI) joined the program in the

summer of 2012 and has been a valued partner in effectively treating trauma among these women through both group and individual therapy tailored to their needs. Project Dawn has also partnered with the Philadelphia non-profit Gearing Up to work with women in transition from abuse, addiction or incarceration in the early part of recovery and re-entry into society. JJPI did a sample of the active Project Dawn participants in 2016 and found the following statistics:

**50%** Have experienced CSA  
(Childhood Sexual Abuse)

**100%** Suffered trauma from sexual violence  
at some point in their life

**50%** Suffered trauma from physical abuse  
as adults

**85%** Started their substance abuse in adolescence

**30%** Disclosed life threatening illness

**90%** Suffered from SMI (Severe Mental Illness)

**80%** Disclosed a history of homelessness

## Domestic Violence

The President Judge, court staff and criminal justice stakeholders worked to refine a Batterers’ Intervention Program for referrals by the District Attorney’s Office of eligible domestic violence cases. This formalized Domestic Violence Court commenced operations in 2014 as a collaborative, two-tiered program to address anger management, underlying substance abuse and mental health related issues. In 2016, 155 individuals accepted the DV Diversion Program.

From the time of inception in February 2014 through October

2016, 193 individuals successfully completed the Tier 1. 93% remain arrest free. During the same time frame, 74 individuals successfully completed the Tier 2 requirements. 96% remain arrest free.

## Veterans Court

Municipal Court, in conjunction with the District Attorney’s Office, the Defender Association and veterans’ agencies, continues its successful problem solving endeavor to divert front end cases involving veterans. The program assists justice-involved veterans



struggling with mental health, substance abuse or other reintegration issues. The presiding judge of Veterans Court is a veteran of the Iraq and Afghanistan wars.

Building on the success of established programs, Veterans Court oversees a range of services offered to qualified veterans involved in the criminal justice system. The judicial branch recognizes the tremendous service veterans provided to our country and believes it is the court's duty to offer veterans programs and services to overcome challenges that are unique to their experiences.

Veterans Court provides veterans with immediate access to representatives from the Veterans Administration (VA) to determine benefits eligibility and to perform an assessment to settle on the appropriate level of care. The assessment determines each veteran's suitability for an array of VA programs, including alcohol, substance abuse, mental health or medical treatment, as well as housing, job training, job referrals and other ancillary services. In 2016, Veterans Court had a total of 139 active participants and 45 individuals (multiple cases) successfully graduated.

### Early Resolution Initiative

In January 2013, a new initiative was implemented in Municipal Court for early resolution of felony cases where the offer would be extended to plead to the misdemeanor offense. Over time, the Early Resolution Program was expanded to include waiver of preliminary hearings, as well as pleas on misdemeanor cases.

In June 2016, the initiative expanded to include early felony

offers on felony cases. If the offer is accepted, these cases are scheduled to Common Pleas Court two weeks later for a non-trial disposition.

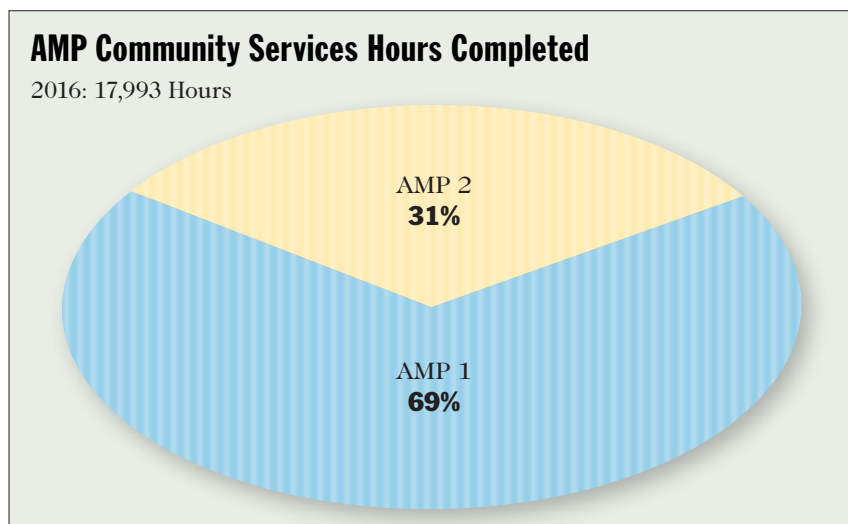
In 2016, 499 felony and misdemeanor cases were adjudicated through the Early Resolution Initiative. Many cases that would have previously been scheduled to Video Crash Court are now scheduled more quickly to the early resolution list.

### AMP (Accelerated Misdemeanor Program)

The Accelerated Misdemeanor Program (AMP) is an alternative to traditional prosecution methods that diverts offenders with low level misdemeanor arrests. AMP hearings are scheduled to district courtroom locations throughout the City. The cases are heard and

disposed expeditiously with sentencing options of community service to be completed in the neighborhood where the crime occurred. The expansion of this program (AMP 2) has resulted in increased sentencing options including guilty pleas, Section 17 and Section 18 adjudications. Alternative sentencing also addresses underlying behavior issues through court-ordered social service assessment and treatment.

The AMP unit has a community service representative in the courtroom to provide direction to offenders on completing their service hours, along with a list of court approved sites and contact information to report compliance. To assist with this task, the court has partnered with over 120 non-profit organizations within the City including Philadelphia Parks & Recreation. The AMP staff works closely with these organizations to track offender progress and report updates to the AMP assigned District







Attorney and Public Defender. All sentence information is entered into a Community Service database to ensure accurate reporting of offender compliance. In addition, courtroom statistics are tracked and entered daily for proper case management. Staff members also

assist with offenders and various criminal justice agencies through telephone contact, managing AMP dockets and maintaining a precise filing system. In 2016, over 2900 cases were accepted into the AMP Program.

## SER (Sexual Education Responsibility) Class

Recognizing the need for sound strategies to address sexual exploitation by criminal offenders, the court, the District Attorney's Office and the Defender Association partnered with representatives from JJPI to develop a diversion class for defendants charged with solicitation. The evaluation and treatment of individuals arrested for solicitation of a prostitute includes participation in a one day, four-hour group therapy experience. The aim of the SER class is to diminish the demand for prostitution within Philadelphia, to provide high quality, professional clinical intervention, and to provide accurate information to individuals regarding the impact on the sex worker, the community and on the individual soliciting sex.

**'The Choice is Yours' strives to reduce recidivism rates and address the problem of prison overcrowding without compromising public safety."**

The District Attorney's Charging Unit flags eligible solicitation cases for AMP. In lieu of community service, defendants are required to complete the four-hour SER class held at JJPI, and pay

a mandatory program fee (to JJPI) and court costs. Attorneys and court staff assigned to AMP are prepared to assist defendants who accept the offer. If a defendant chooses not to participate in the SER class, the case is scheduled for trial and defendants who are convicted of solicitation at trial are ordered to complete the SER class. Participation in the

SER class is mandated as part of any Commonwealth negotiation for solicitation offenses.

In 2016, a total of 189 defendants were scheduled to take the class. Of those, 143 defendants successfully completed the class.

## The Choice is Yours (TCY)

The Choice is Yours (TCY) is an innovative alternative to incarceration program that diverts non-violent felony drug offenders away from prison and toward positive social services and support. TCY strives to reduce recidivism rates and address the problem of prison overcrowding without compromising public safety. In partnership with Jewish Employment and Vocational Services (JEVS), TCY's goals are to: (1) reduce the likelihood of recidivism among TCY participants; (2) reduce state and city costs by cutting the number of trials among the TCY target population; (3) reduce costs associated with pre-trial and post-trial incarceration; and (4) provide participants with the skills and training necessary to become productive, employable individuals without the stigma of a criminal conviction.

The program primarily targets first-time felony drug offenders charged with Possession with Intent to Deliver (PWID) 2 to 10 grams of powder or crack cocaine. The District Attorney's Office has sole discretion in approving or rejecting a defendant's participation in TCY. Participants engage in a variety of activities, including: job readiness training (resume preparation, networking skills, interviewing and job search), computer classes, education and skills training (GED, college and technical classes), community service, job placement and advancement, mentoring from community members, and regular check-ins (progress listings) with the TCY judge.

TCY received a funding bridge donation from JEVS in early 2014, which enabled new participants to begin enrolling in the



orientation phase from March through June. An additional allocation was made by the Philadelphia Prison System in the summer. Forty-five defendants were identified for the program and 38 formally entered TCY in 2014. Funds are in place to sustain services for these participants throughout the year long program. Additional funding was secured through MacArthur enabling new enrollments. In 2016, 38 cases were accepted into the TCY program.

## Video Crash Court

Municipal Court continues its use of expanded video technology in association with the prison to conduct expedited misdemeanor trials, thereby eliminating the need to transport defendants to the courthouse for negotiated pleas and stipulated trials. Video Crash Court hearings are typically scheduled three weeks post arrest. Through the cooperation of the District Attorney's office, judges are also able to immediately address many Municipal Court probation/parole issues that in the past resulted in longer lengths of incarceration pending judicial review. In 2016, 314 cases were adjudicated through Video Crash Court, which was a decrease in cases over previous years.

## DUI Treatment Court

DUI Treatment Court continues to promote public safety, to hold offenders accountable for their actions, and to help offenders maintain sobriety and be responsible and productive members of the community. The target group for DUI Treatment Court includes DUI

offenders who qualify for Levels 3 or 4 of the Sentencing Guidelines promulgated by the Pennsylvania Commission on Sentencing and who are in need of drug and/or alcohol treatment. DUI Treatment Court is dedicated to the treatment and adjudication of individuals



with multiple DUI offenses who have no related history of violent crime or other legal complications. These individuals serve reduced jail time by attending extensive treatment. For example, a defendant who is subject to a mandatory minimum sentence of 90 days in prison will serve 10 days in prison, followed by treatment. A defendant who is subject to a mandatory minimum sentence of one year in prison will serve six months followed by treatment. In all, 89% of the participants have successfully completed the program. To date, there have been 464 graduates; of those, 92% were not convicted of a new crime within one year of graduation and 87% remained arrest free during that same time period.

Photo by Theresa Cannon

## Philadelphia Drug Treatment Court

The Philadelphia Drug Treatment Court, the first drug court in Pennsylvania, was established in response to the dramatic growth in drug related criminal activity occurring in Philadelphia. Recognizing that sound strategies to address the drug involvement of criminal offenders must be a fundamental priority of the criminal justice system, the Court represents an effort to establish a new working relationship between the court and the substance abuse treatment system.



There are 3,064 successful graduates of the program; of those, 91% were not convicted of a new crime within one year of graduation and 84% remained arrest free during that same time period.

## Mental Health Initiative

Many of the mental health challenges brought before the Municipal Court have been centralized and streamlined before President Judge Neifield. Operationally, the ability to centralize mental health cases for criminal defendants has proven beneficial in dealing with questions of competency and coordinating orders for mental health evaluations. At subsequent status hearings, the judge monitors defendants returned to the community. Through the collaborative efforts of the District Attorney and defense counsel, hundreds of cases have been monitored for treatment with prosecution eventually withdrawn. Other cases have had non-trial dispositions requiring mental health supervision and treatment.

**Many of the mental health challenges brought before the Municipal Court have been centralized and streamlined before President Judge Neifield**

## Bench Warrant Court

Bench Warrant Court provides swift justice to address repeated failures to appear, which have undermined public trust and confi-

dence in the criminal justice system. Adjudications range from the removal of the warrant, a contempt charge and sanction, bail modifications, and, in certain misdemeanor cases, the immediate resolution of the underlying case. The failure to appear (FTA) rates have been steadily declining.

## Emergency Protection from Abuse

The Emergency Protection from Abuse (EPFA) unit operates during non-traditional hours for emergency petitions only. The unit is staffed by law-trained masters who, in accordance with the Protection from Abuse Act, conduct ex-parte hearings and review facts to determine if a petition should be granted. The current complement of staff includes one supervisory master, ten per diem masters and ten clerical assistants (on rotating shifts). Grant funds support comprehensive educational and sensitivity training for all masters and clerks. The unit approved 2,440 petitions in calendar year 2016 and provided referrals for victim services and emergency referral sites throughout Philadelphia to several thousand non-qualifying petitioners. The EPFA unit is available to petitioners when many other service agencies are closed. Despite funding cuts the court continued operation of this critical service in Municipal Court.

## Non-Traffic Summary Citations

Over the last year we have seen a 55% decrease in the number of non-traffic summary citations filed in Municipal Court. The

MacArthur Foundation Safety and Justice Challenge and the planning for large events in the City resulted in many cases being handled as civil violations as local ordinances were decriminalized.

### Non-Traffic Summary Citations

|                | 2014   | 2015   | 2016   |
|----------------|--------|--------|--------|
| Filings        | 28,556 | 27,054 | 12,569 |
| Adjudications  | 31,111 | 29,773 | 14,309 |
| Clearance Rate | 109%   | 110%   | 113%   |



## Summary Diversion Program

Special non-traffic summary programs, such as nuisance night court and the summary diversion program, helped pioneer problem solving diversion initiatives in the Commonwealth. Introduced in the late 1990's, these programs addressed quality of life issues for the citizens of Philadelphia in an attempt to deter future criminal behavior. In 2016, 2,502 offenders successfully completed the Quality of Life Summary Diversion Program and collections for the Victim Compensation Fund amounted to \$137,400.

## Conclusion

The Civil Division continues to provide for mediation and dispute resolution in civil actions and to adjudicate thousands of cases annually while maintaining and enhancing the original e-filing system in Philadelphia. The Division continues to provide access to justice by making CLAIMS available to pro se litigants and providing them with a comprehensive training session and training materials. The Division's state-of-the-art conference center is used regularly by the Bar Association, the AOPC and the FJD for continuing legal education and training.

**The Court will  
continue to work  
collaboratively with  
its justice partners  
to provide access to justice  
to all parties requiring  
services in Municipal Court**

2016 witnessed the continuation of positive reform initiatives in the Court's Criminal Division. In excess of 6,709 cases were diverted from the Court's standard calendars, saving costs associated with formal trials, court related police overtime and lengthy prison stays for non-violent offenders. The Division continues to actively participate in resolving the delayed PARS rewrite/renovation; and expects proactive movement to commence with a renewed City project in 2017. We anticipate the commencement of additional initiatives brought about by the MacArthur Challenge including, but not limited to: implicit and explicit bias training, bail reform, detainer alternative program

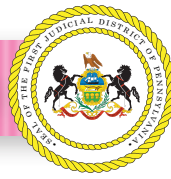
(DAP), and a comprehensive review of continuances to enhance case management practices. With the instillation of cameras in and around the Stout Center and the planned expanded cell-phone restrictions, we will be better able to address and combat witness intimidation concerns.

The Court will continue to work collaboratively with its justice partners to provide access to justice to all parties requiring services in Municipal Court.

Facing Page Photo by Anthony Leonardo







## SUMMARY

It was an historic year for the Philadelphia Municipal Court, Traffic Division, (“Traffic Division”), as the citizenry voted on April 26, 2016, to amend the Pennsylvania Constitution by abolishing the Philadelphia Traffic Court and removing all references to it and its judges from the Constitution, thereby solidifying the court’s position as a separate division of the Philadelphia Municipal Court. (Legislation enacted in 2013 transferred the jurisdiction and functions of the Traffic Court to the Philadelphia Municipal Court.) Almost 60% of the populace voted “YES” to that ballot question during the primary election.

The Traffic Division courthouse continues to be located at 800 Spring Garden Street, Philadelphia, Pennsylvania 19123. The

Court’s mission of promoting public safety, providing access to justice, and adjudicating cases promptly, fairly, and cost-effectively, remains steadfast and is elucidated in the undertakings, initiatives,

and achievements that are summarized and overviewed in this 2016 annual report.

The Traffic Division, under the supervision of Administrative/Common Pleas Court Judge Gary S. Glazer, is truly the “court of first impression,” as the average citizen is more apt to have contact with the Traffic Division, as opposed to the other courts/divisions in the First Judicial District of Pennsylvania, inasmuch as it is the Traffic Division through which one

responds to motor vehicle violations, establishes a payment plan agreement, retrieves an impounded vehicle, contests a citation, files

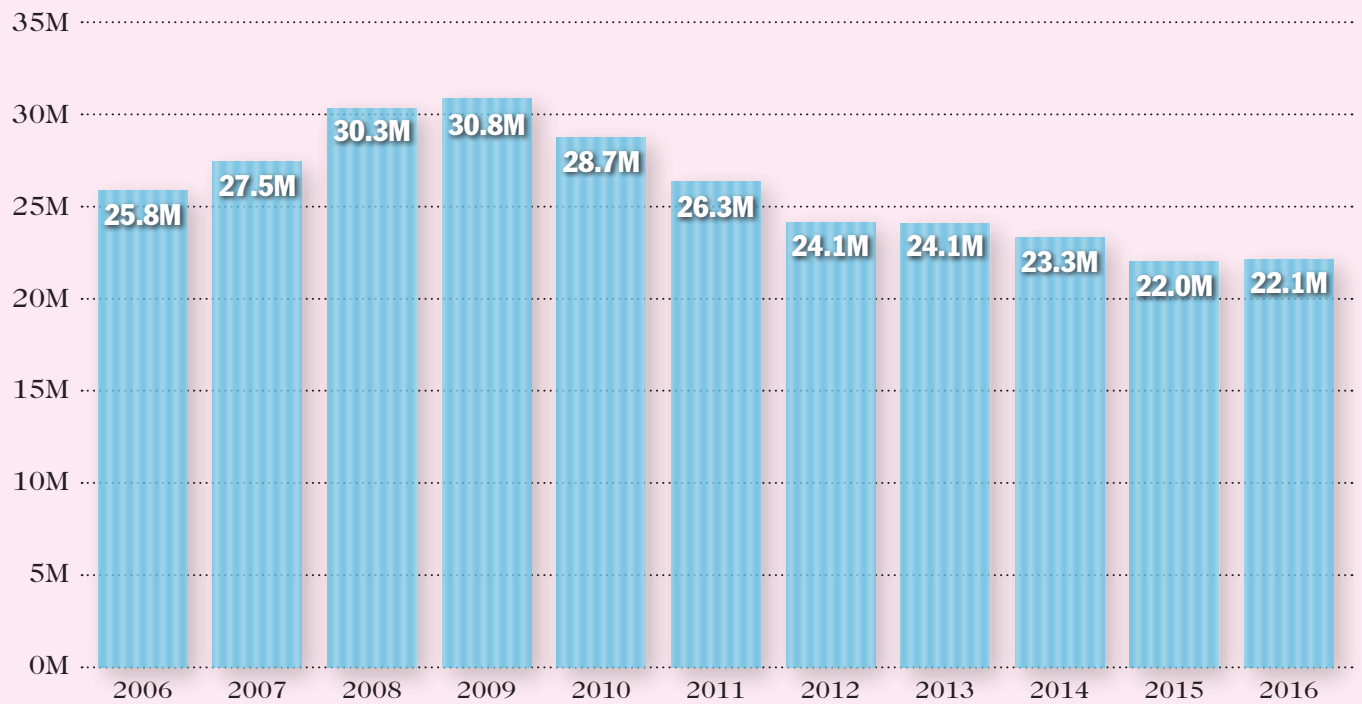
**The Court’s mission of promoting public safety, providing access to justice, and adjudicating cases promptly, fairly, and cost-effectively, remains steadfast**

### Traffic Court Breakdown in Distribution by Fiscal Year

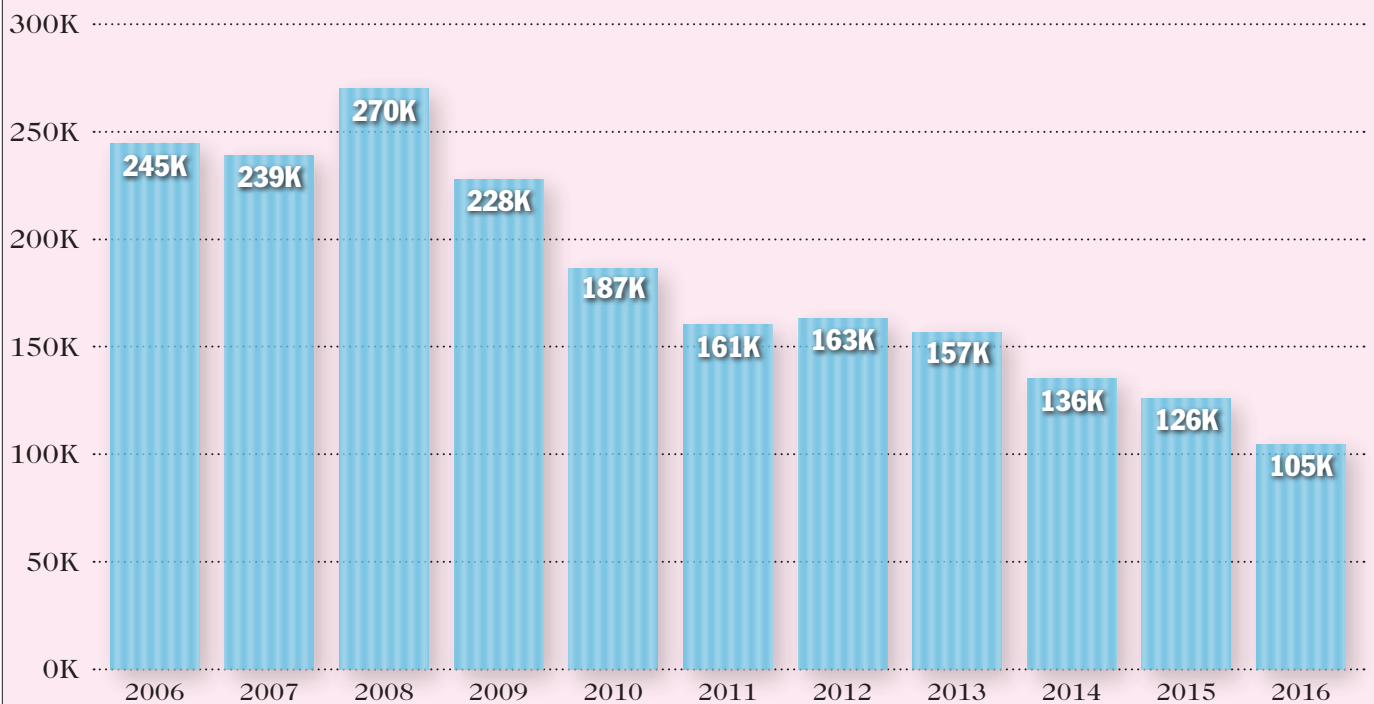
| Year         | State                | City                | Xerox Fee | Warrant Fee         | PPA                 | 2360 Fee            | Total                | Issuance |
|--------------|----------------------|---------------------|-----------|---------------------|---------------------|---------------------|----------------------|----------|
| 2006         | 12,049,243           | 8,604,208           | 1,778,339 | 837,692             | 1,185,109           | 1,382,484           | <b>25,837,074</b>    | 245,169  |
| 2007         | 12,139,700           | 8,763,254           | 2,524,201 | 1,594,888           | 1,202,606           | 1,201,707           | <b>27,426,354</b>    | 239,270  |
| 2008         | 13,292,209           | 9,494,434           | 2,150,604 | 2,487,406           | 1,404,227           | 1,433,975           | <b>30,262,854</b>    | 270,355  |
| 2009         | 13,495,067           | 9,638,205           | 2,468,126 | 2,402,614           | 1,446,101           | 1,362,113           | <b>30,812,225</b>    | 228,119  |
| 2010         | 12,378,431           | 8,893,519           | 2,276,439 | 2,391,113           | 1,323,407           | 1,453,954           | <b>28,716,863</b>    | 186,998  |
| 2011         | 11,147,069           | 8,134,053           | 2,042,594 | 2,279,687           | 1,169,857           | 1,542,577           | <b>26,315,838</b>    | 160,556  |
| 2012         | 9,926,046            | 7,392,848           | 1,824,722 | 2,096,983           | 1,062,323           | 1,785,723           | <b>24,088,646</b>    | 163,328  |
| 2013         | 9,791,973            | 7,355,330           | 1,848,321 | 2,235,477           | 1,064,316           | 1,792,921           | <b>24,088,338</b>    | 157,142  |
| 2014         | 9,378,693            | 7,056,760           | 1,804,114 | 2,373,110           | 981,956             | 1,674,869           | <b>23,269,501</b>    | 135,580  |
| 2015         | 9,291,555            | 6,435,217           | 1,635,931 | 2,368,717           | 755,748             | 1,509,052           | <b>21,996,220</b>    | 126,147  |
| 2016         | 9,755,052            | 5,995,332           | 1,630,642 | 2,561,679           | 712,555             | 1,432,466           | <b>22,087,726</b>    | 105,026  |
| <b>Total</b> | <b>\$122,645,036</b> | <b>\$87,763,159</b> |           | <b>\$23,629,365</b> | <b>\$12,308,206</b> | <b>\$16,571,840</b> | <b>\$284,901,638</b> |          |



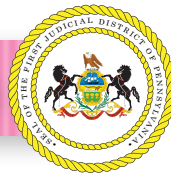
### Traffic Court Total Distribution



### Traffic Court Total Citation Issuance







an appeal to a conviction, or responds to a warrant for arrest. Also, for public convenience, one may remit payment for a parking violation via the Philadelphia Parking Authority's customer service window in the court's Eighth Street lobby. In 2016, over 323,631 individuals appeared in the Traffic Division to undertake those court transactions. In addition, 201,977 individuals contacted the court through its automated IVR system, and 93,918 of those individuals received telephonic assistance from court operators. The aggregate number of defendants serviced by court personnel on a weekly basis is 8,029.

## Courtroom Staffing

The Traffic Division is open Monday through Friday, from 8:30 a.m. until 7:30 p.m., for the convenience of the public. On a daily basis, the court operates two trial courtrooms, including the General Assembly Room, which is comprised of six hearing rooms, as well as a motion court, an impoundment courtroom, and a night court. All mandatory and subsequent-offense violations are scheduled in one courtroom over which Judge Christine Solomon (or a senior magisterial district judge) presides, while the majority of the citations issued in the City of Philadelphia are tried in the General Assembly Room.

The General Assembly Room is staffed by Hearing Officers Derrick Coker, Esquire; Stefanie Ebert, Esquire; Teresa Rodríguez, Esquire; Demetrios Semos, Esquire; and Y. Judy Song, Esquire, all of whom may adjudicate violations of the **Pennsylvania Motor Vehicle Code**, release vehicles impounded under Sections 6309, 6309.1, and 6309.2 of the **Pennsylvania Motor Vehicle Code**, conduct financial determination hearings and warrant hearings, rule on motions for continuances, and arraign prisoners. Domenic C. Reda, Director of Operations for the Traffic Division, also officiates in Motion Court where he, too, may conduct financial determination hearings, rule on motions for continuances, and arraign prisoners, in addition to his responsibility of overseeing several core

units of the Traffic Division.

Hearing Officer Teresa Rodríguez, Esquire, was hired in March, 2016, to fill a vacancy created by the resignation in 2015 of Bharati Patel, Esquire. Through an open and extensive posting process via the Human Resources Department of the Administrative Office of the Pennsylvania Courts, several viable attorney candidates were initially evaluated and ultimately interviewed by the Deputy Court Administrator and Director of Personnel at the Traffic Division.

Recommendations for final interviews were made to Municipal Court President Judge Marsha H. Neifield and Administrative Judge Gary S. Glazer, both of whom agreed to offer the position to Teresa Rodríguez, Esquire. Ms. Rodríguez's bilingual skills and extensive experience in the legal community have provided a solid

foundation for her position as a hearing officer. Ms. Rodríguez participated in several in-depth training sessions at the courthouse on the matters of (1) the Code of Conduct Policy for employees of the Unified Judicial System; (2) ethics; and (3) the **Pennsylvania Motor Vehicle Code**; she was certified by the Minor Judiciary Education Board in June, 2016, after undergoing extensive training in Harrisburg, Pennsylvania.

Management meets monthly with the hearing officers to review their disposition statistics and address relevant legal and procedural matters. Currently, the hearing officers have realized a 74% conviction rate in their adjudications.

## Training

The changes to the newly reformed Traffic Division have been pervasive, progressive, and dynamic. The Court is always evolving to add constant refinements and meet new challenges. The success of any organization is directly correlated to its foundation; the foundation of the Traffic Division is experienced, honest, and well-trained employees, who strive daily to meet the needs of the public

**The changes to the newly reformed Traffic Division have been pervasive, progressive, and dynamic**





and adhere to the high ethical standards expected of all court staff.

In 2016, the Traffic Division employed 107 individuals, eighteen of whom were deployed to the second shift, working from Noon to 8:00 p.m.. Eight training sessions were offered in 2016 to core and managerial staff, on a plethora of topics, including *Ethics, Compliance, CPR Training, Active Shooter and Security, Local Court Security, and Bio-Chemical/Fire/General Protocol*.

Moreover, five supervisors participated in a *Professional Behavior/Stress Management* course offered in Dover, Delaware, by the Mid-Atlantic Association of Court Management, and all

staff were privileged to attend a presentation offered by the City of Philadelphia *Inspector General's Office* which focused on the current initiatives of that Department to eradicate corruption, fraud, and misconduct in governmental agencies.

Finally, the court's hearing officers participated in a training program in December which provided legislative updates to the **Pennsylvania Motor Vehicle Code**, including the impoundment law, and discussion on fees and fines imposed on indigent defendants.

The Traffic Division recognizes and appreciates the importance of training and development for a successful workforce.

## Security

All who attended the aforementioned "Active Shooter" class, moderated by Inspector Michael Bastone of the Philadelphia Sheriff's Office, found the material and discussion incisive and compelling, particularly in this world where active terrorism and unforeseen dangers are realistic and prevalent on a daily basis.

Based upon several security concerns voiced by the hearing officers of the Traffic Division, the following enhancements were made to ensure the safety of all court staff and records.

- The installation of a closed-circuit television monitoring system in Courtroom "A", to which a sheriff is assigned at all times, to

allow for simultaneous coverage of all six hearing rooms;

- The reconstruction, by in-house staff, of the hearing rooms in Courtroom "A" to allow for emergency exits for the hearing officers;
- The installation of an outside camera directed on Spring Garden Street and the front door; the installation of inside cameras directed towards the lobby of Spring Garden Street to provide footage of the hallways and the holding cells;
- The addition of electronic door strikes in the newly reconstructed payment/dispositioning area; and
- The separation of police arrests from general motions – Police arrests are addressed in a traditional courtroom in close proximity to the holding cells to maintain maximum security.

## Operations

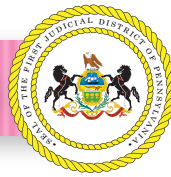
The Traffic Division is comprised of fifteen key departments through which all phases of ticket issuance and adjudication are filtered. Those departments include Appeals/Attorney Listings; Boot & Tow; Call Center; Central Records; Citation Control; Court Listings; Courtroom Operations; Customer Service; Financial Control; Lockbox; Mail Room; Payment Adjustment; Pre-Trial Services; Processing Edits; and Record Retention.

To provide more equity in terms of distribution of work and consolidation of assignments, in 2016, the court's *ticket inventory*

functionality was merged with the Citation Control Department. The Traffic Division continues to focus on consolidation of departments to streamline operations.

To augment case flow in the appeals area and reduce the waiting period of defendants who were perfecting their summary appeals or establishing payments plans as a result of the denial of their appeal, the court (1) relocated the Motion Court to the General Assembly Room and (2) expanded the centralized payment/dispositioning room.

To accommodate the increased demand for Spanish *interpreter*



services and as a cost-saving measure to the First Judicial District of Pennsylvania (“FJD”), the Traffic Division established its own Language Interpreter Services Department and hired a Spanish Interpreter Trainee. That trainee schedules all requests for interpreter services and provides interpretation for all Spanish-speaking defendants. In 2016, working in the trial, motion, hearing, and impoundment courtrooms of the Traffic Division, he provided Spanish interpretation for 1,960 cases, yielding a \$54,732 cost reduction over calendar year 2015 in per diem Spanish interpreter services to the FJD. In addition, there were 314 requests for sign language and various other vernacular interpretations, which were scheduled for processing by other FJD interpreters. Beyond the *monetary savings* realized through the Court’s on-sight interpreter is the *operational savings* realized through first-time listings of trials (which reduced the number of continuances pending the assignment of a Spanish interpreter and translated into public convenience).

Consistent with the reform measures launched over the past five years, the Court worked with representatives of the Office of the District Attorney to institute yet another layer of control relative to case flow/management in the General Assembly Room. By establishing parameters and protocol between the court officers and the paralegals, all cases for summary trials are evenly and randomly distributed among all five of the hearing officers. Through a structured, randomized process, it is the Deputy Chief of Courtroom Operations who personally assigns those cases to a specific and individualized hearing room and, in so doing, ensures the integrity of *courtroom operations* and the court’s compliance with ethical and lawful standards.

The Traffic Division inaugurated its summary trial *appeal program* in 2015 and, since that time, the court has continued to file, schedule, process and hear all aspects of the appeals de novo, nunc pro tunc appeals, and Informa Pauperis Petitions that were previ-

ously handled by the Criminal Trial Division. Those matters are heard on Mondays, Wednesdays, and Fridays by Municipal Court judges designated as Common Pleas Court judges.

In an effort to coordinate scheduling and ensure the availability of the subpoenaed State Police trooper at the time of the appeal

hearing, representatives of the court and the Office of the District Attorney met with the commanding officers of the Pennsylvania State Police. Fewer scheduling conflicts have been reported; this issue has been resolved.

Although statistics support an increase in nunc pro tunc petitions filed and granted in 2016 over 2015, as reflected in the fol-

lowing composite, it should be noted that 1,133 of those granted petitions were unopposed by the Commonwealth.

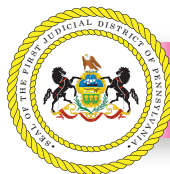
**Beyond the monetary savings realized through the Court’s on-sight interpreter is the operational savings realized through first-time listings of trials**

|                                   | <b>2015</b> | <b>2016</b> |
|-----------------------------------|-------------|-------------|
| Appeals De Novo                   | 6,117       | 6,282       |
| Nunc Pro Tunc Petitions (filed)   | 2,489       | 2,540       |
| Nunc Pro Tunc Petitions (granted) | 764         | 1,649       |

**The following report compares the appeal adjudications by calendar year:**

|                   | <b>2015</b> | <b>2016</b> |
|-------------------|-------------|-------------|
| Appeals Withdrawn | 125         | 159         |
| Guilty            | 3,825       | 4,045       |
| Not Guilty        | 2,073       | 2,078       |

Moreover, approximately 75 expungement petitions were processed at the Traffic Division. Working in conjunction with the Office of Judicial Records and the District Attorney’s Office, the court established protocol and procedures in 2016 for filing expungement petitions pertaining to motor vehicle citations and



summary appeals from traffic citations. The expungements are heard at the Traffic Division, in Courtroom “D”, by a Municipal Court judge designated as a Common Pleas Court judge. Under the law, a defendant may petition for expungement of a violation if he or she has been devoid of arrests for a period of five years, maintained an exemplary driving record for five years from the date of conviction, and has satisfied all monetary obligations with the court.

The Traffic Division also developed a process for manually transcribing and tracking the denial of a payment plan order

that is often appealed to the higher court, thereby ensuring accurate recordkeeping for all cases that are appealed to the Court of Common Pleas. In 2016, fifty (50) payment plan orders were appealed to the Court of Common Pleas. By creating a miscellaneous docket number, data relative to the payment order is entered into CPCMS; all activity on the affected citations is suspended for the protection of the defendant, pending the appeal date. The action is recorded in CPCMS as “motion hearing for failure to pay/contempt”.

## Case Flow Management

The Court remained focused on conformance with Rule 406 of the **Pennsylvania Rules of Criminal Procedure** to ensure the timely filing of motor vehicle citations. Rule 406 provides that a citation should be filed with the proper issuing authority within five days after it is issued to the defendant, and the citation should be filed as soon as is practical so the issuing authority may process the case. To assist in this regard, in June, 2016, the court introduced a statistical data report which details the citation number and issue date, batch date, the police agency, the police district, and the number of days between issuance and batching. That report is generated monthly to the commanding officers of the Philadelphia Police Liaison Unit for analysis to ensure the integrity of court orders and the timely completion of processes. The court remains optimistic that the gap will be narrowed between the time of issuance and the time that the citations are transmitted to the court for data entry.

During calendar year 2016, one hundred five thousand, twenty six (105,026) citations were issued in the City of Philadelphia by various Police Agencies, including City Police; Pennsylvania State Police; Pennsylvania State Police Truck Enforcement; Highway Patrol; Accident Investigation Division; Airport Police; Housing Authority Police; SEPTA Police; Pennsylvania Fuel Tax; University of Pennsylvania; Drexel University; Temple University; Delaware River Port Authority; and AMTRAK Police.

However, the Traffic Division *adjudicated 112,520 citations*

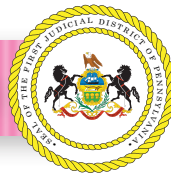
during the same period. The following charts provide a comparative overview of case statistics for calendar years 2015 and 2016, including the number of installment payment plan hearings,

| Citations Disposed:    | 2015           | 2016           |
|------------------------|----------------|----------------|
| Trial: Guilty          | 79,167         | 69,106         |
| Trial: Not Guilty      | 10,831         | 8,818          |
| Guilty Plea            | 20,653         | 16,181         |
| Dismissal              | 1,514          | 1,860          |
| Pros. Withdrawn        | 15,487         | 13,457         |
| <b>Total Disposed:</b> | <b>131,350</b> | <b>112,520</b> |

impoundment hearings, warrant hearings, and closed-circuit television hearings for inmates.

(Other adjudications, including, but not limited to, voided citations and those that were marked as deceased, are encompassed in the number of disposed citations.)

Of equal significance are the number of defendants who entered into payment plan agreements with the Court after a financial determination hearing was conducted; the number of defendants who appeared before the Impoundment Court judge or hearing officer in an effort to effectuate a release of their vehicle which had been impounded by the Police or the Parking Authority; and the number



of defendants who were brought down from the prisons, arrested and transported by district police, or had hearings through the closed-circuit television process. All of these enforcement mechanisms assisted in our goal to provide safer streets for the general public.

Although the court had hoped to expand the closed-circuit television hearing process for inmates in 2016, a change in the leadership of the Philadelphia Prison system hindered the court's progress. Nevertheless, the Court remains confident that it will be poised to

|                                    |        |
|------------------------------------|--------|
| Installment Payment Plan Hearings  | 50,964 |
| Impoundment Hearings               | 11,979 |
| Warrant Hearings                   | 1,550  |
| Closed Circuit Television Hearings | 79     |

resurrect the program in 2017 to increase the population of inmates who will have access to the closed circuit hearing process.

## Citation Issuance/Enforcement

Issuance dramatically decreased by 11,121 citations since 2015, as evidenced on the attached graph reflecting citation issuance by all police agencies for calendar years 1999 through 2016.

For more than a decade, the court has been a proponent of the electronic citation and has provided any and all assistance to effectuate that goal including, but not limited to, providing software and earmarking \$1,000,000 to aid in the purchase of the hardware. The electronic citation will replace the current paper citation form that is manually handwritten by an officer when issuing a Title 75 violation. The electronic citation will yield more efficient, expedient, and safer car stops, as relevant data can be auto-populated as a time-saving measure; the citation data can be automatically transmitted to the Traffic Division staff; and instances of citations being written by police but not filed with the court by the law enforcement agency may be reduced.

In 2016, the court, through bi-weekly meetings with the

Police Department, the City of Philadelphia's Office of Information and Technology, and the Pennsylvania State Police, served to facilitate the eCitation project. Included among the significant advances in 2016 were:

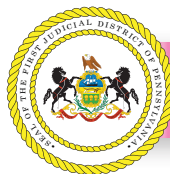
- Converted from an outdated TraCS version 7 software to TraCS version 10, which necessitated an update to the eCitation form to allow for changing the prefix to the letter "C"; updating the court's telephone number and the correct amount due for citations;
- Updated court hearing calendars for trucks and date-certain citations. (Those calendars are used to automatically issue "date-certain" hearing dates from the TraCS system, based on issue date and police agency);
- Tested new system to ensure compatibility with eTIMS;
- Confirmed that the XML data and TIFF image were correct and would contain accurate information when transferred to the court's servers; and
- Tested process for filed summons to ensure adequacy.

## Financial

In 2016, the Court collected a total of \$22,087,725.64 in revenue, an increase of \$91,505.97 over calendar year 2015. In accordance with the disbursement schedule, the Commonwealth received \$9.7 million, the City received approximately \$5.9 million, Xerox received \$1.6 million, and the Philadelphia Parking Authority received \$712,555.26. In addition, the Court disbursed over \$3.9 million to the FJD. See attached graph comparing revenue received versus citation issuance.

Despite the dramatic downward trend in citation issuance, the court remains proactive in its collections and has exceeded its expectations in 2016. Consistent with past practice, the court identified those accounts that were in arrears by \$25.00 or more for outstanding fines and costs. A one-time only reminder notice captioned "Use Your Tax Refund Wisely" was mailed to those entities, with some exclusions based upon appeal status or outdated addresses. The response was significant; 5,378 customers either





satisfied their debt in its entirety or established a monthly payment agreement. The associated revenue generated as a result of those notices was \$807,148.14.

Similarly, through the court's Interactive Voice Response system ("IVR"), \$972,723 was paid by defendants who were attempting to satisfy their total debt or comply with their monthly payment obligation. (The IVR allows a defendant to retrieve information pertaining to his or her case file, obtain general information, or pay a citation via a telephone call to the Traffic Division.) Through interaction with the Court's database, the defendant can retrieve the amount due on the record, the case status, and the payment's due date.

The IVR is centralized through the call center, which is primarily staffed by five employees and one supervisor, although the court does rotate the second-shift supervisor and assistant supervisor, as well as cashiers and other customer service representatives in the unit on days of higher volume. Approximately 201,977 individuals contacted the Call Center via the call-forwarding feature of the IVR. While fifty four percent (54%) of those calls were addressed through automated processes, forty-six percent (46%) were transferred to a customer service representative for assistance. This technology has streamlined operations for the Traffic Division by significantly reducing the number of walk-in defendants and has provided the general public with "around-the-clock" access to the court and more immediacy in

terms of response time to their inquiries.

The remainder of the collections were realized through

Remaining proactive in devising means by which it can save

|                              |                |
|------------------------------|----------------|
| Payments in Cash             | \$7,369,938.25 |
| Pay by Web                   | \$6,663,936.77 |
| Check                        | \$3,209,193.75 |
| Front Counter (Credit Cards) | \$3,938,035.04 |
| Recurring Payment Plans      | \$418,225.14   |

money for the FJD, the Traffic Division changed electrical suppliers in 2016, switching from PECO to Horizon Energy, for a nine-month savings of \$28,000.

In addition, by expanding the use of TransFirst for the over-the-counter credit card transactions, the court witnessed a significant decrease in fees paid for credit card processing for the period of May, 2016 through December, 2016. Specifically, the front-counter/recurring payment plan transactions increased by 6,658 items during that period, as compared to the same period in 2015, and the deposit total increased by \$362,591.69, when comparing the two time periods. Transactions and deposits increased, yet the court paid \$15,292 less in processing fees for recurring credit card transactions.

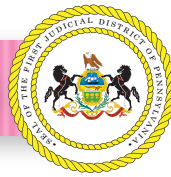
## Technology

The Court upgraded equipment and improved technology in the following areas:

- Nine (9) new, hand-held credit card machines were purchased, providing a more secure analog system; all cashiering stations are now able to process cash, credit, and debit transactions;
- All cashiering stations were equipped with fraud detection machines;
- FTR Gold recording equipment was installed in the Motion and Impoundment Courtrooms for quality-control purposes, compliance, and customer service monitoring;

- A computer was installed on the Bench in the Impoundment Courtroom; and
- Verizon replaced the Centrex line with a T-1 line in the Call Center to enable communication with Blackbox, thereby increasing the call/queue capacity to 25 at one time and eliminating the number of calls that are dropped before transferring to an operator.

In addition, the Court conducted weekly meetings with representatives from Xerox/Conduent (who provides contractual services for ticket processing) to monitor the existing contract, ensure compliance with system enhancements and upgrades, and



to assess and address production problems. The following changes were implemented to the Court's ticket-processing database:

- Enhanced our eTIMS docketing system by adding the employee's User ID number to all docket and payment history reports provided to the public for accountability purposes;
- Modified the eTIMS notices to include all fees, including postage, bad check, and impoundment;
- Provided system updates and modifications to ensure the automatic electronic resubmission of any request to the Department of Transportation for imposition or release of a 1533(d) segment, thereby obviating the need to generate correspondence for corrective action.

- Eliminated the warrant cost from ticket level to entity level on a per-stop basis. Effective September 1, 2016, the warrant costs were no longer assessed per ticket. Said fees are now imposed per stop, thereby reducing the financial burden imposed on defendants who receive multiple citations at the time of issuance. This enormously complex computer adjustment was voluntarily undertaken by the court to address constitutional concerns regarding excessive fees and fines.

## Community Out-Reach Programs

- **The Re-Entry Program** - The Court continued to work with United States Magistrate Judge Timothy Rice and his team of mentoring attorneys and law students on the Re-Entry Program which assists federal probationers to transition into society after release from incarceration. In March, 2016, three new re-entry students from the Temple University Beasley School of Law visited the court to analyze the current processes and procedures involving convictions on motor vehicle violations at the Traffic Division and nunc pro tunc appeals to the Court of Common Pleas in an effort to assist former inmates whose driver licensing issues hamper their future growth and societal stability.
- **The Public Safety Out-Reach Program** - With the assistance of William R. Hite, Jr., Ed.D., Superintendent of the Philadelphia School Board, the Court's Public Relations Manager for Education participated in a professional development workshop in September, 2016, at the Lincoln High School in Philadelphia, at which time he connected with numerous faculty members from schools throughout the City to expand the Court's "distracted driving program." The Traffic Division endeavors to change driver behavior, at a young age, encourage compliance with motor vehicle laws, and foster a greater understanding of the process of ticket issuance and what transpires at the time of a motor vehicle stop by an enforcement agent. Numerous break-out sessions resulted from the forum;

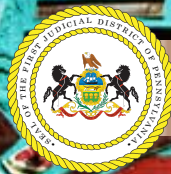
our Public Relations Manager met with students from Lankenau High School; Motivation High School; Mastbaum High School; Overbrook High School; Frankford High School; Engineering Science High School; Central High School; and Edison High School; all faculty members were eager to allow their students to hear the court's public service message about the need for vehicle safety while emphasizing the danger of distracted and aggressive driving.

## Summation

The Traffic Division remains committed to its mission of promoting public safety, and the judges and staff are committed to ensuring compliance with all reform measures. In that regard, the Court continued to encourage all personnel to remain vigilant in monitoring the integrity and professionalism of the court's operations. The Compliance Program is one of the mainstays of the extensive reform measures implemented by Administrative Judge Gary S. Glazer. In 2016, several employees reported concerns or issues, all of which were satisfactorily addressed.

The Court continues to effectively maximize its human resources to improve efficiency and ensure collections. We are pleased that the revenue generated to the Commonwealth, the City, and the FJD exceeded our budgetary allocation for the calendar year.









## SUMMARY

The Judicial Education Committee brings new ideas and best practices to Philadelphia's judiciary. The Committee dedicates hundreds of volunteer hours to improving the administration of justice through education and candid discussion.

Our Judges staff nearly a dozen subcommittees year-round to present seminars led by experts who generally teach pro bono. Programs usually take place during the lunch hour or on weekday afternoons between 4:00 p.m. and 6:00 p.m. Judges are exposed to topics within and outside of their respective court assignments. The Com-

mittee records attendance and the programs are available to more than one hundred judges of the Common Pleas and Municipal Courts.

The Judicial Education Committee's website is accessible to all judges and First Judicial District ("FJD") staff. The website contains jury instructions, selected course materials, and court manuals.

Many judges active on the Judicial Education Committee serve as panelists on CLE programs and teach in a variety of other settings. In 2016, judges also mentored over sixty students through summer internships, and law school graduates through the Judicial Fellowship Program.

*President:*

**Judge Sheila Woods-Skipper**

*Judicial Education Committee Co-Chairs:*

**Judges Idee Fox and Lisette Shirdan-Harris**

*Immediate Past Co-Chairs:*

**Judges Ramy Djerassi and Rosalyn K. Robinson**

*Chairs of Judicial Education Subcommittees:*

*Civil Conversations:*

**Judges George W. Overton and Denis P. Cohen**

*Criminal Conversations:*

**Judges Gwendolyn N. Bright, Charles A. Ehrlich**

*All in the Family:*

**Judges Holly J. Ford and Doris A. Pechkurov**

*Law Clerk Continuing Education:*

**Judge Diana Anhalt**

*Brown Bag Luncheon: Judge Linda Carpenter*

*Ethics: Judges Patricia A. McInerney*

*FYI: Judges Lori A. Dumas & Maria McLaughlin*

*Conversations at Sidebar:*

**Judge Rosalyn K. Robinson and**

**Judge Kai Scott** (term began October 2016).

*New & Transferring Judges Training:*

**Judges Charles A. Ehrlich & Marlene F. Lachman**

*Perspectives:*

**Judge Lillian Harris Ransom**

(appointed to the Superior Court June 2016)

*State Judicial Education Committee Liaisons:*

**Judges Jacqueline F. Allen, Ida Chen,**

**Rosalyn K. Robinson** (term ended 2016) **and Lisette Shirdan-Harris.**

*2016 Committee Members:*

**Judge Jacqueline F. Allen,**

**Adm. Judge,** Trial Division

**Judge Diana Anhalt**

**Judge Mark I. Bernstein** (ret. October 2016)

**Judge Gwendolyn N. Bright**

**Judge Linda Carpenter**

**Judge Ida K. Chen**

**Judge Denis P. Cohen**

**Judge Ramy I. Djerassi**

**Judge Lori A. Dumas**

**Judge Charles A. Ehrlich**

**Judge Joseph Fernandes**

**Judge Angelo Foglietta**

**Judge Holly J. Ford**

**Judge Idee C. Fox,** Co-Chair

**Judge Marlene F. Lachman**

**Judge Patricia A. McInerney**

**Judge Barbara McDermott**

**Judge Maria McLaughlin**

**Judge Walter Olszewski**

**Judge George Overton**

**Judge Doris A. Pechkurov**

**Judge Lillian Harris Ransom** (through June 2016)

**Judge Rosalyn K. Robinson**

**Judge Lisette Shirdan-Harris,** Co-Chair

**Judge Karen Shreeves-Johns**

**Judge Kai Scott**

**Judge Leon W. Tucker**

**Judge Sheila Woods-Skipper,** President Judge





## PROGRAM SERIES

### Civil Conversations

Civil Conversations meets monthly over lunch to discuss civil litigation issues, new case law, and court administration. Civil Conversations meets on the fourth Thursday of the month. Discussions are led by judges, court administrators and outside guests. The programs are open to all members of the bench. Civil Conversations was co-chaired by Judges George W. Overton and Denis Cohen.

Civil Conversations programs in 2016 included:

| Civil Conversations Program |   |
|-----------------------------|---|
| <b>January 28</b>           | <b>Handling the Complex Pharmaceutical Cases from Beginning to End</b>  |
| Presenters:                 | <i>Judge Victor J. DiNubile, Jr., Judge Ramy I. Djerassi<br/>Judge Shelley Robins-New, Judge George W. Overton</i>  |
| <b>February 25</b>          | <b>Judicial Notice In the Internet Age</b><br>Open Discussion   |
| <b>March 24</b>             | <b>Savvy Settlement Styles</b>  |
| Presenters:                 | <i>Judge Arnold L. New, Judge Lisa M. Rau</i>   |
| <b>April 28</b>             | <b>Civil Court Administrators at The Justice Juanita Kidd Stout Center for Criminal Justice</b>   |
| Presenters:                 | <i>Judge Jacqueline F. Allen, Administrative Judge, Trial Division<br/>Judge Idee Fox, Supervising Judge, Civil Division,<br/>Judge Patricia A. McInerney, Supervising Judge, Commerce Court<br/>Judge Matthew D. Carrafiello, Administrative Judge, Orphans' Court</i> |
| <b>May 26</b>               | <b>The Latest in Jury Instruction Techniques<br/>And a Template for Post-Trial Motion Practice</b>  |
| Presenters:                 | <i>Judge Frederica Massiah-Jackson, Judge Denis Cohen</i>   |
| <b>June 23</b>              | <b>Current Developments in Court Administration</b>   |
| Presenters:                 | <i>Joseph Evers, District Court Administrator<br/>Charles Mapp Sr., Chief Deputy Court Administrator</i>  |
| <b>August 25</b>            | <b>Summer Open Forum</b>  |
| <b>September 25</b>         | <b>Closing Arguments: Final Recommendation to the Civil Bench</b>   |
| Presenters:                 | <i>Judge Mark I. Bernstein</i>  |
| <b>October 27</b>           | <b>Quiet Title/ Ejectment Matters</b>   |
| Presenters:                 | <i>Judge Idee C. Fox, Supervising Judge, Robert Tintner, Esquire,<br/>Fox Rothschild, Roxanne Crawley, Esquire, VIP</i>   |
|                             | The Program provided information on what to expect during a bench trial as well as sample forms to assist in drafting the Orders needed to fully resolve the matter.  |



## All in the Family

The All in the Family committee is co-chaired by Judges Holly J. Ford and Doris A. Pechkurow. Meetings are held on the first Wednesday of each month and are generally held in the Family Court building. The Committee is dedicated to bringing the best and latest family court practices to the Juvenile and Domestic Relations Divisions of the FJD's Family Court.

All in the Family programs for 2016 included:

| <b>All in the Family Program</b> |  |
|----------------------------------|--|
| <b>February 10</b>               | <b>Intersection of Dependency and Domestic Relations</b>   |
| Presenters:                      | <i>Jonathan Houlon</i> , Chief Deputy City Solicitor, Child Welfare Unit   |
|                                  | The program was about the interaction between Dependency and Domestic Relations matters, focusing on issues of concern and how the various entities relate and can be intertwined.   |
| <b>March 8</b>                   | <b>Voluntary School Transfers and Custody Orders Concerning School Selection.</b>  |
| Presenters:                      | <i>Darnell Deans</i> , Manager, Student Records, Philadelphia School District<br><i>Rachael Holtzman</i> , Esquire, Deputy Chief, Office of Counsel for the School District of Philadelphia.   |
|                                  | The program focused on voluntary school transfers and custody orders concerning school selection. Specifically, each year there is a window of opportunity for parents to request a transfer to a neighborhood school other than their assigned neighborhood school. There are deadlines and requirements which were addressed by Mr. Deans. Mr. Deans also provided information about the lotteries for these applications and the high school selection process. |
|                                  | One other issue that arises concerning school selection is whether an order directing that the child remain enrolled in a particular school when custody is transferred to a parent outside of the neighborhood school can be followed.  |
|                                  | Ms. Holtzman was available to respond to other matters about how and when lawyers for the school district can be contacted, involved or helpful  |
| <b>April 5</b>                   | <b>All in the Family Takes it on the Road</b>  |
| Presenters:                      | <i>Family Court judges</i>   |
|                                  | Various judges presented custody and divorce issues; delinquency issues; and the effects on neglected children and the creativity and dedication being utilized to combat them.  |
| <b>May 3</b>                     | <b>Administrative Issues in Family Court</b>   |
| Presenters:                      | Administrative Judge <i>Margaret T. Murphy</i> and<br>Supervising Judge <i>Walter Olszewski</i>  |
|                                  | Judges Murphy and Olszewski, who were requested by the Education Committee to address the miscellaneous administrative issues that are submitted by many of our judges, in addition to the issues we face on a daily basis.  |
| <b>June 8</b>                    | <b>Reunification Therapy – Is It a Real Entity?"</b>   |
| Presenter:                       | <i>Annie Steinberg, M.D.</i> , Clinical Associate Professor of Psychiatry<br>University of Pennsylvania – School of Medicine   |

**All in the Family Program (cont.)****August 2 Alternative Treatment Services**

Presenters: *William Russell, Ph.D., and Erica Williams, Psy. D.,*  
Assessment and Treatment Alternatives

The program explored the services provided to different branches of the First Judicial District, including the fees/payment requirements for services; a description of how the safety evaluation is done for enumerated offenses; a review of the evaluations done for sex offenders and recommendations and suggestions to judges on the best methods for requesting and utilizing their services.

**September 6 Family Court Document Record Keeping**

Presenter: *Ed Lehmann, Director, Family Court, Domestic Relations Administration*

**October 4 Working Together for Women**

Presenters: *Dorothy Johnson-Speight, Mothers in Charge, Inc*  
*Dr. Barbara Schindler, Caring Together Program of Drexel Medicine*

This program was a collaboration of the Caring Together Program of Drexel Medicine, an outpatient treatment programs for women with substance abuse and mental health disorders and their child and Mothers in Charge, Inc., an agency focusing on violence prevention through education, intervention and advocacy and helping women's reentry after incarceration.

The program is designed for women and their children with challenges including:

Physical and sexual abuse

Family and childcare responsibilities

Medical illnesses

Psychiatric Disorders

Homelessness

Incarceration

Limited educational and/or employment opportunities.

**Criminal Conversations**

The Criminal Conversations Committee is chaired by Judges Gwendolyn Bright and Charles Erlich. The committee presents programs on criminal law and procedures. It is open to all members of the bench and takes place on the third Wednesday of the month during the lunch hour. It is generally held in the Justice Juanita Kidd Stout Center for Criminal Justice.

Criminal Conversation programs for 2016 included:

**Criminal Conversations Program****January 20 Recent Developments in Search and Seizure,  
Seizure Law and Criminal Law Update.**

Presenters: *Aaron Marcus, Esq., Assistant Defender*  
*Michael Erlich, Esq., Assistant District Attorney*



**Criminal Conversations Program (cont.)**

- February 17** **New Leadership in the Defender Association and the District Attorney's Office**  
 Presenters: *Keir Bradford-Grey, Esq., Chief Defender*  
*James McHugh, Jr., Esq., First Assistant Defender*  
*George Mosee, Esq., First Assistant District Attorney and Kathleen E. Martin, Esq., Chief of Staff, District Attorney's Office*
- March 16** **Criminal Trial Division Future Plans**  
 Presenters: *Judge Leon Tucker, Supervising Judge, Criminal Trial Division*
- April 20** **Criminal Trial Division Overview**  
 Presenters: *Judge Leon Tucker, Supervising Judge, Criminal Trial Division*  
*Judges Charles Ehrlich, Lillian Harris Ransom and Susan Schulman, Team Leaders*
- May 18** **Working Together For Women**  
 Presenters: *Dorothy Johnson-Speight, Mothers in Charge, Inc.*  
*Dr. Barbara Schindler, Caring Together Program of Drexel Medicine*  
 Presented to address ways in which judges in the Criminal Division could take advantage of their services, Dorothy Johnson-Speith of Mothers-in-Charge discussed their new program, Working Together For Women, which is designed to help formerly incarcerated women deal with mental health, substance abuse and medicine issues. The program starts while the defendants are incarcerated in the Philadelphia County Prison and continues after their release on parole and probation. The program is a joint effort of the Drexel University College of Medicine and Mothers-in-Charge.
- June 15** **Child Sexual Abuse**  
 Presenters: *Chris Kirchner, Executive Director Philadelphia Children's Alliance*  
 Philadelphia Children's Alliance now co-located with the Special Victims Unit and the DHS Sexual Abuse Investigations Unit. The co-located facility is designed to provide highly trained interviews of children alleging sexual abuse along with team investigations by the Police Department and DHS. Mr. Kirchner discussed the investigation and follow-up process in cases where child sexual abuse is reported in Philadelphia as well as their interaction with the courts and other agencies
- July 20** **Philadelphia Police Department**  
 Presenter: *Commissioner Richard Ross, Philadelphia Police Department*
- September 21** **Update on Expungements and Sealing of Criminal Records:**  
 Presenters: *Greg Rowe, Director of Legislation, District Attorney's Office*  
*Sharon Dietrich, Esq., Director of Litigation, Community Legal Services*  
*Greg Rowe, Director of Legislation, District Attorney's Office*  
*Sharon Dietrich, Esq., Director of Litigation, Community Legal Services*  
 Program addressed the new law taking effect November, 2016 that provides for the expungement of certain summary and misdemeanor convictions on a defendant's record as well as proposed legislation in the PA Legislature providing for the sealing of all criminal arrests and certain criminal convictions of defendants to prevent access by the public.



**Criminal Conversations Program (cont.)****October 19 Philadelphia Prison Systems Updates**

Presenter: *Blanche Carney, Philadelphia Prisons Commissioner*

**November 16 The Child Witness: Effective Interviewing with Children and Adolescents**

Presenters: *Chris Kirchner, Executive Director, Philadelphia Children's Alliance*  
*Denise Wilson, Manager of Forensic Services/Child Forensic Interview Specialist, Philadelphia Children's Alliance*

**December 21 MacArthur DAP Program (Detainer Alternative Program)**

Presenters: *Byron Cotter, Esq., Defender Office*  
*Derek Riker, Esq., District Attorney's Office*  
*Charles Hoyt, Chief Probation and Parole Officer*

**Law Clerk Committee**

The Law Clerk Committee is chaired by Judge Diana Anhalt. The committee organized a two-part CLE series for the First Judicial District's Judicial Law Clerks and Judicial Fellows on handling Post-Conviction Relief Act matters. The CLE classes were open to the public, as required by PACLE. The sessions were conducted from 3:30 p.m. to 5:00 p.m. The cost of each credit was de minimis. Six CLE credits were provided at a reduced rate to all attendees.

**FYI Committee**

The FYI ("For Your Information") committee is chaired by Judges Lori A. Dumas and Maria McLaughlin. This committee is composed of a group of judges who annually arrange and discuss topics that affect all judges, regardless of division. These discussions are meant to inform and/or broaden the horizons of the judges. Chosen topics have included dealing with stress, human resources, cultural diversity, IT, etc. The FYI Judges get together every year during the Annual Meeting of the Pennsylvania Conference of State Trial Judges to decide on the topics for the next year.

Programs presented in 2016:

*Sub-committee Members:*

**Judge Diana Anhalt**

**Judge Ramy I. Djerassi**

**Judge Lori A. Dumas**

**Judge Angelo Foglietta**

**Judge Barbara McDermott**

**Judge Patricia A. McInerney**

**Judge Maria McLaughlin**

**Judge Lillian Harris Ransom**

**Judge Lisette Shirdan-Harris**

**Judge. Karen Shreeves-Johns**

**Judge Sheila Woods-Skipper, President Judge**

**FYI Committee Program****February 5 Employee Benefits**

Presenters *Amy Mader, Executive Director of Human Resources*  
*Martha Fisher, Esq.*



**FYI Committee Program (cont.)**

|                   |   |
|-------------------|---|
| <b>March 4</b>    | <b>Judicial Ethics</b>  |
| Presenters:       | <i>Judge Patricia McInerney, State Ethics Committee<br/>Judge Leon Tucker, State Ethics Committee<br/>Judge Teresa M. Sarmina, State Ethics Committee</i>                         |
| <b>April 1</b>    | <b>Re-Designing Justice: A Look at Diversion, ReEntry and Specialty Court Programs in the First Judicial District</b>   |
| Presenters:       | <i>Derek Riker, Chief, Diversion Court Unit, Philadelphia District Attorney's Office<br/>Byron Cotter, Director, Alternative Sentencing Unit, Defender Assoc. of Philadelphia</i> |
| <b>May 13</b>     | <b>Introducing New Pennsylvania Supreme Court Justices</b>  |
| Presenter:        | <i>Justice Kevin Dougherty</i>  |
| <b>October 7</b>  | <b>What Benefits? What Do We Need to Know?</b>  |
| Presenters:       | <i>Amy Mader, Executive Director, Human Resources<br/>Martha Fisher, Esquire</i>  |
| <b>November 4</b> | <b>Judicial Security</b>  |
| Presenters:       | <i>Judge Mike Erdos<br/>Philadelphia Sheriff's Department Representatives</i>   |
| <b>December 2</b> | <b>Sharing Holiday Traditions</b>   |
| Presenters:       | <i>Judges from different divisions.</i>   |

## Brown Bag Luncheon

The Brown Bag Committee Chair is Judge Linda Carpenter. Founded by Judge Flora Wolf (ret.), this committee meets the second Wednesday of each month. Judges break bread together and discuss issues they face on the bench in a relaxed setting among colleagues. The conversations have no set format or topic, although on occasion a colleague may suggest a topic. Additionally, the monthly meeting is occasionally used to invite a speaker to present on a particular topic of interest to members of the bench. An ethics topic is included annually. Generally, twelve to fifteen judges attend each session bringing experiences from the various divisions of our Court.

## Conversations on Ethics

The Ethics Committee chaired by Judge Patricia A. McInerney. The committee is responsible for providing sessions each year devoted to ethical issues involving judicial conduct. In addition to annual presentation at an FYI program, the committee offers an annual presentation to all newly elected and appointed judges.

Programs presented in 2016:

**Conversations on Ethics Program**

|                |  |
|----------------|--|
| <b>June 13</b> | <b>Dealing with the Self Represented Litigant</b>  |
| Presenters:    | <i>Judge Denis Cohen, Judge Michael Fanning, and Judge Ann Butchart</i>  |
|                | <i>The program was held at the Training Room in the Family Court Building and focused mainly on the intersection of issues family court judges encounter with litigants in their courtrooms and the Code of Judicial Conduct</i> |



**Conversations on Ethics Program (cont.)**

**September 12 Ex Parte – A Continuing One-Sided Conversation**

A continuation of the very well received June program and a further discussion on issues presented in Criminal Court

**September Running For Judge**

This program was held from 3:30 to 5:00 and judges from the neighboring counties were invited. The program was targeted at sitting judges running for retention and/or election, but only judges were invited.

*Presenters for all three programs were members of the First Judicial District Ethics committee and the three representatives to the PCSTJ Ethics Committee.*

**New Judges' Training**

The New Judges' Training Committee is chaired by Judge Marlene Lachman who organizes the general orientation for all new Common Pleas Court judges. Judge Charles Ehrlich provided additional training to the judges newly assigned to the Criminal Division.

Six Judges were recently appointed to our court. Two had previously served and four were new to the court. A training program for the four new judges took place on August 22 and 23, 2016.

Eighteen sitting judges participated in orienting our new colleagues to their new role as judges. The program was an informal discussion of various topics, with one sitting judge serving as discussion leader for each subject. The topics included are listed to the right.

| Leader  | Topic  |
|---|--|
| Judge Patricia McInerney                              | Judicial Ethics  |
| Judge Susan Schulman.                                 | Courtroom& Time Management                                       |
| Judge Arnold New                                      | Court Reporters  |
| Judge Ann Butchart                                    | Keeping Your Name Out of the Press and Bloopers you will Survive |
| Judge Matthew Carrafiello, Admin Judge, Orphans Court | How Orphans' Court Relates to You                                |
| Judge Holly Ford                                      | Pro se Litigants   |
| Judge Mark Bernstein                                  | Decision Making  |
| Judge Mark Bernstein                                  | External Resources   |
| Judge Marlene Lachman                                 | Setting up Chambers  |
| Judge Marlene Lachman                                 | Mandatory Reports  |
| Judge Marlene Lachman                                 | Judge's Relationship with AOPC                                   |

Programs training for New Judges in the Criminal Division included:

**New Judges' Training Program**

**January 5 Courtroom Operations**

Presenters: Judge Jeffrey Minehart

Richard McSorley, Deputy Court Administrator Criminal Program

Keith Smith, Chief, CP Criminal Listings

Elaine Ratliffe, Clerk's Office

Captain Tony LaForet, Sheriff's Office

Janet Fasy, Deputy Court Administrator, Court Reporters and Interpreter Services



**New Judges' Training Program (cont.)**

**January 6** Motions To Suppress - 3:30 p.m.

Presenter: *Jim Lloyd, former Law Clerk to Judge Lori Dumas and Judge Adam Beloff*

**January 7** Rule 600 Speedy Trial Motions - 3:30 p.m.

**January 19** DA, Defender Association & Private Bar Perspectives - 3:30pm

Presenters: *John Delaney, Deputy District Attorney, Trial Division*

*James McHugh, First Assistant Defender*

*Ron Greenblatt*

*Fred Perri*

*David Walker*

*Qawi Adbul-Rahman*

*Alex Turner*

**January 20** Adult Probation & Parole Department – 3:30 p.m.

Presenter: *Charles Hoyt, Chief, Probation Department.*

**January 21** Sentencing and Treatment Programs – 3:30 p.m.

Presenters: *Byron Cotter*

*Tom Innes*

*Marilyn Stewart, Defender Association*

*Laurie Malone*

*Derek Riker, District Attorney's Office*

**February 2** Ethical Issues for Judges

Presenters: *Judge Patricia McInerney*

*Judge Leon Tucker, Supervising Judge, Criminal, Trial Division*

*Judge Teresa Sarmina*

**February 9** Philadelphia County Prison Operations and Programs

Presenter: *Nancy Giannetta, Deputy Warden, Philadelphia County*

**February 16** Witness Intimidation in Criminal Cases

Presenter: *Judge Glenn Bronson*

**February 23** Legal Issues Update & CP Opinion Writing

Presenter: *James Lloyd, Esq.*

**March 1** Tour Philadelphia County Prison – CFCF

Presenter: *Michael Resnick, Esq., Acting Prison Commissioner*

**March 8** Sentencing – Criminal Cases

Presenters: *Judge Shelia Woods-Skipper, President Judge*

*Judge Glenn Bronson*

**March 15** Issues in Domestic Violence Cases

Presenter: *Azucena Ugarte, Director of Education and Training, Women Against Abuse*





**New Judges' Training Program (cont.)**

|                 |   |
|-----------------|---|
| <b>March 17</b> | <b>Appellate Practice For Judges</b>  |
| Presenters:     | <i>Judge Anne Lazarus, Superior Court</i><br><i>Judge Marlene Lachman</i><br><i>Alicia Hickok, Esq., Deputy Counsel, Appellate Rules Committee</i>                    |
| <b>March 22</b> | <b>Forensic Sciences – Guns, Drugs and DNA</b>  |
| Presenter:      | <i>Mike Garvey, Director, Police Department Forensic Science Lab</i>  |
| <b>March 29</b> | <b>Treatment Courts</b>   |
| Presenters:     | <i>Judge Sheila Woods-Skipper, President Judge, Philadelphia Court of Common Pleas</i><br><i>Judge Marsha Neifield, President Judge, Philadelphia Municipal Court</i> |
| <b>April 5</b>  | <b>Self Defense Trial Issues</b>  |
| Presenters:     | <i>Judge Jeffrey Minehart</i><br><i>Ron Greenblatt Esq.</i><br><i>Jim Lloyd Esq.</i>  |
| <b>April 12</b> | <b>PA Department of Corrections – Operations and Programs</b>   |
| Presenter:      | <i>John Wetzel Department of Corrections Secretary</i><br><i>All judges were invited.</i>   |
| <b>April 19</b> | <b>State Parole Board Operations</b>  |
| Presenter:      | <i>Tom Costa, Director, Eastern Region, State Parole Board</i>  |
| <b>May 3</b>    | <b>Trauma in Victims, Witnesses and Defendants</b>  |
| Presenter:      | <i>Dr. Sandra Bloom</i>   |
| <b>May 10</b>   | <b>Tour Police Forensics Lab</b>  |
| Host:           | <i>Mike Garvey, Director of Lab</i>   |
| <b>May 17</b>   | <b>Medical Evidence and Assault Cases</b>   |
| Presenter:      | <i>Dr. Sam Gulino, Philadelphia Medical Examiner</i>  |
| <b>May 24</b>   | <b>Community College of Philadelphia Reentry Programs</b>   |
| Presenter:      | <i>Tara Timberman, CCP</i>  |
| <b>May 31</b>   | <b>Legal Update on Cases from Supreme and Superior Courts</b>   |
| Presenter:      | <i>Jim Lloyd, Esq.</i>  |
| <b>June 7</b>   | <b>Conducting Trials in Absentia; Dealing with ProSe Defendants</b>   |
| Presenter:      | <i>Judge Jeffrey Minehart</i>   |
| <b>June 14</b>  | <b>Mental Health Evaluations and Diagnosis in Criminal Cases</b>  |
| Presenters:     | <i>Dr. Robert Stanton</i><br><i>Dr. John O'Brien, Court Mental Health Unit</i>  |



## Conversations @ Sidebar

Judge Rosalyn K. Robinson is the outgoing chair of this committee and is also the founder of this special initiative launched in 2008. Her idea was to provide a relaxed setting for comradery among judges after the Quarterly Board of Judges Meetings. Judge Kai Scott was appointed Chair in October of 2016 and is continuing the tradition.

## Perspectives Committee

The Perspectives Committee, chaired by Judge Lillian Harris Ransom until her appointment to the Superior Court, presented:

**June 1, 2016 Prisons Today: Questions in the Age of Mass Incarceration, Eastern State Penitentiary**

Eastern State Penitentiary will open a groundbreaking new exhibit. It is an interactive exhibit which sheds light on the fact that the United States has the highest rate of incarceration in the world with 2.2 million citizens in jail or in prison. The imprisonment has had a disproportionate impact on poor and disenfranchised communities but remain largely invisible to many Americans.

5:30 PM Informative guided tour - tour should take about 30-45 minutes. After the tour we will share informal discussion over refreshments. Cash Bar.

## Special Programs

In addition to our regularly scheduled programs, the Education Committee sponsored two special programs in 2016 related to the FJD's commitment to equal justice and opportunity under the law.

Also, the FJD Tech committee, created by President Judge Woods-Skipper, and chaired by Judge Denis Cohen presented a one-hour technology program from 4:30- 5:30 which featured Ely Lieberman, from our IT department who provided information on the latest technology to assist us both in the courtroom and in our personal lives.

## Judicial Education Library

The Judicial Education Committee maintains a dedicated space in the Alex Bonavitacola Library, located at Room 600 City Hall. In addition to hard copy materials, the Judicial Education Committee saves selected CDs and DVDs from various sources, including programs conducted by the Pennsylvania Conference of State Trial Judges.

## Judicial Education Website

The First Judicial District's website includes a link to the Judicial Education Committee site. The site offers a links to the most

current Code of Judicial Conduct, calendar of upcoming education programs, practice manuals and standard suggested Civil and Criminal jury instructions. A link to the Prisoner Resource Network is also available along with documents and interactive testing used by Professor Rachel Godsil during her Implicit Bias presentations sponsored by the National Center for State Courts. The website is updated with new material as programs are presented

## Fjd Summer Intern Program

Judge Lillian Harris Ransom coordinated the FJD Summer Internship Program which organized educational programming over a six week period. The program continues to receive positive feedback from both students and judges.

Led by the Honorable Lillian Harris Ransom and her dedicated staff, the annual program has grown steadily since its origin in 2001. During that time, more than 1,000 law school students, undergraduates, and a few high school students have participated in SIP; a program that blends a transparent view of our local courts with practical tools that serve to edify and build familiarity with the nuances of the state and federal justice systems as well.

During the summer, FJD Judges are invited to select students



to work, observe, and assist the judiciary with the day-to-day activities that enable our courts to function under the stress of a high-volume caseload. Often accompanying their respective judges to court, interns are also tasked with contributing legal research and writing assignments, all while acclimating themselves to an environment in which many hope to eventually ply their trade.

Spanning the months of June and July, SIP is designed to enhance the typical intern experience by offering an ever-expanding slate of enrichment activities. Interns are encouraged to explore and develop their various legal interests via numerous law-based scholastic programs and events. For many, the opportunity to delve deeper into a medley of specialized fields enables them to find their professional niche. Additionally, as an approved work study site, eligible students can use their summer placement at the First Judicial District (FJD) as part of their financial aid package, pending their school's approval.

The program also provides insight into non-profit legal work and indigent representation for students who are drawn to the legal field by a desire to help those who, perhaps need it the most. Interns were invited to see up close the positive effects of reentry programs like the Mental Health and Veterans Courts and hear stories, both harrowing and uplifting, told by speakers from Community Legal Services and Women Against Abuse that highlight the services of caring, passionate people.

SIP, for both the students and the courts, is extremely beneficial. For the judiciary, and various other program partners, the experience provides an opportunity to influence and educate young minds. Meanwhile, interns are offered an individualized, practical education under the tutelage of seasoned judges and aided by the tools provided by SIP.

"By all reports, from interns and from their supervising judges, the program has been a tremendous success," said Judge Ransom. "It exposed the students to experiences which will help them make informed decisions concerning their legal careers."

## Other Contributions To Legal Education

The FJD Education Committee strongly supports the educational programming of the Pennsylvania Conference of State Trial Judges. For 2016, Judges Jacqueline F. Allen, Ida K. Chen, Rosalyn K. Robinson, Shelley Robins New and Lisette Shirdan-Harris served as members on the Conference Educational Committee. Additionally, many members of the FJD bench take advantage of the multiple educational lectures and

seminars offered at the Annual and Mid-year Pennsylvania State Trial Judges conferences. Philadelphia Court of Common Pleas judges are also active attendees and presenters at the Annual Bench-Bar Conference of the Philadelphia Bar Association held in October at Atlantic City.

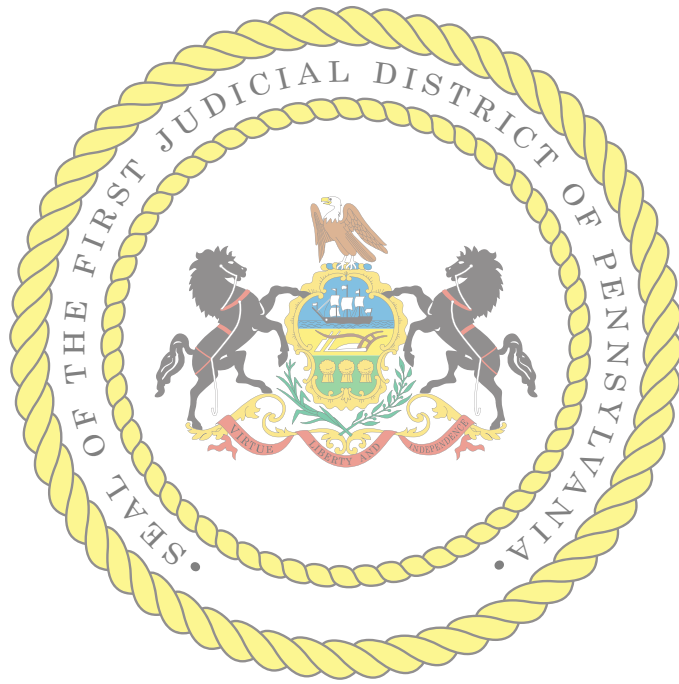
Judges also participate in many other

educational programs at law schools, bar associations and other venues. Many judges also earn certificates each year from the National Judicial College, taking courses with other judges from around the country. Courses include advanced evidence, capital litigation, general jurisdiction, mediation and logic, and opinion writing.

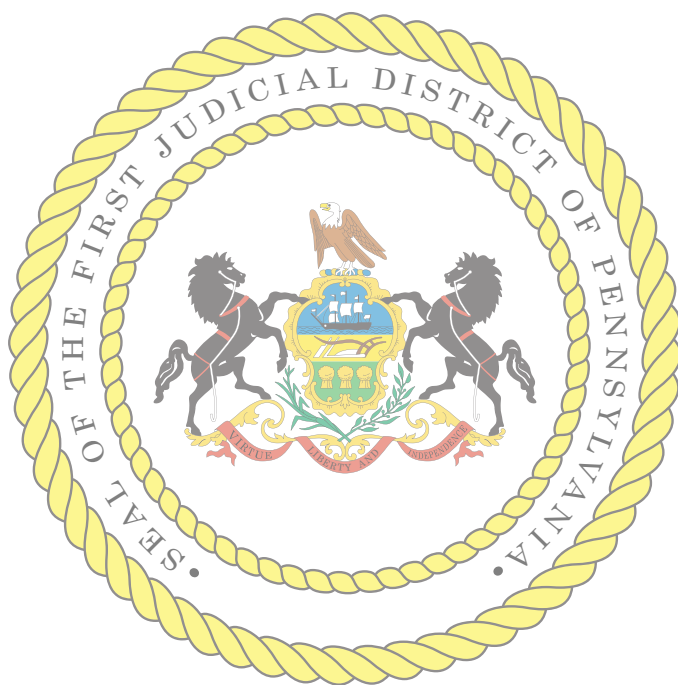
The FJD Judicial Education Committee also acknowledges members of our Bench who presented and/or attended classes, taught as adjunct faculty at community colleges, universities, and law schools throughout the country, and generously gave of their time in other ways to advance legal education.

In sum, the FJD Judicial Education Committee carries out a noble mission and enjoys the commitment of dozens of volunteers. The Committee thanks President Judge Sheila Woods-Skipper for her continued support in the tradition of former President Judges Frederica Massiah- Jackson, C. Darnell Jones, II, and Pamela Pryor Dembe, as well as that of our Administrative and Supervising Judges, in encouraging ongoing judicial education.

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*2016 Annual Report*

**The First Judicial District of Pennsylvania**

The Philadelphia Courts

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