



THE FIRST JUDICIAL DISTRICT

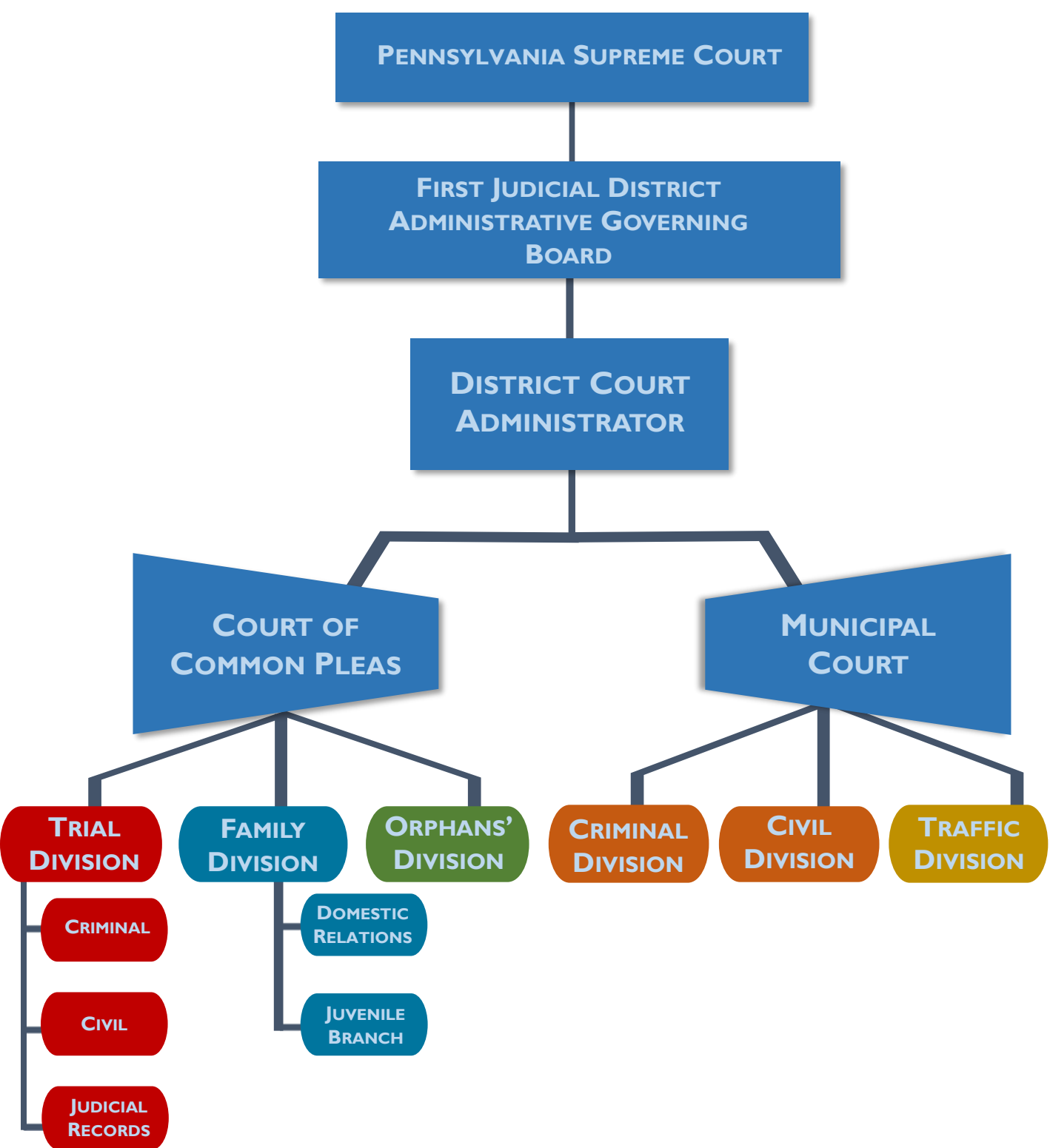
ANNUAL REPORT

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THE FIRST JUDICIAL DISTRICT





MESSAGE

FROM IDEE C. FOX (PRESIDENT JUDGE – COURT OF COMMON PLEAS)



The First Judicial District began 2022 with hope and anticipation of the new year. Common Pleas Court and its three Divisions, Family, Orphans', and Trial, and Municipal Court continued to make huge strides to reduce the Pandemic-caused backlog. We had a new class of judges and for a brief period of time, we were at full complement. We used lessons learned during the pandemic to adapt our practices and procedures to be more efficient and effective.

To our judicial leadership and judges, thank you again for the hard work and commitment to provide the public with access to justice by your patience and innovation. We saw the light at the end of the tunnel and used the darkness of the pandemic to grow and improve.

Special thanks and acknowledgement to each employee of the First Judicial District for your service and commitment. Without you we would not have been able to accomplish our duty to serve the public. I commend each court staff, judge, and administrator. Your commitment to the FJD was demonstrated by your hard work and numerous proposals and suggestions as to how we could make things better. We listened and we are better for it. Your dedication and commitment allowed us to move forward and improve. We will continue this journey together!





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TRIAL DIVISION





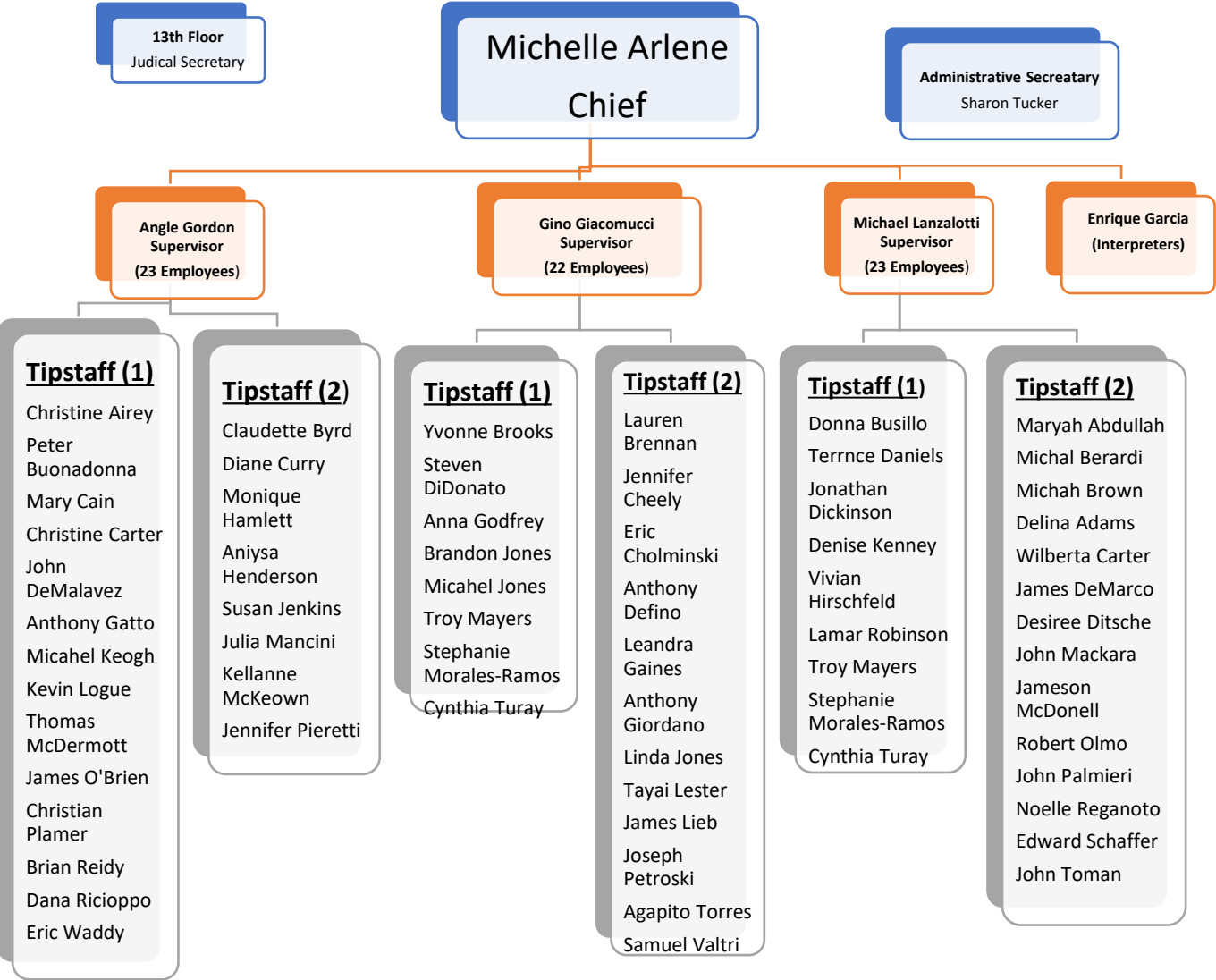
DEPARTMENTAL OVERVIEW

TRIAL DIVISION

COURTROOM OPERATIONS

The essence of this Department resides in the effort to assist the judiciary of this District in the performance of their very demanding duties daily.

In the calendar year 2022, members of this office were engaged in assisting in the disposition of over 12,200 Common Pleas Court matters and an additional 1,088 Municipal Court matters amid the ongoing COVID-19 pandemic. Also, innumerable motions, sentencing hearings, probation violation hearings and every other possible activity associated with a Common Pleas Court calendar in a major metropolitan jurisdiction were scheduled and disposed of with the assistance of members of Courtroom Operations.



➤ SUPERVISORS

The employees in this classification directly supervise line personnel according to all FJD policies and regulations and are responsible for the performance, training and evaluation of the employees as well as staffing of courtrooms when necessary. Many documents and records are prepared and maintained in the normal business flow of the District and are shared with other justice partners in order to ensure adequate staffing resources. In addition to these duties, supervisors are solely responsible for facilitating the attorney/client video interview program. They are also responsible for scheduling and conducting State and County Video and ZOOM Hearings for all types of Criminal matters for the Court of Common Pleas. Each of these vastly experienced supervisors is well versed in each and every aspect of Courtroom Operations and is fungible in their duties and responsibilities.



DEPARTMENTAL OVERVIEW

TRIAL DIVISION

➤ **SECRETARIAL**

As administrative secretary is assigned to Room 401 of the Stout Center for Criminal Justice and a Tipstaff, when available, is assigned to the Receptionist Desk serving the SCCJ judiciary on the 13th floor at the Judicial Reception Desk. These employees are responsible for the various functions involved with the management of a professional office environment.

➤ **COURT INTERPRETER**

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

➤ **TIPSTAFF II**

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

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

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

Facilitating the overall functioning of the courtroom during legal activities, the Tipstaff II is also charged with adhering to the many regulations, policies, rules and business practices that have been enacted by the leadership of the District in order to ensure the fair, equitable and timely disposition of criminal charges.





DEPARTMENTAL OVERVIEW

TRIAL DIVISION

ACCOMPLISHMENTS & IMPROVEMENTS

COURT OF COMMON PLEAS VIDEO/ZOOM PROGRAM

The connectivity for the FJD and all other Philadelphia Prison System institutions, State Correctional Institutions and other Out of County Prison Systems is available in ten Court of Common Pleas Courtrooms as well as a separate unit in the office of Courtroom Operations (401 SCCJ). Each year, this program continues to expand the number of often problematic cases that are disposed via videoconferencing. In 2022, nearly 1,000 county and an additional 426 state matters were resolved via video conferencing producing significant savings for the Sheriff 's Department as well as the Pennsylvania Department of Corrections who did not have to transport the inmates from their home institutions to the Stout Center for Criminal Justice as well as SCI Phoenix, SCI Chester or SCI Muncy.

ATTORNEY VIDEO INTERVIEW PROGRAM

In 2022, 212 County inmates were scheduled for interviews with their counsel resulting in the early disposition of a significant number of matters.

Expedited Judge Only Bench Warrant Hearings

In 2022, 384 Judge Only Bench Warrant Hearings were scheduled by Courtroom Operations Supervisory Staff via ZOOM and conducted by Judges within 24 hours of incarceration.

ELECTION COURT

Due to changing voting laws and legislation, the District was required to design and institute a Court process regarding "emergency petitions" commencing at the November 2019 election cycle. On Election Day 2022 this session was staffed by Courtroom Operations from 6:00 am until 10:00 pm. in the assigned courtrooms, without incident or delay and in most cases, virtually. In addition, Courtroom Operations also assists the Judiciary and the City Commissioner's Office by staffing hearings regarding challenges to candidates nominating petitions at Delaware and Spring Garden Avenues. The courtrooms are staffed from 8:00am until the close of court business.

CASE CONSOLIDATION

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

TRANSPORTATION LIST AND INTERPRETER LIST

Prior to the scheduled event, the Tipstaff II is required to review the docket to ascertain the necessity of a custody defendant's presence as well as the need for the services of a Court Interpreter. Working closely with the assigned ADA and Defense Counsel, the Tipstaff presents relevant information to the Presiding Judge. A pre-determination is made based on certain realities and the needs of the Court. A final bringdown list is prepared each day by Courtroom Operations Supervisory staff and forwarded to the Sheriff's Department along with the Philadelphia Prisons. Cancellations are entered or forwarded to the appropriate Department so that effort, time and money are saved by the District and/or appurtenant agencies.

PROBATION REVIEW

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

GRAND JURY SELECTION

In 2022, Courtroom Operations Supervisors participated in the selection of a Statewide Investigating Grand Jury, County Investigating Grand Jury and two County Indicting Grand Juries while adhering to all COVID-19 guidelines and restrictions.

MUNICIPAL COURT CASE CONSOLIDATION

The Tipstaff proactively seeks matters active in the Municipal Court docket, and upon agreement of Counsel and the defendant, adds these matters onto the calendar of the day, for disposition. In 2022 this Program resulted in nearly 1,100 Municipal Court cases being resolved in the Court of Common Pleas.

HOMICIDE CALENDAR ROOM

Courtroom Operations Supervisory staff has also worked in conjunction with Criminal Listings in assisting with the scheduling of Homicide Trial matters. CROP supervisors work weekly with Homicide Tipstaff as well as Homicide Judges scheduling the earliest available trial dates for their assigned courtrooms.



DEPARTMENTAL OVERVIEW

TRIAL DIVISION

MISCELLANEOUS DEPARTMENTAL INFORMATION

- Zero overtime expenditure for 20 years in a row.
- Reduced usage of "Sick Time".
- Coordinate and host Studies Program participants from Grade School through Graduate School. This was done both virtually and in-person during 2022.
- Participates in the Management/Professional Development Programs
- Assisted in the planning and carrying out of numerous special ceremonial sessions including judicial robing ceremonies, portrait unveilings, memorial services and various other events.
- Interpreter Shadowing Program

JURY FLOW

Jurors are provided with escorted transportation in secure elevators to assigned Courtrooms in the SCCJ. This labor-intensive service warrants against jury tampering and intimidation in any unguarded moment of jury service.

TIPSTAFF TRAINING

In 2022, several training sessions were held by the supervisory staff of Courtroom Operations. Some of the most fruitful sessions were training in the Court Document Management System (CDMS), Courthouse Security, FJD Policies and Procedures, as well as an extensive training on Courtroom duties for all employees. During the COVID-19 pandemic, several training sessions for the use of ZOOM were conducted with Courtroom Operations staff.

PPE AND SAFETY MEASURES DURING COVID-19 PANDEMIC

Policies consistent with CDC guidelines were instituted in all courtrooms and offices staffed by Courtroom Operations. Socially distanced markers were placed in appropriate locations throughout the courtrooms and a separate area for staff to sign-in and out was established.

Plexiglass barriers were installed in all courtrooms and face masks and face shields were provided to all staff and approved members of the public, as needed. Also distributed to all courtrooms were disinfectant spray, disinfectant wipes and hand sanitizer.

CHANGES TO PROCEDURES DURING COVID-19 PANDEMIC

JURY SELECTION

Jury Selection resumed in September 2020 after a lengthy pause due to the COVID-19 pandemic and a new virtual protocol was developed which utilized separate courtrooms for jury selection, trial and public viewing. In 2022 with the easing of COVID-19 restrictions, a highly successful move toward a return to conventional Jury Selection and Trial took place. An astounding 204 Jury Trials were conducted in 2022 with many other matters being resolved prior to jury deliberations.

TRANSPORTATION LIST

A County Custody Bringdown Calendar was created and is controlled by Courtroom Operations, to ensure that the designated number of ready custody inmates are transported to the Stout Center for Criminal Justice daily for their respective matters.

LOOKING FORWARD

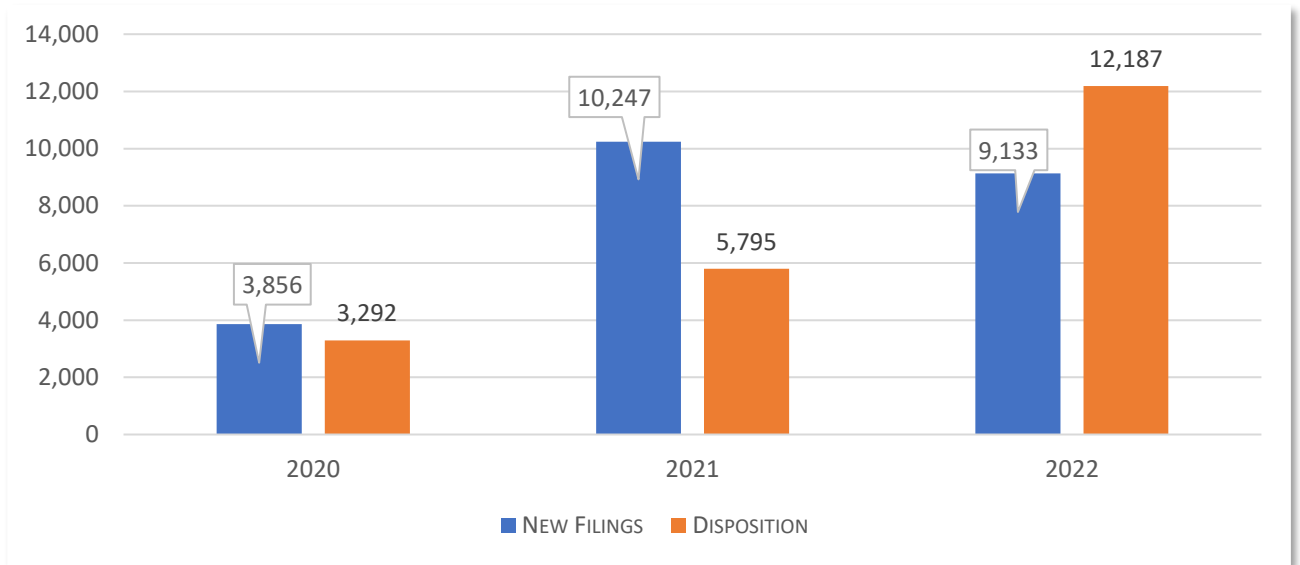
Courtroom Operations is prepared to merge the use of technology and new protocols that have been implemented during the past few years with protocols and procedures of the past that were effective in the great success of the Criminal Trial Division. Already established programs, along with new initiatives will help lead the courts back to a fruitful and improved system which is fair and productive for all. Although the times ahead remain uncertain, Courtroom Operations is excited to carry on with a commitment to diversity, service to the judiciary and a spirit of positivity and hard work to help make the First Judicial District the best it can possibly be.



CRIMINAL LISTINGS

TRIAL DIVISION

The Criminal Listings Department is responsible for overseeing all case inventory management for the Criminal Trial Division. In addition, it is also responsible for providing support and assistance to the judiciary and their staff, attorneys, defendants, court employees, criminal justice partners, and the general public. This department is comprised of several units, including: Trial Commissioners, Post-Conviction Relief Act, Post Trial, Data Integrity, Court Appointments/Quality Assurance and the Common Pleas Mental Health Court. In 2022, Criminal Listings recorded 9,133 new filings, 12,187 dispositions, and a clearance rate of 133.44%.



TRIAL COMMISSIONER UNIT

The CP Trial Commissioner Unit has a variety of administrative and quasi-judicial duties within the Court of Common Pleas. Primary functions include conducting Formal Arraignments, presiding over Gagnon I detainer hearings, Judicial calendaring, and various other case flow management-related duties. 2022 Highlights:

- Formal Arraignments - 8,927 cases formally arraigned into the Court of Common Pleas in 2022;
- Gagnon I Hearings - 4,465 cases held for Gagnon I hearings in 2022 with 510 detainees lifted;
- Case Accelerated Resolution Program - “CARP” was designed to accelerate the resolution of cases in the Major Felony Program (“Major Program”) by listing all open cases within the program before designated program judges to determine whether the matter is a jury or non-jury trial
- Homicide Trial Calendaring - A trial commissioner assists the homicide calendar judge in courtroom 504 by providing weekly calendar updates for the Homicide Judicial Section so that effective trial spinouts are completed;
- Indicting Grand Jury (IGJ) Arraignments - Trial Commissioners conduct video arraignments for defendants with Indicting Grand Jury cases;
- Non-Fatal Shooting (NFS) Program - Trial commissioners identify, and list cases designated for the newly implemented Non-Fatal Shooting Program.

POST-CONVICTION RELIEF ACT UNIT

The PCRA Unit processes all PCRA filings and orders that are issued in the Philadelphia Court of Common Pleas. Filings consist of judicial orders delivered to the unit, pleadings submitted through electronic filing, and pro se correspondence by mail. After an initial petition is processed, the unit schedules the initial PCRA status hearing and notifies the Court Appointment/Quality Assurance Unit whenever the petitioner may be entitled to the appointment of counsel. 2022 Highlights:

- The PCRA Non-Sitting-Judge Program - The PCRA staff attorneys review all the PCRA Non-Sitting-Judge Program cases where the petitioner has filed a second or subsequent PCRA petition and is not represented by counsel; PCRA Unit staff attorneys submitted 248 drafts to the PCRA Judge
- 4,482 filings were accepted by mail, in person, or through electronic filing;
- 1,815 orders and 907 notices were processed;
- 1,744 pieces of mail were received and reviewed;
- The Juvenile Life Sentence Without the Possibility of Parole (JLSWOP) Program - the PCRA Unit staff assisted in managing the resentencing of approximately 320 JLSWOP petitioners; 97% of JLSWOP cases were heard and decided by a specifically tasked judicial panel.



CRIMINAL LISTINGS

TRIAL DIVISION

POST-TRIAL UNIT

The Post Trial Unit is responsible for scheduling Gagnon II hearings, violation of probation hearings, and status hearings for post-trial matters in both Common Pleas and Municipal Courts. 2022 Highlights:

- 9,298 dockets for 5,296 defendants were scheduled for violation of probation hearings by the Post Trial Unit.

DATA INTEGRITY UNIT

The Data Management Integrity Unit has many daily responsibilities; one of the main duties of the Data Integrity Unit is managing the caseload of the SMART Rooms to keep cases flowing through their proper progression. In addition to the SMART Rooms, the Data Integrity Unit is also responsible for court calendar entries for the Homicide Pre-Trial room and Motions Court. The Data Integrity Unit is also responsible for generating CP dockets for MC cases with a held for court disposition and certified juveniles on misdemeanor appeals as well as accepting and printing the bills of information submitted by the Philadelphia District Attorney's Office

2022 Highlights:

- 11,414 active case listings were held in SMART Rooms where cases either reached resolution or were transferred to other courtrooms for trial or case consolidation;
- 8,543 motion filings were addressed in Motion Court.

COURT APPOINTMENTS/QUALITY ASSURANCE UNIT

The Court Appointment Team is responsible for processing counsel appointments to assure indigent defendants are represented at scheduled court events. Appointments for homicide and non-homicide criminal cases, and appeals are processed in accordance with Local Rule 406. This unit also maintains each Municipal and Common Pleas Court judges' list of certified court appointed attorneys for misdemeanors, felonies, homicides, non-homicide PCRA, and appeals. The unit processes appointments for cases heard in Common Pleas, Municipal and Family Courts (Domestic Relations and Adult Preliminary Hearings in Juvenile Court). The Court Appointment Unit expanded to include additional responsibilities of the Quality Assurance Unit in February 2021. The Quality Assurance Unit is responsible for processing all payment vouchers submitted by court appointed counsel and reviewing the vouchers, related dockets, and payment invoice screen for accuracy as well as all supporting documents. 2022 Highlights:

- Counsel was appointed on 6,213 criminal cases;
- 6,008 payment vouchers were reviewed by the unit and subsequently submitted to the City of Philadelphia finance department for payment processing.

COURT OF COMMON PLEAS-MENTAL HEALTH COURT UNIT

The First Judicial District Mental Health Court (FJDMHC) provides an alternative to incarceration for carefully screened defendants with mental illness and co-occurring disorders, by preparing defendants for re-entry into more effective treatment modalities in supervised community settings. FJDMHC continues to work with the criminal justice partners to reduce criminal justice costs by balancing justice, treatment, and the commitment to protect the interest of public safety while lowering the criminal recidivism rate for defendants. 2022 Highlights:

- 29 active participants in the Mental Health Court program, 7 of which were admitted in 2022;
- 85 individuals being monitored on the competency track;
- 1,137 cases were scheduled for status hearings, 681 of which were hearings for status of competency;
- 7 individuals successfully completed the First Judicial District Mental Health Court Program.





PRETRIAL SERVICES

TRIAL DIVISION

DEPARTMENT INITIATIVES

CLIENT ACCESSIBILITY/COMMUNICATION IMPROVEMENTS

- Pretrial Case Management System (PTCMS) Phase III – Embedded within the Phase III enhancement project of PTCMS is creating a client-facing web portal allowing clients to access all supervision-related information, including assigned PTO contact information and conditions of release. Additionally, clients can perform remote check-ins, see information regarding their next court date, communicate their assigned PTO virtually, submit requests for navigator-related services, and access links for crisis/intervention-related services. This will first be achieved with the web portal mentioned, but it will also include both IOS and Android applications further down the line.

FAIRNESS IN PRETRIAL SERVICES TRAINING (OVERCOMING IMPLICIT BIAS, IDENTITY ANXIETY, AND STEREOTYPE THREAT)

- Working with the Perception Institute, a three-part web-based training was developed, recorded, and uploaded to Microsoft Streams. All current and future Pretrial Services employees were required to participate in a 3-part training that includes anonymous knowledge checks providing an excellent tool for internal growth and external knowledge to address client needs and overall awareness relating to implicit bias, identity anxiety, and stereotype threats.

PRETRIAL NAVIGATOR PROGRAM – 2022 NATIONAL ASSOCIATION OF PRETRIAL SERVICES AGENCIES (NAPSA) ANNUAL CONFERENCE

- Pretrial Services Department had the opportunity to attend the National Association of Pretrial Services Agencies (NAPSA) 2022 annual conference in Atlanta, Georgia, from 9/18/22 to 9/21/22. In addition to being attendees, they were invited to create and present a workshop on their Pretrial Navigator Program. This program is a collaboration with the Department of Behavioral Health and Intellectual disAbilities (DBHIDS). The workshop was titled: "Navigating Client Pathways to Success: Philadelphia's Pretrial Social Services Navigator." Tara Blair, a consultant with the National Center for State Courts, was the moderator.

PENNSYLVANIA STATE POLICE AUDIT

- In 2022, the Pennsylvania State Police visited multiple agencies around the Commonwealth of Pennsylvania to complete their biennial CLEAN record audits; Pretrial Services received a passing grade from the Pennsylvania State Police for their excellent record keeping and maintaining 100% CJIS Compliance. Maintaining compliance is at the forefront of the Department's mindset and is the primary focus of the TAC Officer and Alternate TAC Officer. Mandatory procedures for accessing, utilizing, distributing, and securing Criminal Justice Information safeguarded unauthorized users from accidental or intentional misuse and unauthorized access while ensuring the data is available to those with a legitimate need remained paramount.

UNIT OVERVIEWS

BAIL INTERVIEWING UNIT

- In 2022 the Bail Interviewing Unit (BIU) processed 18,294 interviews while administratively waiving an additional 1,474 (7.46%). 12,748 (69.67% success rate) e-mail addresses were collected during the interview process while successfully verifying 8,481 (46.35% success rate) residential addresses. BIU Interviewers utilized interpreter services for 166 interviews. Working cohesively with other critical entities throughout the city, BIU ensured continuous operations 24/7. The BIU manager serves as a Pretrial Services representative on the PARS workgroup committee.

BAIL SERVICES AND SUPERVISION

- As of December 31, 2022, Pretrial Supervision was actively supervising 802 individuals (ROSC Types I/II– 234, Direct – 174, Electronic Monitoring – 398). While not included in the active supervision figures, an additional 1,760 individuals (ROSC Type I/II – 1,311, Direct – 346, Electronic Monitoring – 103) were routinely monitored by assigned Pretrial Officers while in a violator status.

Throughout 2022, approximately 1766 unique individuals (1836 occurrences) were scheduled to report for pretrial supervision orientation. Of those individuals, 83.31% successfully reported to their scheduled orientation appointment. Also of note: there were 669 instances where a client was ordered to Electronic Monitoring and was scheduled for orientation. Of these individuals, 98.94% successfully reported to their scheduled orientation appointment. In terms of off-boarding clients from Pretrial Supervision, 1810 unique individuals (1827 occurrences) completed their Pretrial Supervision upon the disposal of associated cases. Of those individuals, 57.53% were deemed to be compliant throughout the lifecycle of their supervision. Additionally, a trend was noticed that with elevated levels of supervision, compliance levels increased; ROSC Type I (39.75%), ROSC Type II (40.13%), Direct (54.76%), and EM (76.45%).



PRETRIAL SERVICES

TRIAL DIVISION

The Bail Services and Supervision Unit also works cohesively with community services to provide clients with every tool possible to ensure court attendance and safeguard the community. The Department of Behavioral Health and Intellectual Disabilities (DBHIDS) Navigator role within Pretrial Services provides essential tools to enhance the Pretrial Officer's available resources for court-ordered clients to Pretrial Supervision. Individuals referred to Pretrial Navigator services have had many concerns ranging from deep poverty, housing, education, mental health, and drug and alcohol dependency, as well as LGBTQ+ and HIV services. By addressing barriers in a compassionate and meaningful way, the Bail Services and Supervision Unit has been able to increase public safety and help stabilize the lives of those they serve. During 2022, the embedded DBHIDS Navigator and 194 first-time documented encounters with new unique individuals via referrals from Pretrial Officers. Additionally, the Navigator was responsible for a total of 508 service-related referrals covering the following areas; General Assistance/Support (238), Provider-Based Services (116), Benefits (110), Housing (20), PeerStar CPS (12), Emergency Services (11), and Case Management (1).

ELECTRONIC MONITORING UNIT

- During 2022, The Electronic Monitoring Unit (EMU) received 1,012 pretrial-related court orders, completed 1246 (705 – Pretrial, 541 – APPD) residential equipment investigations, facilitated the initial release of 1266 EM participants (830 – Pretrial, 265 – APPD), and fielded 183,191 electronic monitoring-related alerts. This is an overall significant increase compared to 2021 figures; pretrial-related court orders received: 733, residential equipment investigations: 978, and fielded electronic monitoring alerts: 169,810.

The EMU continued to ensure the Court Ordered Installation Surrender Process at the Stout Center for Criminal Justice continued. In 2022, this process alleviated the need for incarceration before the installation of electronic monitoring for 330 individuals (Pretrial 83 and APPD 247), which is more than double the previous year's figure of 120 (Pretrial: 44, APPD:76).

In the first quarter of 2022, Sentinel Offender Services, electronic monitoring equipment vendor, notified Pretrial Services of their upcoming upgrade to the 4G network of the 874 available Electronic Monitoring (EM) Home Monitoring Units (HMU) utilized by Pretrial Services and Adult Probation and Parole clients. The required upgrade to the 4G network would provide improved connectivity of the HMU to the network. The Electronic Monitoring Unit formulated an equipment transition plan for this equipment swap project through communication with Pretrial, Adult Probation Supervisors, and Officers. On January 31, 2022, the project began and was completed by the Electronic Monitoring Field Unit on February 18, 2022, without interruption in the client surrender and release processes, including working around daily client-approved schedules. The transition plan included; 433 active units monitoring clients; 30 new custody releases; 17 surrenders from the Justice Juanita Kidd Stout Center for Criminal Justice; 48 equipment maintenance assignments; and the Field Unit completed the remaining equipment inventory with the assistance of Sentinel personnel. The project was completed one week before the mandatory deadline.

DATA VERIFICATION UNIT

- The DVU maintains essential operations status and responded to 2914 National Crime Information Center (NCIC) inquiries, processed 327 abatements, produced 132 Bench Warrant Withdraw Letters and generated 1,088 Arrest Notifications relating to arrests on both Violations of Probation (VOP) detainers and Bench Warrants during 2022. The daily Bench Warrant hearings, which are staffed by DVU personnel, resulted in 2402 individuals (2,787 Dockets) having cases addressed in person at the Stout Center for Criminal Justice. Another 4,233 individuals (5,767 Dockets) were judicially presided over remotely at the Philadelphia Prisons.



CIVIL SECTION

TRIAL DIVISION

The Civil section of the Trial Division adjudicates a wide variety of case types including premises liability, motor vehicle accidents, professional malpractice, products liability, foreclosures, class actions, contractual matters, requests for equitable relief, and appeals from administrative agencies and Philadelphia Municipal Court. The focus of 2022 was to eliminate excess inventory created by the COVID-19 pandemic. By the end of 2022 all major cases were back on track with court events and case management deadlines back to pre-pandemic years. Cases assigned to the Major Jury program, except for medical malpractice cases, all had timely pre-trial conferences. Keeping cases on track and listing timely events led to an increase in settlements. The average number of cases assigned to the Major Jury program that settled each month was 509. That number was a 25% increase from the average pre-pandemic.

JURY AND NON-JURY TRIALS

510 cases were tried to verdict in 2022 (302 Non-Jury Trials and 208 Jury Trials). Jury trials were conducted on cases from all civil programs including Major Jury, Arbitration Appeal, Mass Torts and Commerce. Although most jury trials involved motor vehicle accidents or premises liability, complex trials including asbestos, medical malpractice, and products liability were also tried. The ongoing success of the Civil Section is attributed to the intense management of cases, strong judicial leadership, the high level of judicial productivity, and the commitment of all civil judges and staff to the goals of the various case management programs. Civil cases are categorized and placed into case management programs specifically organized for effective handling and prompt, precise, disposition. Significant court events are scheduled, and deadlines are enforced. These programs include: Complex Litigation (Pharmaceutical, Asbestos and Medical Devices), Major Jury, Major Non-Jury, Commerce Case Management, Compulsory Arbitration, Arbitration Appeals, Mortgage Foreclosure Diversion, Motions, Real Estate Tax Lien Petitions, Class Actions, Conservatorship Act 135, Tax and Water Sequestrations, Taxicab Medallion Loan, Governmental and Administrative Agency Appeals, Penn-Dot Appeals, Code Enforcement, Rent Lease and Ejectment, Landlord/Tenant Appellate Mediation, Discovery and the Civil Case Management and Dispute Resolution Centers.

COMMERCE CASE MANAGEMENT PROGRAM

The Commerce Court is a specialized court focused on resolving commercial disputes brought by local, national, and international companies doing business in the Philadelphia metropolitan area. Each case filed in the Commerce Court is assigned to one of three experienced judges, who then presides over the case from commencement to resolution. During calendar year 2022, the judges assigned to Commerce Court were: Supervising Judge Nina W. Padilla; Judge Ramy I. Djerassi; and Judge Paula A. Patrick.

The Commerce Court judges hear 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; mechanics liens; commercial insurance policies; legal, accounting, and other professional (non-medical) malpractice; fiduciary duties; covenants not to compete, unfair competition, corporate fraud, and theft of trade secrets; malicious prosecution; and negotiable instruments.

A major objective of the Commerce Court is vigorous case management with a view towards early resolution of the dispute. Each Commerce Court judge has an individual docket and is responsible for management of his/her cases, including resolving all discovery disputes, deciding all substantive motions, scheduling all conferences, exploring settlement alternatives, setting a trial date, as well as conducting the trial.

The Commerce Director, a dedicated team of Senior Staff Attorneys, and a Court Administrative Officer assist the Judges and their chambers staff in the management and resolution of cases assigned to the Commerce Court. In addition, over 100 qualified members of the commercial bar serve as court appointed settlement Judges Pro Tempore, receivers, and discovery masters in Commerce Court cases. In 2022, 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.

The Commerce Court also manages several specialized court programs, not all of which involve true business disputes. For example, all consumer and other Class Actions are assigned to the Commerce Court Judges because Class Actions are procedurally more complex and require more hands-on case management than many other civil actions.

In addition, the Commerce Court Judges hear all motions to open or strike confessed judgments. Due to its work with the confessed judgments, the Court discovered that more than 140 cases involving defaults on taxicab medallion loans had been filed with the Philadelphia Court of Common Pleas. As a result, in December, 2017, the Court created the Taxicab Medallion Loan Program within the Commerce Court to try to resolve these unique cases amicably. In 2022, most of the remaining, active taxi cases settled, so the Program is drawing to a close.



CIVIL SECTION

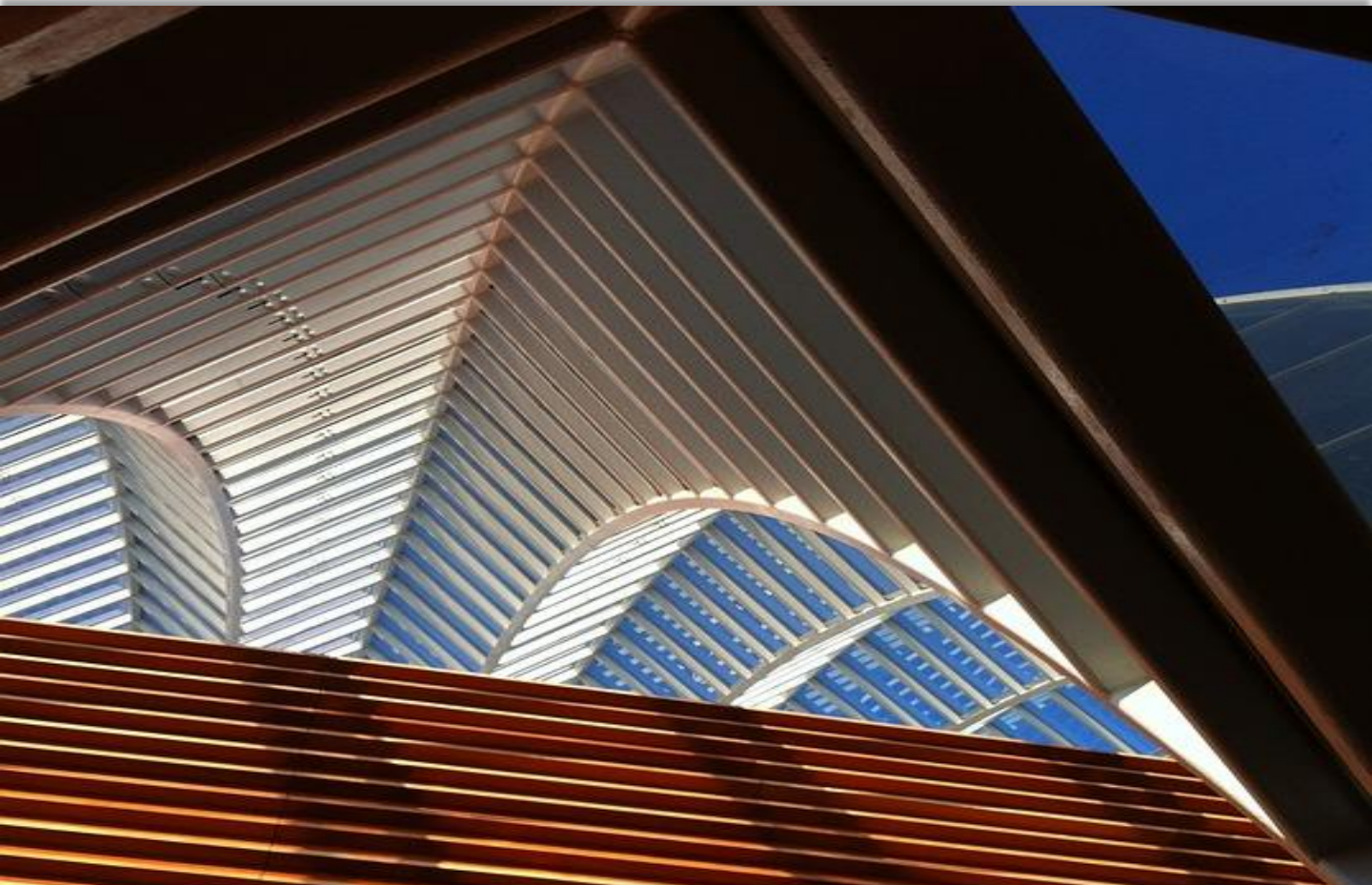
TRIAL DIVISION

The Commerce Court also handles Petitions to Appoint Sequestrators for commercial properties against which tax liens have been filed. In the more than 9 years of the Commerce Court's Sequestration Program, the City has collected over \$121 million dollars in back taxes from the persons and entities against whom it filed Petitions with the Court, including more than \$3.7 million in 2022. More than half of the money collected through the Tax Sequestration program goes to the Philadelphia School District, which helps alleviate its funding shortfall.

Due to the success of the Real Estate Tax Sequestration Program, in 2019, at the City's behest, the Commerce Court created a Water/Sewer Sequestration Program, through which the City files Petitions to Appoint Sequestrators for commercial properties against which liens for unpaid water and sewer charges have been filed by the Philadelphia Water Department. In calendar year 2022, the City collected more than \$6.5 million in unpaid water and sewer charges through the Sequestration Program for a total of more than \$18.8 million since the Program began.

This past year, the Commerce Court further fulfilled its mandate to provide guidance on issues of Pennsylvania commercial law by issuing opinions in cases involving novel or complex claims. Since its inception, Commerce Court judges have published more than 1500 opinions on the Court's website, including over 20 new ones in 2022.

During calendar year 2022, the Commerce Court judges disposed of 684 commercial cases; 649 Sequestration cases; 14 Taxi Cab Medallion cases; and 56 Class Actions, for a grand total of 1,403 actions disposed. As of January 1, 2023, there were 794 commercial cases, 430 Sequestration cases, 5 Taxi Cab Medallion cases, and 50 Class Actions, for a total of 1,279 cases pending in Commerce Court.





CENTERS & PROGRAMS

TRIAL DIVISION

MASS TORT PROGRAM

The mass tort program manages litigations in which a large number of individual plaintiffs have filed suit against the same defendant(s) alleging a common mechanism of injury, typically involving products liability. In 2022, the Mass Tort Program saw the creation of four new mass tort programs; two of these programs - Roundup and Paraquat – center on defoliation agents and the other two programs - Zantac and Elmiron – involve pharmaceuticals. The addition of these four programs supplemented the existing inventory of asbestos cases, pharmaceuticals (Risperdal), medical devices (Essure, Vena Cava Filter, and Pelvic Mesh), and the Glen Mills Schools Litigation Program.

In 2022, there were 1,119 newly filed mass tort cases. Pharmaceutical and medical device cases accounted for 53% of the 2022 mass tort case filings with 589 filings. With respect to asbestos matters, 265 new cases were filed in 2022, representing only a 22-case increase in filings when compared to 2021.

➤ **PENDING INVENTORY**

At the close of 2022, the total pending inventory was 4,858 mass tort cases. With respect to pharmaceutical and medical device matters overall, there were 4,068 records pending while there were 790 asbestos cases pending at year's end.

➤ **RESOLVED CASES**

6,743 mass tort cases were disposed of in 2022, including 6,394 Risperdal matters.

MAJOR NON-JURY PROGRAM

The Complex Litigation Center also manages all major non-jury matters including ejectments and mortgage foreclosures; however, the Complex Litigation Center does not manage non-jury cases assigned to the Commerce Program. The pending inventory at the close of 2022 was 5,293 cases.

ARBITRATION APPEAL PROGRAM

At the beginning of 2022, there were 465 matters pending in the arbitration appeal program. 949 arbitration appeal matters were filed in 2022 and there was a pending inventory of 457 matters at the end of 2022.

SETTLEMENT CONFERENCE OFFICER

Matters in the Major Non-Jury and Arbitration Appeal Programs are scheduled for a Pretrial Settlement Conference before the Complex Litigation Center's Settlement Conference Officer, Rebecca Grausam-Charamella, Esquire. At these conferences, Ms. Grausam-Charamella determines compliance with case management orders, clarifies and streamlines issues and stipulations for trial, probes the likelihood of an amicable pre-trial resolution, and establishes the readiness of cases to proceed to trial. Ms. Grausam-Charamella conferences matters across a wide spectrum of civil cases, including motor vehicle, premises liability, contract, equity, quiet title, and foreclosure. Ms. Grausam-Charamella also recruits and oversees volunteer Judges Pro Tempore to handle Pretrial Settlement Conferences. Since December 1, 2021, per judicial directive, Arbitration Appeal cases have been scheduled for early Pretrial Settlement Conferences approximately 30 to 60 days prior to trial.

MAJOR JURY PROGRAM

Providing early Court intervention, coordination, and continuous control of cases, the nationally-recognized Major Jury Program encompasses all major civil jury cases except Commerce and Mass Tort Cases. To manage these cases more effectively, judges assigned to this program are divided into teams based on the year in which the case was filed. Each team is led by a Judicial Team Leader who is responsible for maintaining consistent oversight over each case. The Judicial Team Leader and the assigned team of judges rule upon all motions, including discovery motions, and conduct status conferences, settlement conferences, pretrial conferences, and trials. Every case in the Major Jury Program is scheduled for a Case Management Conference before a Civil Case Manager, who is an attorney, approximately ninety days after commencement. The purpose of the Case Management Conference is to obtain early disclosure of basic information so that each case can be managed effectively. Prior to the conference, each party must submit a Case Management Memorandum containing information about the case and the party's position. The Case Manager then prepares a Case Management Order that establishes deadlines for discovery, the exchange of expert reports, and the filing of motions. Additionally, a presumptive month is scheduled for a settlement conference, pretrial conference, and trial. Attendance at the Case Management Conference continued via advanced communication technology for in 2022. The Civil Case Managers then reviewed the Case Management Memorandums, as well as the electronic court record and civil docket, and prepared a Case Management Order. As a result of the intensive case management that begins with the Case Management Conference and continues through the Discovery Court Program and Dispute Resolution Center, which are discussed in more detail below, the active inventory steadily decreased. As of December 31, 2022, there were 9,234 active cases pending within the Major Jury program significantly down from 11,158 active cases as of December 31, 2021.



CENTERS & PROGRAMS

TRIAL DIVISION

DISPUTE RESOLUTION CENTER

The Dispute Resolution Center is an integral part in the Trial Division – Civil section as its purpose is three-fold:

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

As part of the initial case management order issued in all Day Forward cases, Arbitration Appeal and Non-Jury a mandatory settlement conference is scheduled. These occur after discovery, motion and expert deadlines so that the parties have a thorough understanding of the strengths and weaknesses of their cases and can approach settlement negotiations in a fully informed and meaningful manner. Depending upon the type of case (expedited, standard or complex), settlement conferences will take place 6 to 12 months after the initial case management conferences and two to three months before trial. The Dispute Resolution Center also hold settlement conferences for the Landlord Tenant Mediation Program. Pre-trial Conferences scheduled for the Major Jury Programs are currently scheduled in the Dispute Resolution Center twice a month. The Second Level Settlement Conferences are now held pursuant to the order of the Major Jury Program Team Leader.

In June 2022, the Court implemented a new Medical Malpractice Judge Pro Tempore Program for early resolution of Medical Malpractice cases.

In 2022 there were almost 4,500 cases scheduled for a settlement conference within the Dispute Resolution Center.

COMPULSORY ARBITRATION PROGRAM

The Compulsory Arbitration Program is housed in the Arbitration Center located at 1880 John F. Kennedy Boulevard. A case may be assigned to this program in one of three ways: (1) automatically; (2) by stipulation; or (3) by court order. In the first method, all cases in which the amount in controversy is \$50,000 or less, excluding actions in equity and claims to real estate, are automatically assigned to the program. In cases where the amount in controversy exceeds the dollar limit, the parties may stipulate to transfer the matter to this program. Lastly, if a judge determines that the amount in controversy is less than \$50,000, he or she may transfer the case to the Compulsory Arbitration Program as well.

If filed as an Arbitration level case, matters are scheduled for a hearing approximately nine months from the date of filing. If transferred to Arbitration, hearing dates are generally assigned within 90 days of transfer. Upon issuance of a decision, a party may appeal for trial de novo. In the absence of an appeal, the judgment entered on the award of the arbitrators may be enforced as any other judgment of the Court.

In 2022, the Arbitration Center continued education and training efforts by affording law students, new attorneys from city agencies and young associates from City law firms to observe Arbitration hearings.

The Arbitration Center's inventory is current; there is no back log in the Program because of the Pandemic.

For 2022, on average, 247 cases were issued a Report and Award of Arbitrators, and 560 cases were reported as settled each month. The monthly average of appeals filed in 2022 were 79 and the settlement of cases on appeal averaged 56 cases a month.

MOTIONS, STATUTORY APPEALS, PETITIONS, & SPECIAL APPEALS

Preliminary Injunctions, Temporary Restraining Orders, Motions, Petitions, Statutory Appeals and Special Appeals filed within the Compulsory Arbitration, Civil Tax, City of Philadelphia Equity, Landlord/Tenant, Lead Contamination, Code Enforcement, Agency Appeals, Municipal Court Appeals and Penn-Dot Appeals programs are assigned to three Motions Judges. Over 45,000 motions, petitions, and other filings requiring judicial approval were filed in 2022.



HOMEOWNER RETENTION

TRIAL DIVISION

The Civil Trial Division operates two programs that provide homeowners with opportunities to connect to resources for housing retention, where possible, and to negotiate the terms of ownership transition where retention is not possible: the Residential Mortgage Foreclosure Diversion Program and the Civil Tax Program.

RESIDENTIAL MORTGAGE FORECLOSURE DIVERSION PROGRAM

The Residential Mortgage Foreclosure Diversion Program (“Diversion Program”) was created in 2008 in response to a national foreclosure crisis and served as a model for similar programs nationwide. The success of the Diversion Program is attributable to the continuing efforts of program partners, including City of Philadelphia funded housing counselors, lenders’ counsel, Community Legal Services, Philadelphia Legal Assistance and Philadelphia VIP attorneys.

Diversion conciliations occur through a hybrid of in-person and remote appearances via Zoom. The current format allows homeowners who lack consistent access to technology (due to economic barriers or other challenges) to participate in the Diversion process in-person. Homeowners appearing remotely may do so with minimal time off from work, thereby mitigating income loss and, for some, improving options for housing retention. In 2022, an average of 100 conciliation conferences occurred every Thursday, with homeowners, HUD-certified housing counselors, representatives of the Philadelphia Department of Housing and Community Development, lenders’ counsel, and counsel from legal services agencies all in attendance, either remotely or in person, to help homeowners explore housing retention options. Through Diversion, homeowners receive legal assistance with title issues that may serve as an impediment to mortgage modification.

The number of Diversion-eligible mortgage foreclosure filings increased to nearly pre-pandemic levels in 2022, with the lifting of moratoria on federally backed mortgages and the expiration of some COVID-era forbearances. Many Diversion participants used the conciliation process to pursue federal Homeowner Assistance Funds (HAF funds). Housing counselors and legal advocates assisted homeowners with multifarious legal and administrative issues with HAF funds distribution through the conciliation process.

The Steering Committee for the Diversion Program, which consists of lender and borrower advocates and representatives from the Philadelphia Department of Housing and Community Development, met regularly throughout 2022. The 2022 chairs of the Steering Committee were Andrew Marley, Esq. of Stern Eisenberg and Kate Dugan, Esq. of Community Legal Services. Lisa J. Jordan, Esq. is the Mortgage Foreclosure Diversion Program administrator.

CIVIL TAX PROGRAM

In 2017, in response to a dramatic 566% increase in the number of filings, the Civil Trial Division established a new procedure for petitions filed under the Municipal Claims and Tax Liens Act, 53 P.S. § 7101 et seq. The Tax Claims procedure was designed to accomplish two goals: 1) to ensure taxpayers have an opportunity to enter into an agreement to pay delinquent real estate taxes and water bills, and 2) to ensure the Court fulfills its statutory obligation to conduct an independent review of the record prior to entering a Decree permitting the sale of subject properties.

Upon filing, cases are scheduled for a rule returnable hearing before a trial commissioner in courtroom 676, City Hall. Taxpayers appearing in court are offered on-site assistance from housing counselors, as coordinated by the Philadelphia Department of Housing and Community Development. Lawyers from Community Legal Services also attend. Generally, cases are continued for 90 days to give the parties time to enter into one of several types of payment agreements available to taxpayers, including the Owner-Occupied Payment Agreement. After the defendants who appear have had an opportunity to meet with the advocates, a list is called to address cases with respondents who have failed to appear. The trial commissioner conducts a review of these cases on the record to ensure service was properly accomplished before issuing proposed findings of fact, conclusions of law, and a recommendation that property be sold at sheriff sale; if a judge agrees with the trial commissioner’s recommendation, the judge will enter a decree permitting the sale of the property. Where the trial commissioner is not satisfied that service is complete, a case may be continued or referred to a judge for a hearing. Hearings are also scheduled before a judge at the request of either party.

Civil Tax Petition hearings occur every Tuesday (for residential, owner-occupied properties) and Wednesday (for non-residential properties). A stakeholders’ group meets to discuss issues related to tax foreclosure filings, as necessary. Lisa J. Jordan, Esquire is the Civil Tax Petition program administrator.



RECORDS

TRIAL DIVISION

As of December 31, 2022, there were 32,914 pending civil records in the major programs listed below, representing a 21.8% decrease in records pending when compared to the 42,094 records that were pending at the end of calendar year 2021.

TRIAL DIVISION – CIVIL PROGRAM	CIVIL RECORDS PENDING END OF 2022	PERCENT OF INVENTORY
COMPULSORY ARBITRATION	10,261	31%
MAJOR JURY	9,234	28%
MASS TORT	4,858	15%
PROGRAMS ASSIGNED TO THE COMPLEX LITIGATION CENTER (MAJOR NON-JURY, EJECTMENT, MORTGAGE FORECLOSURE, ARBITRATION APPEAL)	5,293	16%
COMMERCE	798	2%
PROGRAMS ASSIGNED TO THE CIVIL MOTIONS PROGRAM (MC APPEAL, CIVIL TAX PETITION, CODE ENFORCEMENT, STATUTORY APPEAL)	2,470	8%
TOTAL	32,914	100%





ORPHANS' DIVISION





OVERVIEW

ORPHANS' DIVISION

Many people know that William Penn stands tall atop City Hall, but not as many know that the founding father also created the Philadelphia Orphans' Court.

Not long after the founding of Philadelphia in 1682, William Penn recognized a need for a Court that “cared for those that are not able to care for themselves”. Penn envisioned a utopian community with justice for all and endeavored to uphold the dignity of the human spirit. In 1683 - drawing inspiration from London’s Orphans’ Court - the Philadelphia Orphans’ Court was founded. Since its creation over 339 years ago, the Orphans’ Court mission remains to protect those who cannot protect themselves.

Today, the Philadelphia Orphans’ Court handles administration of estates and guardianships. Unlike civil and criminal cases, which have specific beginning and end, matters filed in the Orphans’ Court Division may not have a specific terminus. For example, the case of the Estate of Stephen Girard commenced in 1885 and is still being administered by the Orphans’ Court Division. Guardianships and Incapacitation matters likewise continue infinite due to the necessity of filing reports, review hearings, Petitions for Allowance, and other efforts to ensure accountability and oversight. Pleadings or requests may be made in any given year in cases which, in the previous year, had no activity.

WHO WE ARE

JUDGES

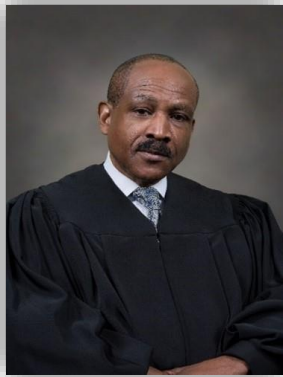
In 2022, there were five judges assigned to the Orphans’ Court Division of the First Judicial District, three full commission Judges and two Senior Judges. Senior Judge John Herron retired at the end of 2022.



ADMINISTRATIVE JUDGE
SHEILA WOODS-SKIPPER



ADMINISTRATIVE JUDGE-EMERITUS
SENIOR JUDGE
MATTHEW CARRAFIELLO



JUDGE
GEORGE OVERTON



JUDGE
STELLA TSAI



SENIOR JUDGE
JOHN HERRON
*RETIRED AS OF DECEMBER 2022



OVERVIEW

ORPHANS' DIVISION

WHO WE ARE

JUDICIAL AND ADMINISTRATIVE STAFF

Our Orphans' Court Judges ensure that the best interest of a person or entity are not compromised. Each Judge has their own staff to assist them in adjudicating matters. The staff and employees of the Orphans' Court Division are dedicated and committed to ensuring that our division is living up to and exceeding expectations.

The Staff of the Orphans' Court continues to maintain strong work ethic, competency, and dedication to the role of ensuring due process, access to justice, and transparency.





OVERVIEW DEPARTMENTS

ORPHANS' DIVISION

INFORMATION TECHNOLOGY

The Director of Technology, who assumed the lead role and worked closely with the programmers and analysts at the Administrative Office of the Pennsylvania Courts (AOPC) in the implementation of the data migration for the Guardianship Tracking System (GTS) on August 27, 2018, spearheads the Guardianship Tracking and Service Unit in the review of the Inventories and Annual Reports and implemented policies to ensure guardian compliance with their state mandated reporting requirements. He continues to work closely with all parties to facilitate information and data transfer between the GTS and OCEFS systems and to identify and solve data discrepancies in both systems.

COURT ADMINISTRATION

The Director of Administration interacts with the other administrative branches of the First Judicial District, supervises the personnel in the Guardianship Tracking and Service Unit, and provides general administrative services to the Division. In 2022, he continued to be responsible for ensuring that all chambers and courtrooms were functioning properly. He also assisted in determining any additional supply needs for Orphans Court and making sure these needs were attended to.

GUARDIANSHIP TRACKING AND SERVICE UNIT

The Guardian Tracking Unit helps to provide oversight and accountability for those appointed by the Court to serve as Guardians. The creation of the separate Guardianship Tracking and Service Unit (GTSU) in 2019 was necessitated by the exponential growth in the Court's regulatory and monitoring functions of guardians and review of reports filed in GTS. GTS is a statewide system that was created by the Administrative Office of Pennsylvania Courts. The number of reports filed and reviewed has steadily increased from 2016 when the Court reviewed 1,881 reports to review of 2,578 reports in 2022.

Where reports and/or inventories are overdue, the GTSU has developed protocol to contact the guardians with reminders to create GTS accounts and timely file reports and inventories. When guardians are recalcitrant and not responsive to the efforts of the GTSU, the Court orders that they appear and explain their failure to fulfill their fiduciary duties. In some cases, there are sufficient services available in the community or the nursing home where the incapacitated person resides such that guardian services are no longer required.





OVERVIEW WHAT WE DO

ORPHANS' DIVISION

JURISDICTION

Court Jurisdiction and duties are prescribed by the Pennsylvania Probate, Estates, and Fiduciaries code, as found in *20 Pa. C.S. § 101, et. seq.*

The Orphans' Court handles a variety of different matters, including:

- Guardianships
- Minors
- Incapacitated Persons
- Decedent's Estate
- Nonprofit Corporations (management and operation as opposed to suits by or against)
- Trusts- Inter-vivos, Testamentary, Special Needs
- Marriages and Marriage Licenses (as opposed to divorce)
- Cemeteries
- Charities
- Appeals from Register of Wills

TYPES OF CASES

- Appointment of Guardians (Minors & Incapacitated Persons)
- Disputes Over Administration of Decedent's Estates
- Will Contests
- Inheritance & Estate Tax Disputes
- Approval of Civil Settlements for Minor Plaintiffs and/or Estates

COURT FUNCTIONS

The Trial Court has two main functions: Oversight and Trial Court.

Oversight Function includes:

- Appointment of Guardians
- Administration Disputes
- Inheritance and Estate Tax Disputes
- Civil Settlement Approval for Minors

Trial Court Function includes:

- Bench trials
- Jury trials (very rare)
- Administration disputes

RULES

The Orphans' Court is governed by various rules and procedures:

- Pennsylvania Probate, Estates, and Fiduciaries Code
20 Pa. C.S. § 101, et. seq.
- Judiciary and Judicial Procedure
42 Pa. C.S. Rule 2156
- Pennsylvania Orphans' Court Rules
- Philadelphia Orphans' Court Rules
- Pennsylvania Rules of Civil Procedure
- Philadelphia Rules of Civil Procedure
- Pennsylvania Rules of Evidence





CASELOAD

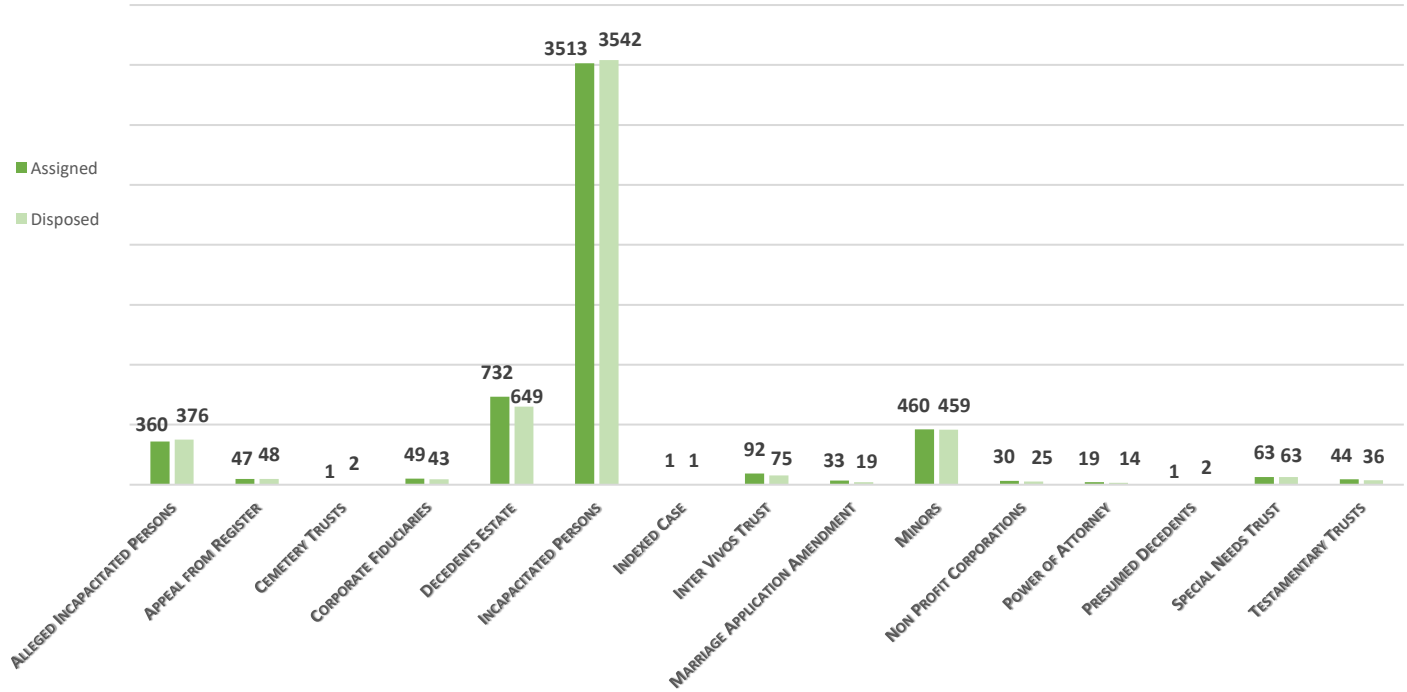
ORPHANS' DIVISION

Orphans' Court matters include petitions filed with the Clerk of Orphans' Court, reports and inventories filed by guardians in the statewide Guardianship Tracking System, and motions filed with the Office of Judicial Records for the Civil Trial Division but assigned to an Orphans' Court Judge for decision. The total matters assigned and disposed by the Orphans' Court Judges are set forth in the charts and tables in this report.

	ASSIGNED	DISPOSED
PETITIONS AND REPORTS	5445	5354
CIVIL MOTIONS	717	772
TOTAL	6162	6126

The composition of the Philadelphia County Orphans' Court caseload has dramatically changed due to an expanding aging population who need protection because of the inability to cope with an increasingly complex society and the exploitation of assets accumulated over a longer lifetime. The traditional areas: Decedent Estates, Appeals from Decrees issued by the Register of Wills, Testamentary Trusts, Inter-Vivos Trusts, Charitable Trusts, Cemetery Trusts, Powers of Attorney, and audits of accounts make up a very small percentage of the Court's overall caseload compared to Guardianships and the appointment, monitoring and management thereof.

PETITIONS BY CASE TYPE





GUARDIANSHIPS

ORPHANS' DIVISION

Guardians are fiduciaries appointed by the Orphans' Court following a hearing on a petition for the adjudication of incapacity and the appointment of a guardian. During the Covid-19 pandemic, changes were implemented that allowed the Orphans' Court to pivot away from in-person appearances at hearings. While there has since been a gradual return to some in-person guardianship hearings, most of our guardianship hearings continued to be conducted using Zoom technology. Alleged incapacitated persons, family members, physicians and other providers were all able to appear virtually, without endangering the health of the participants, Judges, court staff and court interpreters. As reflected in our statistics, over 75% of the Court's time involves guardianship matters when monitoring of guardians' reports is included. In deciding of capacity and in granting a guardianship, the Court must determine the least restrictive alternative available to protect the interest of the incapacitated individual.

Guardians are entrusted with the responsibility of overseeing the personal and/or financial well-being of their wards, the incapacitated persons. A guardian can be appointed as the sole guardian of the person to manage health and safety issues, the sole guardian of the estate to manage finances, or guardian of both the person and the estate. Guardians are required to file reports annually on the anniversary date of their appointment through the statewide Guardianship Tracking System (GTS). Guardians of the estate must also file an inventory listing the incapacitated person's assets through GTS. To assist guardians with their new duties, we revised our Guardianship Manual this past year.

Philadelphia's tradition of encouraging the appointment of lay guardians continues. With the benefit of appointing those most concerned, comes the obligation to see that the guardians act with fidelity, in compliance with the law, and in the best interest of the incapacitated person.

Proposed guardians are required to submit a Pennsylvania Criminal History Record Check to the Court prior to their appointment, confirm all means of contact, consent and acknowledge their fiduciary responsibilities if appointed. Potential guardians are subject to questioning by the Court as to their fitness to act as a guardian. Guardians' actions, especially with respect to their wards' assets and money, are monitored by the Court. Intensive review is made of reports, inventories, and petitions for disposition and/or expenditures of principal assets.

GUARDIANSHIP PETITIONS

To ensure oversight and prevent misuse and abuse of the ward's funds, court approval to expend or use any of the incapacitated person's principal assets for his/her benefit must be requested. This is done through the filing of a petition that must be approved by the court and prior to any expenditure, disbursement, or distribution. Requests for approval of budgets for clothing, food, vacations, utilities, rent, cable, telephone, nursing home costs, prescription and other medical costs must be submitted to the Court. Permission is also required to establish a burial reserve account, create a trust, or enter estate planning. Moreover, approval to buy or sell real estate or a car and related insurances, repairs and/or modifications must also be obtained. Counsel fees and guardian commissions may not be paid without prior approval from the Court.

The incapacitated person's family members and other interested persons who are concerned with the incapacitated person's welfare, care, and safety and/or with the guardian's actions concerning their money and assets can request that the Court schedule a review hearing, and/or when served with a petition seeking Court approval of an action, file a written response. The Court in its' oversight role may also determine that a review hearing is necessary. When a guardian is not acting in the best interests of his/her ward or without good judgment, he/she may be removed by the Court and a successor guardian appointed. The Court's duty and responsibility is to ensure that the interests of older adult and adult incapacitated persons are protected.

GUARDIANSHIPS FOR MINORS

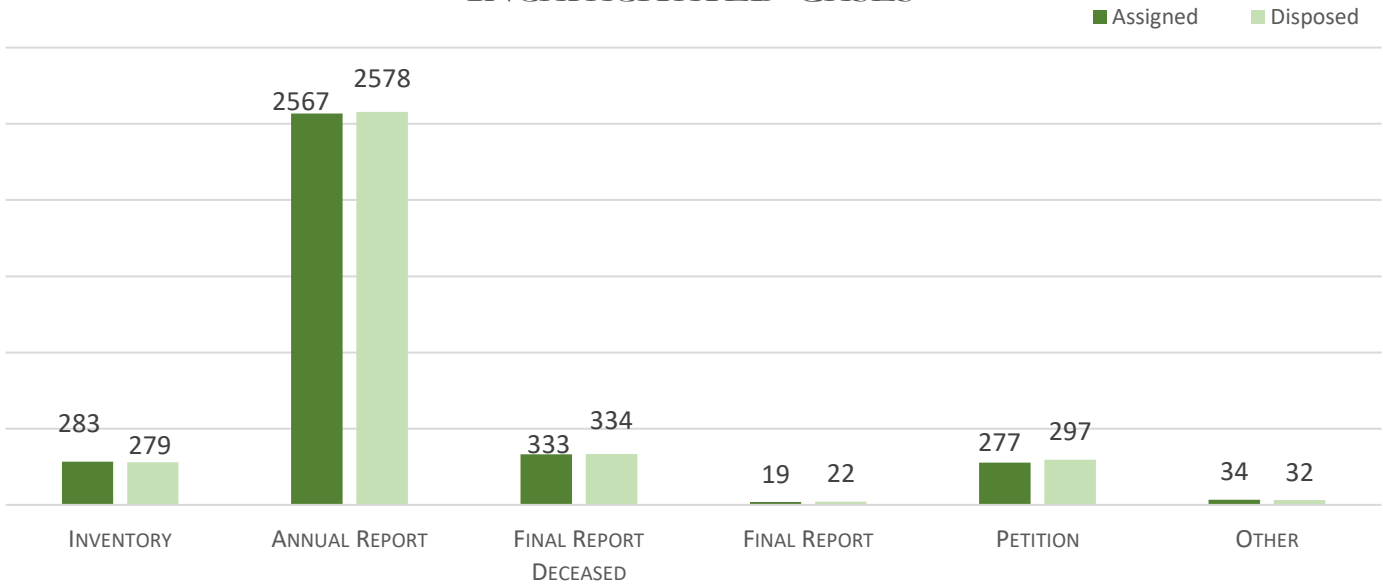
In addition to the protection of adult individuals, the Orphans' Court protects the interests of minors who require the appointment of a guardian of the person to manage medical, school, residential and other issues, or the appointment of a guardian of the estate to handle financial affairs due to being the recipient of proceeds from personal injury lawsuits, beneficiary of an insurance policy, or beneficiary from a wrongful death and survival action. Petitions requesting the appointment of a guardian for a minor are assigned and disposed by the Orphans' Court Division. Guardians for minors' estates are required to file a Guardian Inventory pursuant to statute, and when ordered by a Judge, to file reports. The reports and inventories are reviewed by the Guardianship Investigator.



GUARDIANSHIPS

ORPHANS' DIVISION

INCAPACITATED CASES



GUARDIANSHIP MONITORING

The Guardian’s Manual for Incapacitated Persons, available on the Court’s website and as a paper copy, provides helpful and useful information for all guardians in explaining their fiduciary duties and filing responsibilities. Mandatory filing of annual reports and inventories through the statewide Guardianship Tracking System (GTS) was implemented in Philadelphia County on August 27, 2018. The Guardianship Investigator along with other staff members for the Orphans’ Court Division reviews each Inventory and Annual Report filed by a guardian, tracks guardian compliance with their statutory duty to file reports and brings any discrepancies promptly to the attention of the assigned Judge. The Guardianship Tracking Unit performs investigation, intervention, counselling, and referral to other agencies as deemed necessary.





DISPUTES

ORPHANS' DIVISION

DECEDENT ESTATES

Following the death of a family member, disputes often arise and/or are intensified where money, real estate, or other assets are involved. This is routinely seen in petitions to remove a personal representative, order a personal representative or a former agent under power of attorney to account for assets and funds, eject an intestate heir from the decedent's home, or forfeiture.

APPEALS FROM THE REGISTER OF WILLS

Appeals from decisions of the Register of Wills appointing one family member over another based-on allegations of 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 their emotions.

TRUSTS

With the shift in wealth away from Philadelphia to surrounding counties, and the termination of long-standing trusts, the number of testamentary trusts declined. Petitions concerning trusts represent 8% of the total petitions assigned in the Orphans' Court Division. Petitions for approval of Special Needs Trusts created for disabled individuals, including minors and incapacitated persons, have increased because of multi-million-dollar awards in personal injury and medical malpractice cases coupled with the desire to preserve assets while receiving benefits.

CORPORATE FIDUCIARIES

Philadelphia, through its Orphans' Court Division, remains the only county in the Commonwealth of Pennsylvania which requires annual approval of corporate fiduciaries to serve as fiduciaries or depositories of fiduciary funds. Said approval has the benefit of compelling those institutions to qualify as doing business within the Commonwealth of Pennsylvania as well as submitting to the jurisdiction of the Philadelphia Orphans' Court Division. In 2022, the court approved 47 corporate fiduciaries.





ADMINISTRATIVE REVIEW

ORPHANS' DIVISION

The Administrative Judge of Orphans' Court works with the Administrative Judge of the Civil Trial Division in the smooth transition of matters transferred from the Civil Trial Division to the Orphans' Court Division and vice versa. The two divisions efficiently handle the settlement of mass tort cases filed in the Civil Trial Division involving minors, incapacitated persons, and decedent estates. Wrongful death and survival actions, whether filed in the Civil Trial Division or Orphans' Court Division, are reviewed by the Administrative Judge.

WAIVERS & REVIEWS	ASSIGNED	DISPOSED
SAFE DEPOSIT BOX EXAM	0	0
TERMINATION REPORTS	9	12
WRONGFUL DEATH SURVIVAL	337	358
INHERITANCE TAX MATTERS	0	0
CORPORATE FIDUCIARY	48	43
TRANSFERRED MATTERS	1	1
APPEAL FROM REGISTER	12	10
BENCH WARRANTS	8	7

While Orphans' Court hears matters within its jurisdiction as a trial court and sits as an appellate court for appeals from Decrees of the Register of Wills, its administrative duties include certification of documents issued by the Register of Wills, acting either as the Register or as the Clerk of Orphans' Court, the examination and appointment of corporate fiduciaries, review and approval of inheritance tax petitions and marriage license waivers. These matters are reviewed administratively in an accurate and timely fashion in large numbers, due to the diligence of the Division's Judges, their staff, administrators, and appointed examiners.

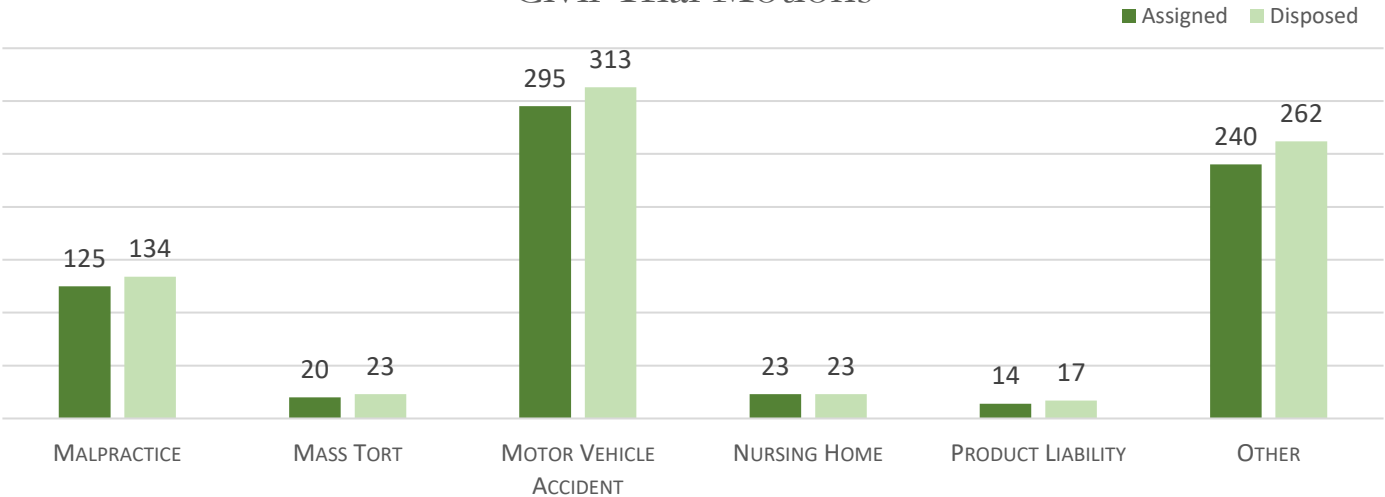
CIVIL TRIAL DIVISION MATTERS

Motions subject to Orphans' Court jurisdiction must be transferred from the Civil Trial Division and accepted into the Orphans' Court Division by each Division's Administrative Judge.

Orphans' Court approval is required for any distribution to a minor, incapacitated person or decedent's estate, whether it is the result of a settlement reached either in or out of court, an arbitration award, jury, or non-jury trial. For those matters in which the action was started in Orphans' Court, or in which no action has been instituted, such review occurs under the Court's own jurisdiction with petitions filed with the Clerk of Orphans' Court. For those matters in which suit has been filed in Civil Trial Division, the Orphans' Court Division maintains a civil calendar with motions for approval of distribution being filed with the Civil Trial Division's Office of Judicial Records.

Motions for approval of distribution in wrongful death/survival actions are assigned to the Administrative Judge of Orphans' Court for review and approval under the Civil Court Term and Number.

Civil Trial Motions





ADMINISTRATIVE REVIEW

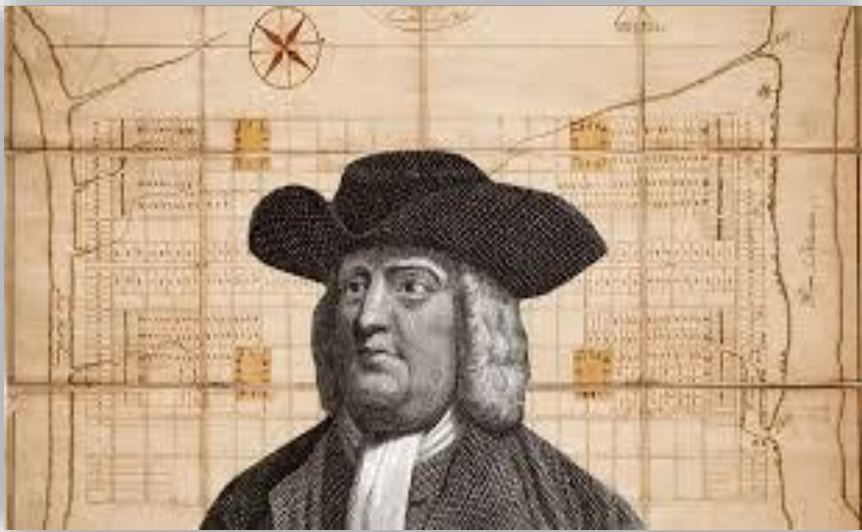
ORPHANS' DIVISION

ORPHANS' COURT, THE PROBATE BAR, AND THE COMMUNITY

Motions subject to Orphans' Court jurisdiction must be transferred from the Civil Trial Division and accepted into the Orphans' Court Division by each Division's Administrative Judge.

Orphans' Court approval is required for any distribution to a minor, incapacitated person or decedent's estate, whether it is the result of a settlement reached either in or out of court, an arbitration award, jury, or non-jury trial. For those matters in which the action was started in Orphans' Court, or in which no action has been instituted, such review occurs under the Court's own jurisdiction with petitions filed with the Clerk of Orphans' Court. For those matters in which suit has been filed in Civil Trial Division, the Orphans' Court Division maintains a civil calendar with motions for approval of distribution being filed with the Civil Trial Division's Office of Judicial Records.

Motions for approval of distribution in wrongful death/survival actions are assigned to the Administrative Judge of Orphans' Court for review and approval under the Civil Court Term and Number.



WHAT LIES AHEAD

Under the leadership of Administrative Judge Sheila Woods-Skipper, the Orphans' Court Division shall work diligently to effectuate new programs, systems, and technology to protect the ever-growing elder section of our population, while zealously protecting those rights which are irreplaceable. The Judges along with the legal, administrative, technical, and clerical staff of Orphans' Court will endeavor to rise to one of the great challenges of the 21st century.

Orphans' Court will continue to work on improving and updating our website, developing processes and fee structures for Orphans' Court appointed counsel, increasing training, and educating potential guardians. We will also remain focused on our efforts to ensure access to justice and due process by increasing staff and judicial training, language access and ensuring appropriate accommodations. We will continue to grow as a team as we strive to work together, building partnerships and relationships that assist us in protecting those who cannot protect themselves.



FAMILY DIVISION





OVERVIEW

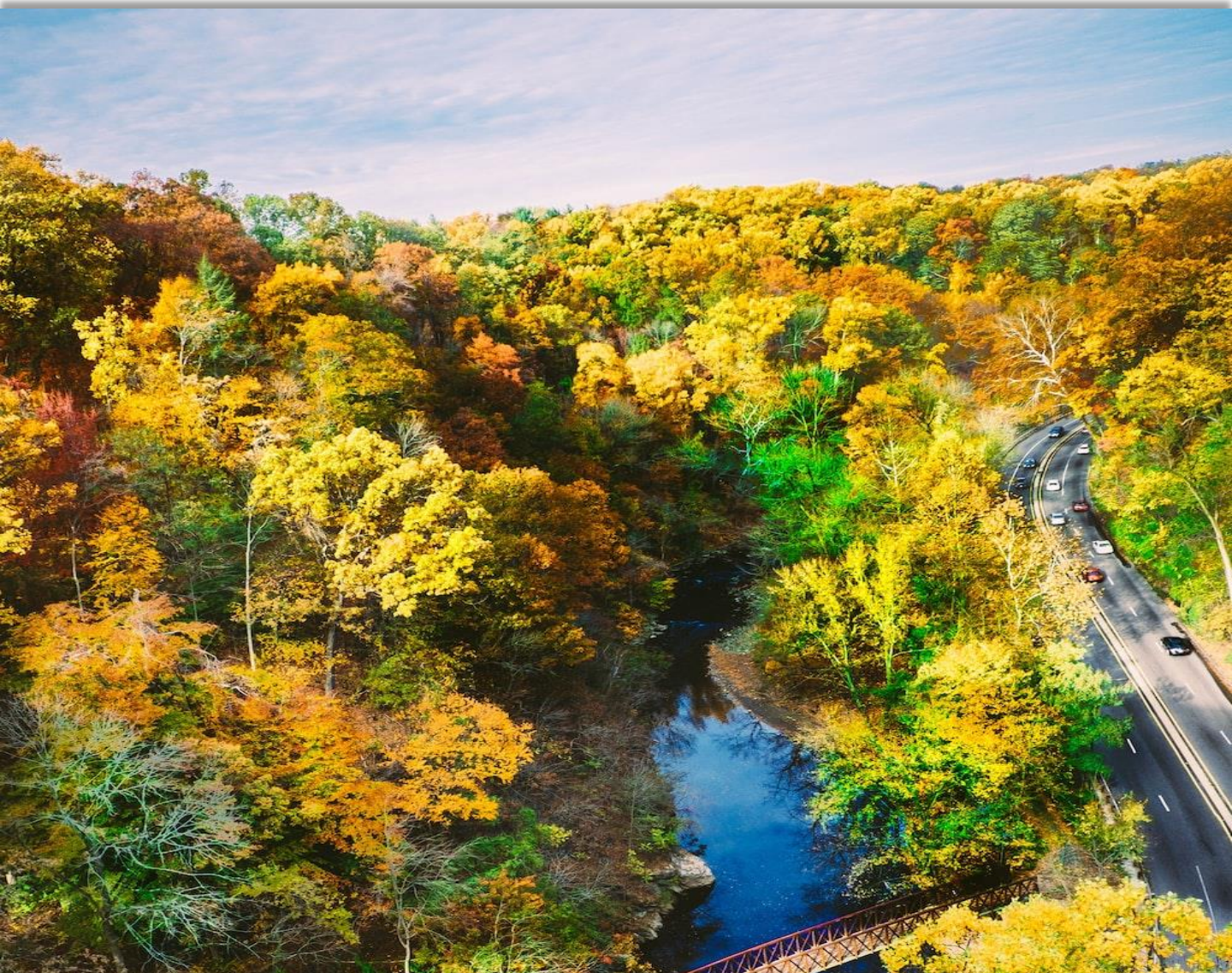
FAMILY DIVISION

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.

Family Court employs approximately over 700 full time staff members and has 25 judges on the bench. This report provides 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. Each day, our Judges and staff are guided by the following principles:

- To deliver fair and timely access to justice for all
- To adopt and implement initiatives and approaches that reform the justice system.
- To protect and support Philadelphia's most vulnerable children and families.
- To ensure the (public) safety of Philadelphia's citizens.
- To gain knowledge, via trainings and court data to better serve our clients.





JUVENILE BRANCH

FAMILY DIVISION

Deputy Court Administrators, Mario D'Adamo, Esq. and Katherine T. Grasela, work directly with the Administrative Judge and Supervising Judge of Family Court to carry out the initiatives as identified by the District Court Administrator and are responsible for managing the overall operation of the branch.

Chief of Courts, Lisa Harvey, Esq. administers all Juvenile Branch operations. 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.

To lessen the caseloads of our Judges and to meet required timelines, Juvenile Court Hearing Officers (JCHO), specializing in the fields of delinquency, dependency, and truancy assist our Judges in hearing cases.

AOPC's AUTISM IN THE COURTS INITIATIVE

During 2022, as part of the AOPC's Autism in the Courts initiative Family Court's Juvenile Branch made strides to better understand and service individuals with Autism Spectrum Disorders (ASD).

Ensuring equal access to justice for those with an ASD is vital, as statistics have shown that nearly one out of fifty-nine children have been diagnosed with an ASD. For us at Family Court, learning about ASD and making changes to benefit this vulnerable population was a major priority. Going to court can cause typical persons major anxiety, but for those with ASD the court represents an unknown and uncertain terrain, that does not understand them, their behaviors, or their triggers.

2022 started off with informative and moving Autism Awareness Overview presented by Kate Hooven, the Justice System Project Coordinator for Autism Services, Education, Resources and Training (ASERT). ASERT is a partnership of medical centers, centers of autism research and services, universities, and other providers involved in the treatment and care of individuals of all ages with autism and their families. In addition to her work, with ASERT, Kate is mother to a son with Autism. In her training, Kate shared with Family Court ways to create meaningful interactions with those with an ASD and detailed some behaviors a person with ASD may exhibit.

Our Court Representatives have begun to capture in CPCMS if a child is "diagnosed" or self-reported as autistic. This information appears on court dockets and informs the Court when a child is on the autism spectrum and allows the Court to address, a child's needs more fully and appropriately.

Understanding that those with ASD require different methods to self-regulate Family Court has begun to offer auditory headphones, therapy balls, and even sessions with therapy dogs to assist those with autism.

Highlights and Statistics

- Over 4,600 petitions in the areas of Delinquency, Dependency, and Adoptions were filed in 2022.
- 51,204 Hearings for Delinquency and Dependency were held in the Juvenile Branch in 2022.
- 95.8% of juveniles successfully completed supervision without a new juvenile offense resulting in a Consent Decree or an Adjudication of Delinquency.
- 94 juveniles graduated from High School or received their G.E.D in 2022.
- Probation Officers made 25,402 contacts with youth in 2022.
- Probation Officers serviced 1,552 youth and families in 2022.
- The use of GPS monitoring as an alternative to detention saved the City of Philadelphia, \$13,160,503.
- A total of \$20,580 in illegal narcotics was confiscated in 2022.
- A total of 26 firearms were removed from Philadelphia streets.
- During 2022, staff from the Philadelphia Juvenile Probation Department completed a combination of 6,876 training hours.
- The Fiscal Unit, collected \$217,047 in restitutions, court costs, and filing fees for the Juvenile Branch. This year the branch continued a project that cleared the court fee balances of those individuals that the Judiciary either waived, remitted, or revoked. This action allows defendants to be free of all obligations and burdens associated with a case, that may have happened years ago.
- 92.6% of juveniles completed their restitution obligation to victims.
- The Truancy Unit held over 1,800 hearings in 2022.
- The Truancy Unit discharged 726 cases in 2022.
- The Victim Services Unit served 1,593 victims in 2022 and supplied victims with a total of 2,831 services in 2022.
- 638 Termination of Parental Rights Petitions granted in 2022.
- 686 Adoptions Petitions granted in 2022.



JUVENILE BRANCH - DELINQUENCY

FAMILY DIVISION

Justice is best served when the community, the victim and youth receive balanced attention and all gain tangible outcomes from their interaction with Juvenile Probation.

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. In Philadelphia, the Juvenile Justice System Enhancement Strategy has been embraced to enhance and achieve Balanced and Restorative Justice (BARJ). The Juvenile Probation Department provide supervision and service to Philadelphia's youth and families in need. The Probation Department aims to transform youth and reduce recidivism by utilizing initiatives that strengthen youth and focus on behavioral change. In 2022, over 1,550 youth and their families benefited from Juvenile Probation's interactions and services.

Outcomes for Philadelphia's youth under probation supervision continue to trend positively, in a recent Juvenile Court Judges Commission (JCJC) report on cases closed between 2007 thru 2019, recidivism rates for youth under probation have continued to trend downward.

JUVENILE JUSTICE SYSTEM ENHANCEMENT STRATEGIES

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 System Enhancement Strategies (JJSES). JJSES has four stages 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 two evidence-based risk assessment tools, the Youth Level of Service (YLS) and the PA Detention Risk Assessment Instrument (PADRAI). The YLS instrument assists the juvenile probation officer (JPO) by determining the top criminogenic needs and along 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 dosage and duration 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 services to a youth can be detrimental to their progression on supervision.

By utilizing evidence-based practices such as the YLS and Graduated Responses, Juvenile Probation is addressing competency development, accountability, and community protection. The stages are fluid and currently, Philadelphia moves between stages two and three of JJSES as these stages focus on the behavior change of the juvenile.

Philadelphia County has four staff trained in the Standardized Program Evaluation Protocol (SPEP). The purpose of "SPEP'ing" a program is to assure that the provider is offering the appropriate evidence-based programming that is specifically aligned with the recommended dosages and durations. SPEP is part of Phase 3 under JJSES and allows counties to assess the fidelity of how services are being delivered to youth on supervision. These trained staff members are now considered Level 1 SPEP'ers, and along with staff from Evidence-based Prevention and Intervention Support (EPIS), are in the final stages of SPEP'ing one of Philadelphia County's Evening Reporting Centers. The Post-ERC services youth in community settings and it is used by the county as an alternative to residential placement.

RISK ASSESSMENTS – YOUTH LEVEL OF SERVICE

To assess a youth's level of risk, an actuarial instrument is used to determine each youth's criminogenic needs. With the Youth Level of Service (YLS), a JPO is required to conduct a specific number of visits for each juvenile per month depending on the level of risk. As part of JJSES' Stage 2 initiation phase, a juvenile's risk is assessed by an interview which is conducted with the JPO, the youth, and his or her family with respect to the 8 criminogenic needs: Prior and Current Offenses, Family Circumstances/Parenting, Education/Employment, Peer Relations, Substance Abuse, Leisure/Recreation, Personality/Behavior, and Attitudes/Orientation. Identifying the criminogenic needs assists the JPO with selecting the appropriate community-based resource for the juvenile.

In 2022, 841 initial YLS assessments were conducted, in comparison to 848 conducted in 2021. The initial YLS is conducted prior to a youth being placed on supervision. The reassessments are subsequently completed 6 months after the initial YLS or within 90 days of a major event occurring in the youth's status (a new arrest or major non-compliance that would result in congregate care). The incremental YLS assessments are completed to better address the youths changing needs. The closing YLS is completed when the youth is discharged from probation supervision. In- House Data indicates when appropriate services are provided for the top 3 criminogenic needs, the risk to re-offend can decrease.



JUVENILE BRANCH - DELINQUENCY

FAMILY DIVISION

GRADUATED RESPONSE

As part of JJSES' Stage 3 behavioral change phase and aligned with reducing the utilization of secure detention and reducing the population in residential placements, one of the components integral to the strategy is Graduated Response. Philadelphia diligently worked on developing a Graduated Response approach that is palatable to all parties involved. With a Graduated Response approach, juveniles can earn incentives when completing short- and long-term goals and receive interventions for non-compliance. This system was created with the assistance of a consultant from Drexel University along with a committee, including JPO's, Supervisors and management team members. JPOs develop individualized case plans for each juvenile, and the juveniles are incentivized upon the completion of short- and long-term goals. Incentives can be powerful when used meaningfully. Incentives range from a reduction in court ordered restrictions to gift cards or movie tickets. Interventions range from reworking the action steps to the case plan to residential placement. The Graduated Response model has been in practice since 2020.

In 2022, 89% of youth discharged from supervision successfully completed a case plan, completing short- and long-term goals. Of these youth, 72% participated in skill building tools and/or cognitive behavioral group interventions.

EVENING REPORTING CENTERS

The Philadelphia Juvenile Probation Department has a total of 4 Evening Reporting Centers (ERCs) that are used in the Graduated Response continuum and allow youth to safely remain in their communities, with meaningful programming, under structured supervision. The first Evening Reporting Center was launched in 2013 and has been successful in providing the judiciary alternatives to detention and alternatives to placement options. With the 4 ERCs, we can service youth at every point of involvement in the Juvenile Justice System- giving youth an opportunity for community-based programming. The Pre ERC services pre-trial youth as an alternative to secure detention; the Post ERC services youth as alternative to residential placement; the Community Intervention Center services youth on deferred adjudication; and the Aftercare Evening Reporting Center services youth who are discharged from placement. During calendar year 2022, 229 juveniles were served by our ERCs. Youth were able to obtain vital documents, driver's licenses, State ID, and working papers. The ERC's provided skill building techniques, counseling, mentorships, and positive recreational activities. The ERCs continue to provide evidence-based programming and services that will empower our youth to make appropriate decisions and reduce recidivism.

JUVENILE DETENTION ALTERNATIVE INITIATIVE (JDAI)

The Juvenile Probation Department continued its commitment to the Annie E. Casey Foundation's Juvenile Detention Alternative Initiative (JDAI) by focusing on safely reducing reliance on secure confinement. JDAI works to strengthen the Juvenile Justice System through a series of interrelated reforms known as the eight core strategies. JDAI is a data-driven initiative, and data is used to determine which core strategies system partners prioritize. Once priority strategies are identified, key system partners meet regularly to review data, discuss policies, identify and implement system improvements, and track progress towards changes over time.

The following reflect JDAI accomplishments in FY 2022 and early 2023:

- Completing a System Assessment and Detention Snapshot Study reflecting the current state of Philadelphia's Juvenile Justice system through the lens of JDAI's 8 core strategies.
- Recruiting and re-establishing a JDAI Collaborative Board comprised of leaders across Juvenile Justice system partner agencies. The JDAI Collaborative Board met four times between August 2022 - December 2022 and determined two JDAI priorities for FY 2023 (based on data from the System Assessment and Detention Snapshot): Admissions/Alternatives to Detention and Case Processing.
- Establishing Strategy Committees to address the two priority areas established by the Board; committee work kicked off in January 2023. Workplans for both committees include reviewing existing policies, processes, and data to make informed decisions about areas for system improvement and implementing necessary reforms.
- Participating in statewide Pennsylvania Detention Risk Assessment Instrument (PaDRAI) Committees tasked with on ongoing oversight and discussion of statewide PaDRAI policies, processes, reporting, and quality improvement.
- Ongoing partnership with Department of Human Services – Juvenile Justice Services (DHS-JJS) colleagues on program oversight for Philadelphia's four evening reporting centers, including work towards creating robust, systematic quarterly reports in partnership with providers.
- Conceptualizing and implementing a "Safety Valve" process to help promote day-to-day case processing improvements on behalf of youth in secure detention at the Philadelphia Juvenile Justice Services Center. The Safety Valve process is complementary to ongoing case review processes co-facilitated by the Juvenile Probation Department and DHS-JJS.



JUVENILE BRANCH - DELINQUENCY

FAMILY DIVISION

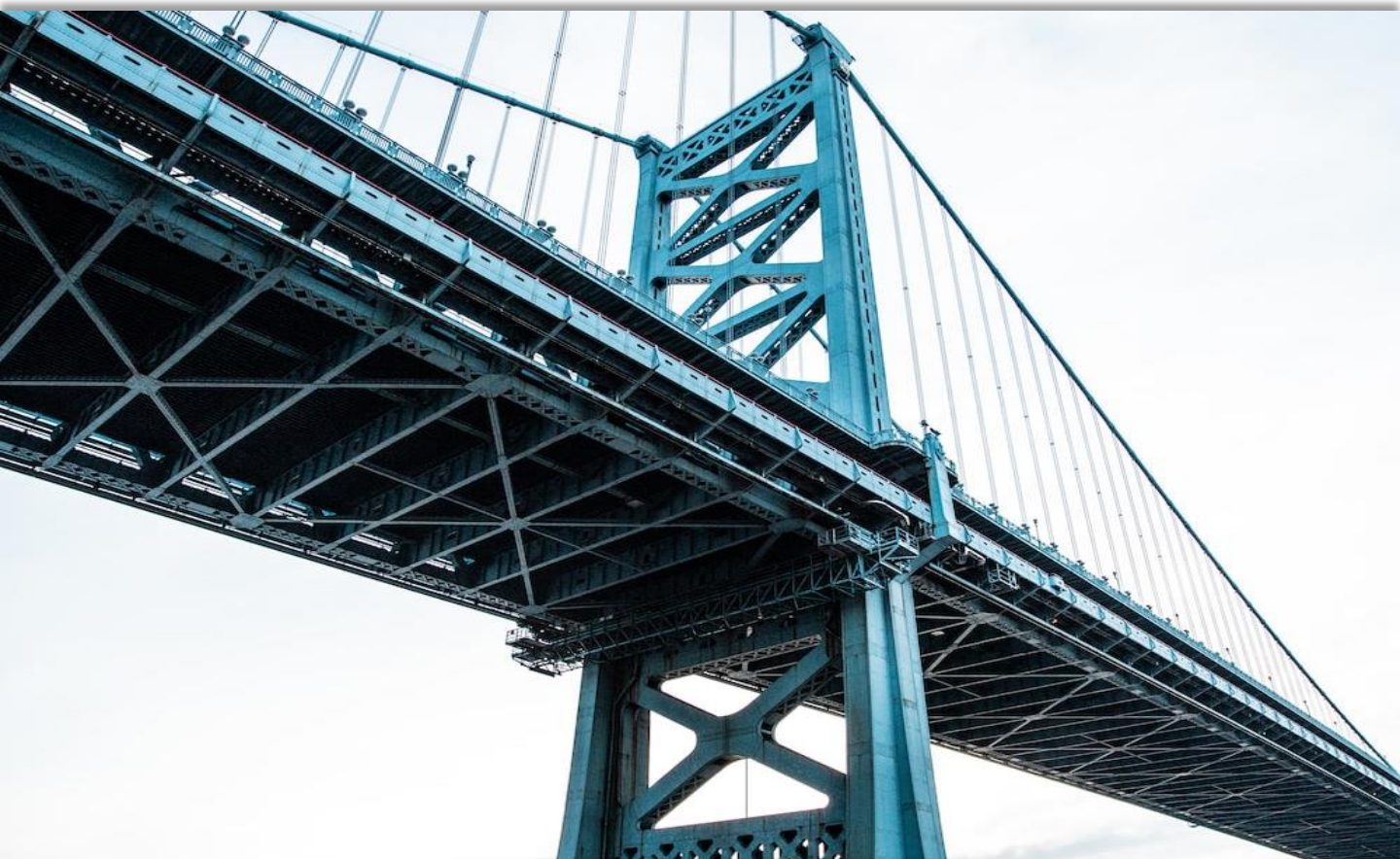
PRIVATE CRIMINAL COMPLAINTS

Juvenile Probation is at historic lows with respect to juveniles under formal supervision. However, we are finding that now more than ever, a significant amount of youth entering the system need greater support to their underlying complex trauma issues. Family involvement is key to successfully transition youth out of probation supervision. Families have greater access to supports and services offered by Probation and through referrals made to the Department of Human Service (DHS) and the Department of Behavioral Health (DBH) providers. Accessing and actively participating with the available services fosters better choices and increases the likelihood of positive outcomes for youth and families. Engaging youth in our communities and coordinating services that have an evidence-based or promising practice component is critically important to the overall supervision of youth and lends to a more holistic approach to addressing any criminogenic needs presented.

As such, diversionary efforts have continued, enhanced supervision has increased, the utilization of promising practices and evidence-based program solutions have expanded, and more accountability has been placed on service providers that provide support and care for our youth in communities.

One of our important Diversionary Programs to highlight are the services provided through our Private Criminal Complaints (PCC) Office. The PCC Office schedules mediation hearings for youth between the ages of 10-17 where the youth allegedly committed a criminal act. The hearings address the allegations and develop resolutions in a safe environment while preventing police involvement. To prevent matters from moving to a formal court proceeding, PCC will make recommendations and offer community-based services to participants for a peaceful, safe outcome.

In 2022 the PCC Office processed 518 complaints and successfully mediated 468 of the complaints filed. The PCC Office has communication with all Safe School Advocates and Community Relations Police Officers to share community-based services. The PCC Office continues to make every effort to continue its mission to attain a peaceful resolution with matters pertaining to youth, families, schools, and police. The PCC Office strives to ensure mediation for complaints made so that the community may be safer for all who are involved. This will lead to better communication and understanding for our clients and the communities that they live in.





SPECIALTY COURTS

FAMILY DIVISION

The Specialty Courtrooms of the Family Division address a range of complex cases often requiring additional supervision services, supports, therapies, and multi-agency involvement.

The mission of the Specialty Courts is to provide specialized treatment services to youth and their families. The team also coordinates and supervises the delivery of various support services to address the problems contributing to the juveniles involvement in the justice system. In treating the root cause of the negative behaviors, Specialty Courts aim to reduce recidivism and encourage positive outcomes for all participants. Successful completion of Specialty Court programs offers youth opportunities for deferred adjudication and record expungement.

CROSSOVER COURT

Crossover Court handles cases involving children who have open dependent and delinquent matters, as well as cases in which there is a court ordered mandate for Shared Case Responsibility. 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. Supervising Judge Walter J. Olszewski presides over Crossover Court.

Arrests decreased during COVID-19 and this has contributed to a lower number of cases in Crossover Court. With the smaller caseloads, this has allowed juvenile probation officers to participate in more individual service plans, interagency meetings, and Joint Assessment Meetings (JAM). Joint Assessment Meetings (JAM) are conducted to develop a coordinated single case plan where all members involved provide input. Probation officers work cohesively with the Department of Human Services (DHS) and the Community Umbrella Agencies (CUA) to provide the best possible services for juveniles in the community and for the juveniles in dependent residential facilities.

In 2022, 132 juveniles were reviewed in Crossover Court, resulting in 1,236 hearings. 93 youth were discharged from Crossover Court, 54 were completely discharged from probation supervision, 33 of the youth were on deferred adjudication, and 1 juvenile was issued a consent decree preventing the juvenile from receiving an adjudication on their record.

JUVENILE TREATMENT COURT

The mission of Juvenile Treatment Court (JTC) - a problem solving 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 treatment with intensive judicial and interdisciplinary oversight. The intended results are to develop socially responsible juveniles and safer communities.

Collaboration between the Public Defender's Association, The District Attorney's Office, the Juvenile Probation Department, Department of Behavioral Health, Department of Human Services, Philadelphia Health Management Corporation, and various Treatment Providers was initiated in 2004 and has been operating successfully since its inception. The Intensive Outpatient Programs (IOP) continued to be utilized consist of a combination of group therapy and individual therapy, peer support and medication management. These IOP programs have developed partnerships with subsidiaries to develop trauma – informed, evidence-based substance abuse programs for the adolescent youth in Treatment Court.

For 2022 there were 25 Juveniles referred to JTC; 10 were admitted, six graduated, and 27 had their records expunged. This year, four cases were closed, and one case was transferred out of county. On average there were 2.083 youth referred per month. No youth were removed for non-compliance to the program this year, and there are no youth on active bench warrant status.

In November 2022, Motivational Interviewing Training took place for 15 JTC staff and providers at Philadelphia Family Court to increase compliance with treatment, reduce violations, reduce recidivism, and improve outcomes.



JUVENILE PROBATION

FAMILY DIVISION

EFFORTS TO ADDRESS JUVENILE VIOLENCE

The Juvenile Probation Department is committed to the Balance and Restorative Justice Principles (BARJ) adopted throughout the State of Pennsylvania and supported by the Juvenile Court Judges' Commission and the Pennsylvania Council of Chief Probation Officers. Addressing juvenile violence is vital to ensure our young people thrive academically, while also ensuring that every youth under supervision is given the opportunity to become productive citizens in the City of Philadelphia.

To this end, The Violence Prevention Partnership (VPP) and the Juvenile Enforcement Team (JET) are units within the Probation Department that focus on youth who are most at-risk of being involved in gun violence. Enforcement and supervision efforts include, but are not limited to, warrant services, probation searches, debriefing interviews, area patrols, and high intensity supervision for youth within specified police districts within the City of Philadelphia. With assistance from our valued law enforcement partners regarding community targeted field operations, the VPP and JET units work arduously to positively impact the lives of young people under supervision, while also considering the community protection portion of the Balanced and Restorative Justice principles.

Initiatives during Calendar Year 2022 included:

- Targeted operations with Attorney General's Office Gun Violence Task Force.
- Philadelphia Police Department – Detective Bureau Divisional Warrant Initiatives.
- Informational Presentations for Philadelphia Police recruits.
- Multi-Agency Office of Violence Prevention Warrant Task Force.

PROTECTING THE COMMUNITY

Protecting the community from delinquency is one of the key tenets of the mission of the Juvenile Justice System. The paragraphs below highlight how the Probation Department and their law enforcement partners protect Philadelphians.

As part of their enforcement and supervision duties, our Juvenile Armed Officer Units in conjunction with our local law enforcement partners perform probation searches and deliver warrant services.

The work of our Armed Officer Units is vital as it prevents further violence and blight in our communities, potentially saving lives.

CONFISCATION AND SEIZURE OF ILLEGAL ITEMS

In 2022, a total of \$20,580 in illegal narcotics were confiscated. Additionally, 26 firearms were removed from Philadelphia streets, and 76 juvenile bench warrants were safely apprehended.

Most notably, the Juvenile Armed Probation Units with law enforcement participated in the second annual "Operation Priority Takedown", a sweep concentrating on perpetrators of violent crime and perpetrators with outstanding warrants and a history of gun charges. Seventy-two Officers were involved in the operation that served 209 warrants, 31 offenders were taken into custody on charges including possession of firearms, aggravated assault, burglary, robbery, rape, sexual assault, and other offenses. This operation seized two guns (9mm and 380 caliber) as well as fentanyl with a street value of \$1,350.

JUVENILE GLOBAL POSITIONING SYSTEM (GPS) PROGRAM

The Global Positioning System (GPS) program serves as an alternative to secure detention or placement and allows youth to remain safely in their communities. The GPS component is a valuable community supervision tool that allows youth to remain at home while under strict monitoring conditions. As we continue to reduce the reliance of residential placement services, we find that the utilization of GPS is a valuable instrument that provides the additional motoring capabilities to at-risk youth in their communities. There were 1,976 youth monitored by the GPS unit in 2022.

Out of the total 1,976 youth monitored by the GPS unit, 1,191 of those youth were placed on GPS, as an alternative to secure detention.

In 2022, at the Juvenile Justice Services Center the per diem rate is \$600.00, with an average stay of 60.57 days. The total cost of stay for the 1,191 youth at the JJSC would cost \$43,283,322.

On GPS, the 1,191 youth at a daily per diem rate of \$6.15 for approximately 60.57 days costs \$443,654, saving \$42,839,668 in secure detention costs.



ENGAGING YOUTH

FAMILY DIVISION

STUDENT TRANSITIONAL CENTER

Youth are discharged from State and Private residential facilities throughout the year, and as such, youth transition to community-based or alternative school settings to continue their academic goals. The Juvenile Probation School District Probation Liaison (SDPL) partners with the Philadelphia School District (PSD) to assess a 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 SDPL and STC staff work collaboratively to evaluate school transcripts, academic credits, and Individual Educational Plans (IEPs), so youth are assigned to the most appropriate academic setting in their community.

To ensure a seamless transition the residential care facility completes a referral form documenting the child's academic accomplishments while in care, the child's interest in vocational training or any interest the child has which would help in designating the appropriate educational setting upon returning to the community. These forms are presented at the child's discharge planning meeting which is held prior to discharge from the facility. The child, residential placement staff and a school district representative are present in the meeting to assist in an educational discharge plan. The meeting is held to assist in a smooth transition into the proper academic setting upon release from the residential facility.

In 2022 there were 212 intakes processed at the STC. Of the 212-youth reporting to the Student Transition Center, 62 were assigned to Comprehensive neighborhood schools and 37 youth were assigned to a Transitional School (ACT 88 school assignment). There were 21 youth assigned to an accelerated school program for credit recovery. The remaining youth were assigned to alternative school programs offered by the Philadelphia School District, private schools, GED programs or charter schools.

COMMUNITY RELATIONS UNIT

The Community Relations Unit (CRU) was created to engage community members and provide information on services and supports Family Court has to offer. The Unit was tasked to provide outreach to all community partners and to gather resources that would assist Juvenile Probation Officers (JPOs), probationers, and their families with the hopes of improving outcomes.



Many times, throughout the year the Unit offers opportunities for our clients to engage in their communities via discussions with leaders and law enforcement, charity drives, sporting events, and participation in athletic programs.

In July, and in conjunction with Philadelphia Police, Phi Beta Sigma and other law enforcement agencies, the CRU participated in an all-day event for youth that would specifically focus on gun violence prevention. The activities included techniques for de-escalation as well as training on how to bridge the gap between law enforcement and communities of color. Close to 50 court involved youth participated in this thoughtful event at Benjamin Franklin High School.

During Pennsylvania's annual Juvenile Justice Week, the unit participated in and hosted several events and activities scheduled daily throughout the first week of October. This included an evidence-based practice training and workshops for the Juvenile Probation Staff, a restorative justice circles, engaging youth in custody at the Philadelphia Juvenile Justice Services Center, and a youth roundtable discussing prevention, intervention, and deterrence with Philadelphia Police Commissioner Danielle Outlaw.



ENGAGING YOUTH

FAMILY DIVISION

COMMUNITY SUPERVISION

Community supervision is essential when attempting to treat and rehabilitate youth involved in the juvenile justice system. The Probation Department has 10 units that meet regularly with youth and families within the community. The Juvenile Probation Officers conducted 12,516 contacts in the field with youth and families in calendar year 2022. Aside from field contacts, 12,754 telephone contacts, and 132 virtual contacts were conducted to aid with the supervision of youth while in residential care. Virtual contacts have now served as an additional tool that facilitates communication with youth, treatment counselors, and support staff while in residential placement settings, especially when youth are on quarantine status due to virus mitigation efforts at facilities.

TRAINING UNIT

The Training Unit develops, provides, and arranges quality trainings designed for both individual and organizational needs. To accomplish this, the unit regularly seeks out and presents diverse training opportunities for court staff. The virtual training trend that began due to the COVID pandemic in 2020 continued throughout 2022. In-person trainings increased in frequency and size throughout 2022 compared to that of 2021.

In addition to developing and providing training, the Unit provides technical assistance on policies and procedures in the Juvenile Branch.

The Training Unit manages the student internship program which aims to provide a well-rounded experience and educate students in areas such as court service, court operations, intake, diversion, and juvenile probation practices. A total of five interns were monitored during the 2022 calendar year. As universities continued to utilize a hybrid model of virtual and in-person learning in 2022, training staff remained in constant communication with all students and universities to provide interns with the best experience possible. Interns had opportunities to participate in observations of probation units, courtrooms, and virtual trainings. All interns provided positive feedback on the experiences received during their internship.

During 2022, staff from the Philadelphia Juvenile Probation Department completed a combination of 6,876 training hours, an increase of approximately 600 hours from 2021. In addition to ongoing Juvenile Justice System Enhancement Strategies (JJSES) initiative trainings, other training topics included LGBTQ awareness, autism awareness, victim awareness, cognitive behavioral change, current drug trends among youth, self-care techniques, and trauma-informed trainings focused on various secondary topics.

In March 2022, two JPOs and the Victim Services Supervisor were trained to facilitate Victim/Community Awareness Curriculum. In December 2022, four Juvenile Probation Staff were certified to deliver Cognitive Behavior Change Curricula.

Also, during the 2022 calendar year, the Training Unit staff provided Juvenile Probation Supervisors with monthly updates on training hours for their staff members. This helped ensure Probation Officers were on track to complete the required 40 years of training.

One orientation session in was held in 2022 with a total of 9 new JPOs. The JPO trainee orientation includes various modules that provides a foundation of juvenile probation practices including case management basics, officer safety, victim awareness, computer applications, courtroom presentation best practices and more. The Training Unit coordinates with staff that attend the Shippensburg University graduated program offered through JCJC. In August 2022, three JPOs were accepted into the graduate program and began their studies to earn the Master of Science in Administration of Juvenile Justice.

Armed Officer Probation (AOP) trainings were coordinated with the Directors of the AOP units. In addition to the various trainings offered, the AOP officers also participated in the required trainings to maintain firearm status.

JAMES E. ANDERSON CONFERENCE

In 2022, the Pennsylvania Annual Juvenile Justice Conference hosted by the Juvenile Court Judges Commission was held in-person for the first time since 2019. The conference Back and Better: Pennsylvania Juvenile Justice's Journey of Introspection and Improvement opened interactive sessions focused on discussing critical issues from the effects of the global COVID-19 pandemic on Juvenile Justice and needs for the future. The following two days included various workshops including a wide range of topics. There were two plenary sessions concentrating on advancing racial equity and inclusion and the significance of vicarious trauma and self-care. A total of 15 staff from the Probation Department including Probation Administration, supervisory staff, and probation officers virtually attended the conference. In addition, numerous judges, Juvenile Court Hearing Officers, and court administration staff participated in the conference.



STATISTICS - DELINQUENCY

FAMILY DIVISION

VICTIM RESTORATION

- **\$120,467.28** in restitution collected for victims of juvenile crime.
- **95.8%** of juveniles whose cases were closed in 2022, successfully completed a victim awareness curriculum while under supervision.
- **468** Private Criminal Complaints filed by citizens were successfully resolved through mediation.

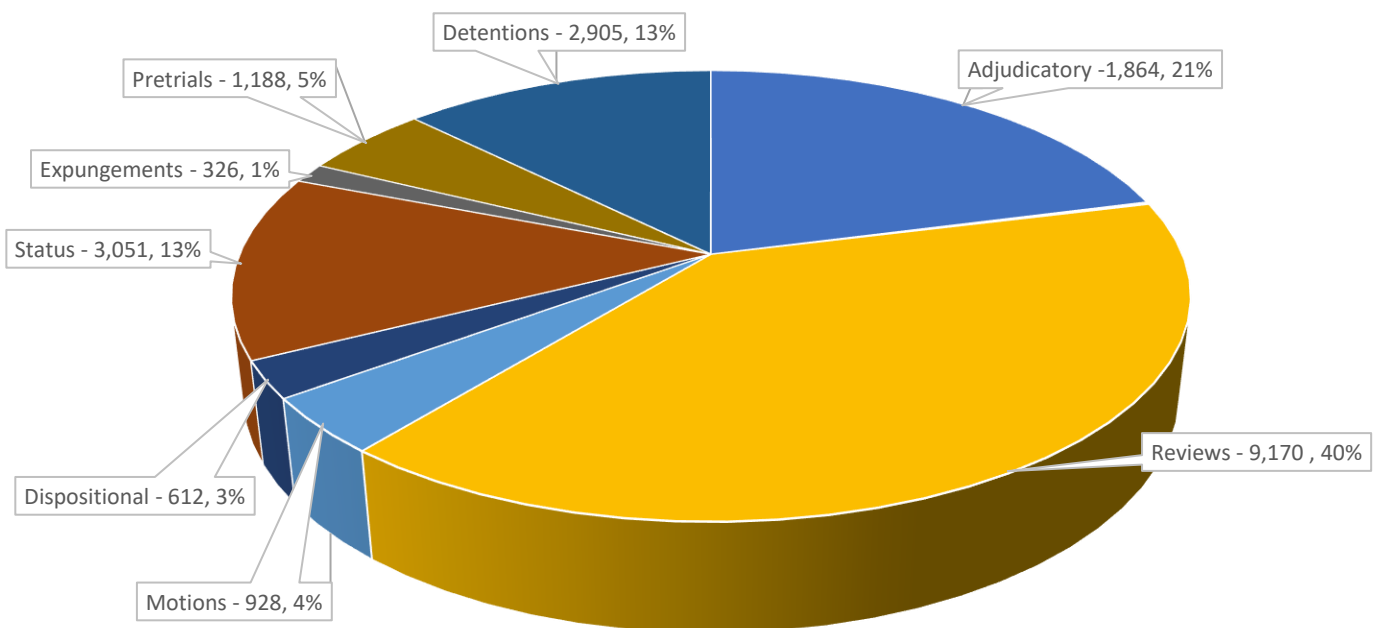
YOUTH REDEMPTION

- **4,029** hours of community services were completed by youth, which at minimum wage scales translated to **\$29,210.25** in services to neighborhoods and citizens in Philadelphia.
- **94** youth completed their H.S. Diplomas or G.E.D. while either in congregate care, or at their assigned community schools.

COMMUNITY PROTECTION

- **\$20,580.00** worth of illegal narcotics was confiscated through probation enforcement operations.
- **26** illegal firearms were confiscated via probation searches.
- **95.8%** of juveniles successfully completed supervision without a new offense resulting in a Consent Decree or Adjudication of Delinquency.

2022 DELINQUENCY HEARINGS (Total 23,054)





JUVENILE BRANCH - DEPENDENCY

FAMILY DIVISION

The 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.

When handling child abuse and neglect cases, the Juvenile Court must strike a delicate balance between parental rights and children's rights, between family stability and child safety, guided by the mission and goal set-forth. At every stage of the court proceeding, the courts obligation is to act in the best interest of the child. Whenever possible, the Court strives to preserve and strengthen families so children can be raised in their own homes.

The Juvenile Court is committed to improving the dependency system in all respects by actively engaging in collaborative efforts with system-wide partners. One of our most successful collaborative efforts, the Philadelphia Local Roundtable (PLR) 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, colleges, universities, and hospitals attend quarterly Roundtable meetings to share promising practices, address areas of concern within the county's dependency system and to work towards overcoming barriers to timely permanency for children.

Philadelphia County also continues to follow the goals set forth in Pennsylvania's Permanency Initiative (PPI), an initiative that seeks to achieve permanency for older youth by utilizing Family Finding, Family Group Decision Making, and by scheduling regular 90-day hearings. At the end of 2022, there are currently 785 youth identified as PPI.

FAMILY ENGAGEMENT INITIATIVE (FEI)

Philadelphia County is continuing to follow Pennsylvania's Family Engagement Initiative (FEI) - a program, designed to further collaborative efforts between the judiciary and child welfare agencies to improve permanency and to enhance meaningful family involvement in the child welfare system.

Meaningful family involvement increases the likelihood that children will safely remain in their own home or will be placed with family if out of home placement is necessary. In addition, the initiative focuses on the well-being of the child as well as the entire family. FEI builds upon the county's implementation of the Permanency Practice Initiative by focusing on three components designed to meaningfully involve family.

During 2022, the Court has received 1,109 Crisis/Rapid Response Family Meeting reports, 12,442 Family Finding Report to the Courts, and 1,376 Resource Family Reporting Forms. Also, the Courts have assigned 1-2 CUAs and grouped attorneys for each courtroom to assist with a better flow and availability.

The Enhanced Legal Representation piece has been instrumental in creating a more cohesive partnership between the courts and the attorneys that practice in Philadelphia. The FEI email account has successfully improved communications between attorneys and the courts.



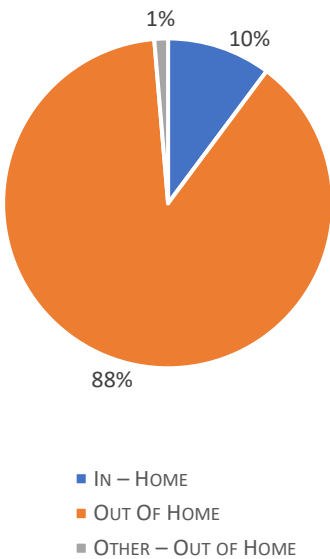


STATISTICS - DEPENDENCY

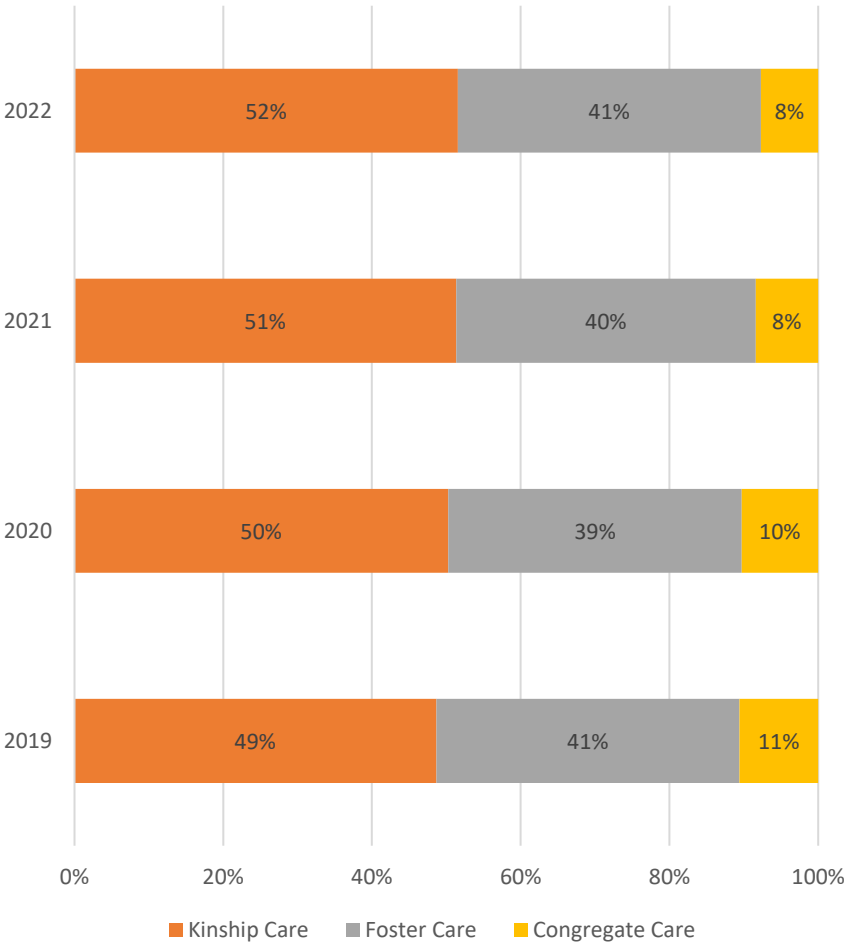
FAMILY DIVISION

OUT OF HOME PLACEMENTS	2019	2020	2021	2022
KINSHIP CARE	2,540	2,399	2,183	1,938
FOSTER CARE	2,127	1,883	1,713	1,532
CONGREGATE CARE	551	489	356	289
TOTAL NUMBER OF CHILDREN	5,218	4,771	4,252	3,759
SOURCE: CPCMS 3943 REPORT				

PLACEMENTS IN 2022



PERCENTAGE OF CHILDREN PLACED OUT OF HOME



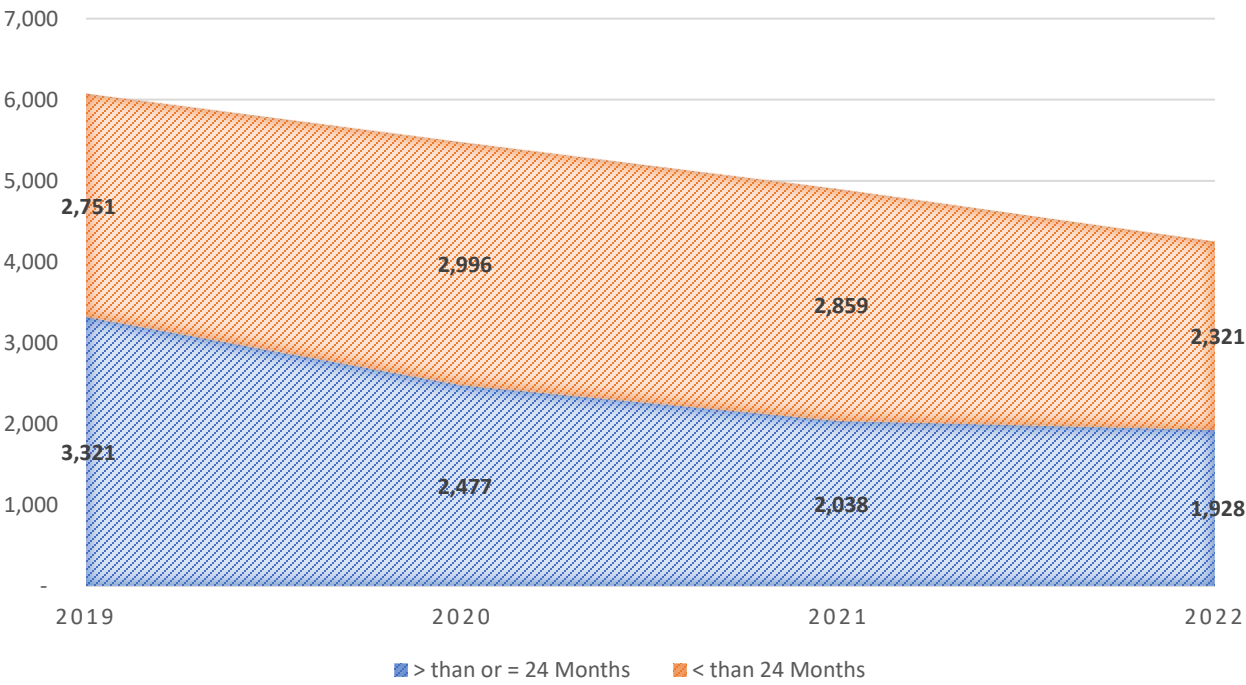
	2019	2020	2021	2022
ALL CHILDREN UNDER COURT SUPERVISION	6,072	5,473	4,897	4,249
SOURCE: CPCMS 3943 REPORT				



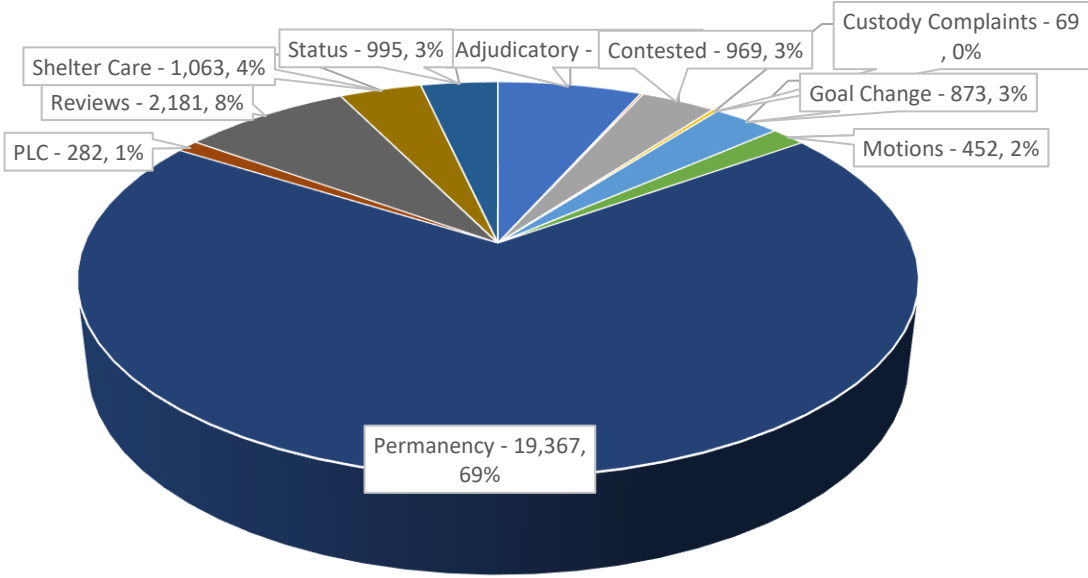
FROM 2019 TO 2022 THE NUMBER OF CHILDREN IN/UNDER:

➤ out of home care has	decreased by 1,459 or -28%
➤ kinship care has	decreased by 602 or -24%
➤ foster care has	decreased by 595 or -28%
➤ congregate care has	decreased by 262 or -48%
➤ court supervision has	decreased by 1,823 or -30%
➤ court supervision for 24 months or less	decreased by 1,393 or -42%

LENGTH OF TIME UNDER COURT SUPERVISION



2022 DEPENDENCY HEARINGS (28,150)





JUVENILE BRANCH - ADOPTIONS

FAMILY DIVISION

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 branch processes, schedules, and reviews all Termination of Parental Rights and Adoption petitions filed in Accordance with the Pennsylvania Adoption Act and the Orphan’s Court Rules. The Adoptions Branch also conducts searches to assist clients in locating families and children that have been involved in past adoption proceedings.

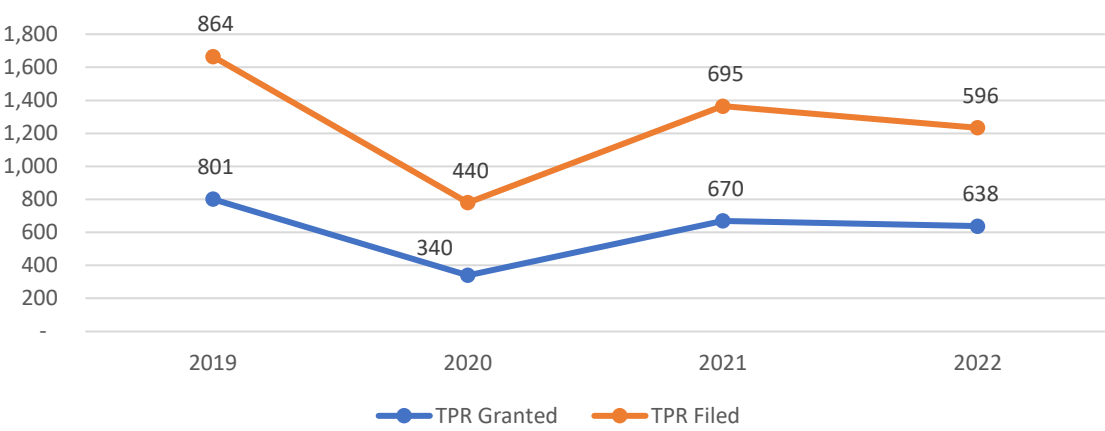
If it is determined that family reunification is not possible, adoption may be named as the permanency plan goal. Adoption can only be named as the permanency plan goal once the Termination of Parental Rights (TPR) Petition and the goal change petition is granted.

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

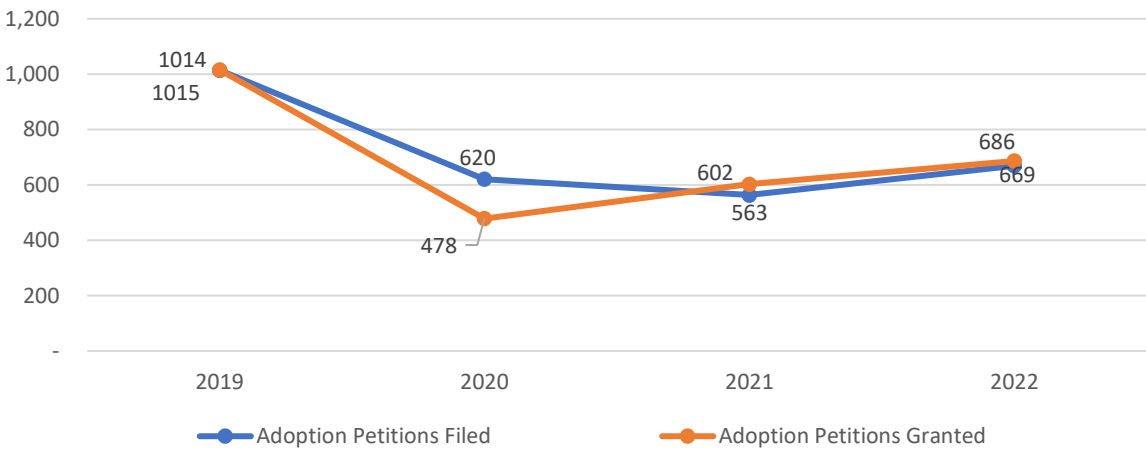
Over the past few years, the Adoptions Branch has made a conscious effort to improve AARC Courtroom efficiency and reduce AARC inventory.

- 596 Termination of Parental Rights Petitions filed in 2022.
- 638 Termination of Parental Rights Petitions granted in 2022.
- 669 Adoption Petitions filed in 2022.
- 686 Adoption Petitions granted in 2022.
- In November 2022, Family Court celebrated National Adoption Day. Festivities included an adoption finalization ceremony and tons of family fun activities.

TERMINATION OF PARENTAL RIGHTS ACTIVITY



ADOPTION ACTIVITY





JUVENILE BRANCH HIGHLIGHTS

FAMILY DIVISION

Juvenile Branch Petition Filings	2021	2022
Delinquent Filings		
New Filings (Dockets Created)	1,674	1,999
Dependent Filings		
New Abuse/Neglect and Status Offense Filings	1,471	1,344
Adoption Filings		
New Adoption Filings	563	669
Relinquishments	695	596
Total Adoption Filings	1,258	1,265
Total Juvenile Petition Filings	4,403	4,608
Yearly Hearing Activity		
Dependency Court	24,663	28,150
Delinquency Court	22,401	23,054
Total Juvenile Hearings	47,064	51,204
Yearly Activity by Unit or Support Service		
Juvenile Probation		
Youth on Probation	1,600	1,552
Field Contacts	29,285	25,402
Average Length of Stay in Days at the Juvenile Justice Center and Community Based Detention Centers	20.00	60.57
Total Youth Monitored by GPS Unit per Year	1,854	1,976
Youth on GPS Monitoring as an Alternative to Detention	1,109	1,191
Diversion		
Youth Aid Panel	293	189
Informal Adjustments	-	2
JCJC Outcome Measures		
Closed Cases	768	663
Community Service Hours Completed	5,828	4,029
Juveniles Without A New Offense**	733	606
<i>**Resulting in a Consent Decree, Adjudication of Delinquency, or Finding of Guilt.</i>		
Yearly Activity by Unit or Support Service		
Victim Services Unit (VSU)		
Victims and Families Served	1,364	1,593
Total Services	2,186	2,831
Court Accompaniments	-	-
CPCMS Restitution to Victims (held back)	\$1,809.89	\$2,746.12
Project Start Truancy		
Total Cases with hearings scheduled at Regional Courts and Courthouse(s)	2,182	1,812
Total Cases Discharged	1,106	726
Training Unit		
Training Hours Completed	6,247	6,876
Substance Analysis Unit		
Court Ordered Specimen Testing	2,843	5,799
Fiscal Unit Collections		
Restitution Payments	171,751	190,483
Court Costs/Fees Juvenile	29,781	26,564
Adoption Branch Filing Fees	75,572	265,169
Total Fiscal Unit Collections	\$277,104	\$482,216



DOMESTIC RELATIONS BRANCH

FAMILY DIVISION

Under the leadership of Deputy Court Administrator, Edward V. Lehmann, Jr., Directors, Roy C. Chambers; Joseph P. McGill, Esq.; and Fred Keller the Domestic Relations Branch consists of over 20 operational units and has jurisdiction over paternity establishment; child and spousal support order establishment, order modification and enforcement; custody; divorce and domestic violence matters. DCA Lehmann 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. Thirteen judges are assigned to Domestic Relations to preside over all support, custody, divorce, and domestic violence matters, including criminal abuse matters.

THE TITLE IV-D CHILD SUPPORT ENFORCEMENT PROGRAM

Mission Statement

Partnering with the Federal Office of Child Support Services (OCSS) 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.

Highlights and Statistics

- In 2022, child support collections totaled nearly \$135M.
- In 2022, there were approximately 68,000 total filings in the Domestic Relations Branch (19,687 custody, 26,440 support, 8,034 domestic violence and 13,403 divorce) and more than 73,000 interim and final orders entered (31,581 custody, 14,034 support, 23,637 domestic violence, and 3,866 divorce).
- In October 2022, to increase support order establishment and collections, establishment and enforcement conferences returned to in-person.
- In 2022, Family Court partnered with the City of Philadelphia Office of Health and Human Services to explore funding and opportunities to resume the Custody Visitation program at facilities outside of Family Court.

INITIATIVES AND AWARDS

Consolidated Case Management System

In 2022, essential staff from the Domestic Relations Branch actively participated in an initiative to research and identify a vendor to develop and implement a comprehensive, district-wide case management system. Participation included joining multiple vendor demonstrations to thoroughly review system requirements and functionality.

Supervised Visitation Program

In 2020, because of the COVID pandemic, the Supervised Sunday Visitation Program conducted at Family Court was suspended. Since that time, Family Court has explored options to safely resume the visitation program. In 2022, Family Court partnered with the City of Philadelphia, Office of Health and Human Services (HHS) to explore funding and opportunities to resume the visitation program at facilities outside of Family Court. In July 2022, the Court received confirmation that a funding request of \$300,000 for a supervised visitation program was included in the Senate-HHS Appropriations Subcommittee. Family Court then worked in conjunction with HHS to prepare and publish an RFP for a Supervised Visitation program.

PCVA Court Personnel Award 2022

Philadelphia Coalition for Victim Advocacy (PCVA) is a membership consortium of organizations and individuals that provide advocacy and assistance to victims, co-victims, and witnesses of crime. Their mission is dedicated to improving and promoting victim rights and the provisions of a full range of high-quality victim services in the City of Philadelphia. In 2022, PCVA recognized Janine Knox in the Family Court Domestic Violence Unit as the recipient of the Court Personnel Award for her work with crime victims in Philadelphia. Janine, who has been with the Domestic Violence Unit since 2010, accepted her award at their Annual Luncheon.



DOMESTIC RELATIONS BRANCH

FAMILY DIVISION

FEDERAL PERFORMANCE MEASURES

Since Federal Fiscal Year (FFY) 2000, the OCSS 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

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 disabled 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 mucosa) 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 swabs are collected from each individual in a case, two are used for initial testing, which is usually adequate to finish a case; and the remaining two 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.

In 2022, the Genetic Testing Lab located in Family Court conducted approximately 2,245 DNA paternity tests.

SUPPORT ORDER ESTABLISHMENT/MODIFICATION

During the first three quarters of 2022, support establishment and enforcement conferences continued to be conducted using Advanced Communications Technology (ACT). For a variety of reasons, most notably, difficulty connecting with non-custodial parents, the rate at which orders were successfully established and enforced declined. Therefore, in October 2022, to increase support order establishment and collections, establishment and enforcement conferences in Domestic Relations Branch returned to in-person. While ACT is still permitted and used as necessary, the default scheduling format for all conferences returned to in-person.

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.



DOMESTIC RELATIONS BRANCH

FAMILY DIVISION

There were more than 26,000 support filings, including 15,803 new complaints for support and 6,474 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 quasi-judicial support hearing officers assigned to Domestic Relations. All support hearing officers are licensed attorneys who conduct record hearings (by audio-recording). At the conclusion of the hearing, the hearing officer prepares a "proposed order," which is the hearing officer's recommendation to the Court.

Issuance of the proposed order starts a 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 hearing officer in the report and proposed order and/or during the hearing.

There were 7,685 record hearings conducted before a hearing officer and there were 742 support exceptions filed. Under certain circumstances a case can also be "remanded" to the hearing officer 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 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 32,000 enforcement conferences scheduled before conference officers. Domestic Relations judges presided over approximately 5,100 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.

CUSTOMER SERVICE

The Customer Service Center is the first point of contact for all clients, attorneys, other courts, and the public. All inquiries received in Customer Service are directed to staff to immediately review and reply. During 2022, Customer Service Representatives had approximately 55,000 contacts with Family Court litigants; including, but not limited to, 16,062 in-person contacts, 21,058 emails received, and 6,133 telephone calls.

TOUCHPAY KIOSK

A TouchPay self-service kiosk was installed in the lobby of Philadelphia Family Court. This kiosk makes it easy and convenient for clients to make child support payments. In 2022, 556 clients utilized the TouchPay kiosk making a total of \$221,285.58 in child support payments.

NETWORKING FOR JOBS AND EX-OFFENDER RE-ENTRY PROGRAM

The Networking for Jobs and Ex-offender Reentry Program was created during 2004 to help unemployed non-custodial parents (NCP) who are required to pay child support find and keep full time employment. The Networking for Jobs and Ex-offender Reentry Program (NFJ) promotes responsible parenthood by improving work opportunities for unemployed defendants by connecting them with provider agencies. The provider agencies assistance includes career counseling, job readiness classes, peer support, transportation, job placement, on-going contact with career counselors, and additional training. Unemployed defendants are referred to the NFJ program by the Judiciary, Hearing Officers, Trial Commissioners, and Conference Officers.



DOMESTIC RELATIONS BRANCH

FAMILY DIVISION

EQUUS Workforce Solutions is the job training and placement vendor, which was contracted by DHS under the stated-funded New Employment Opportunities for Noncustodial Parents program (NEON) to provide job training and placement services to NCPs referred by NJP. In 2022 nearly 1,300 unemployed or under-employed NCPs were referred to the NFJ program. Nearly \$4.5 million was collected from formally unemployed and under-employed NCP's who obtained gainful employment after participating in NFJ. Since 2004, the Philadelphia Family Court, Domestic Relations Branch has collected nearly \$60 million from formally unemployed and under-employed NCP's who obtained gainful employment after participating in the NFJ program.

PENNSYLVANIA CHILD SUPPORT ENFORCEMENT SYSTEM (PACSES) ENHANCEMENTS: PACSES TECHNOLOGY REFRESH

In 2022, BCSE continued their multi-year, multi-phase initiative to "refresh" its aging technology and eliminate any risk of disruption to the Child Support Enforcement (CSE) program associated with outdated mainframe technology. The initiative intends to retain current functionality to protect Pennsylvania's ranking as the #1 CSE program in the country. A workgroup consisting of county staff, including key personnel from Philadelphia County, continued to work closely with BCSE designing and developing the upgraded system. Philadelphia County representatives actively participated in the System Requirements and General System Design for each phase of this initiative. In 2022, the workgroup focused on preparing for the phase that move the complex financial subsystem to the upgraded platform. Implementation of this phase is expected to occur in February 2024.

CUSTODY

The judges and custody hearing officers 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 Custody Unit by the Clerk of Family Court and the Intake Unit. There were more than 19,000 custody related filings filed with the Domestic Relations Branch, including approximately 8,700 complaints seeking to establish or modify a custody order. In 2022, the quasi-judicial Custody Hearing Officers assigned to the Domestic Relations Branch, conducted more than 9,300 custody related conferences/hearings. If an agreement is not reached at the hearing officer's conference, the hearing officer may, in some cases, direct the parties to a judge for a same-day hearing. Approximately 450 cases were referred to court directly from the hearing officer's hearing. Where no final agreement is reached at the conference, the matter will be listed for a full judicial hearing. There were approximately 14,000 custody related judicial events scheduled. Through the efforts of the custody hearing officers and judges, nearly 32,000 final and interim dispositions were entered.

DIVORCE

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 experienced Permanent Arbitrators in Divorce, who conduct non-record hearings. If an agreement is not reached before the Permanent Arbitrator in Divorce a proposed Order and Decree is issued and a party may file for a trial de novo before a Domestic Relations judge. There were 2,020 new Complaints in Divorce filed and there were 3,866 Divorce Complaints disposed. In addition to new Divorce Complaints, there were 11,383 divorce related pleadings (contested and uncontested) filed within the Domestic Relations Branch.

DOMESTIC VIOLENCE

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 Branch 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 2022, PFA petitions seeking the entry of an order totaled 8,034. In 2022, Domestic Relations' Judges presided over more than 16,500 domestic violence related events. Judges assigned to the Domestic Relations Branch 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 2022, Domestic Relations Judges conducted more than 3,700 hearings in criminal abuse cases.



HIGHLIGHTS

FAMILY DIVISION

Philadelphia Family Court
Domestic Relations Division
Title IV-D Child Support Program

DR Notes

Performance Measure Support Order	
Open IV-D Cases As of 12/22	82,283
Number of Active Children in open cases as of 12/22	109,126
Average Children /case	1.33

Collections (OCSE 34A)

	<u>Cal Yr. 2020</u>	<u>Cal Yr. 2021</u>	<u>Cal Yr. 2022</u>
TANF Collections	\$70,786,145	\$62,835,157	\$54,474,114
Non-TANF Collections	82,387,699	79,550,728	75,877,157
Sub-Total Collections	153,173,844	142,385,885	130,351,271
Non IV-D Collections	5,583,522	4,929,847	4,589,979
Total Collections	158,757,366	147,315,732	134,941,250

Case Count (157a Line 2)

Current	5,670	5,360	4,780
Former	41,813	40,581	38,313
Never	20,130	20,175	19,037
Total	67,613	66,116	62,130

Average Annual Collection Per Case (OSCE 34A)

	<u>Cal Yr. 2020</u>	<u>Cal Yr. 2021</u>	<u>Cal Yr. 2022</u>
TANF Collections	\$1,491	\$1,367	\$1,264
Non-TANF Collections	4,093	3,943	3,986
Total Collections	2,265	2,154	2,098

Accumulated Arrears Owed (October 2022 - December 2022) OCSE 157F

Philadelphia	123,606,842
Pennsylvania	722,874,766



HIGHLIGHTS

FAMILY DIVISION

Philadelphia Family Court		
Domestic Relations Branch		
Calendar Year 2022		
Total DR Filings		
Custody Filings	Custody/Confirm Custody	5,200
	Partial Custody/Visitation	654
	Modify Custody	2,944
	Contempt of Custody	1,474
	Subtotal	10,272
	Custody Exceptions	133
	Motions & Other Filings	9,282
	Total Custody Filings	19,687
Support Filings	New Complaints	15,803
	Modifications	6,474
	Contempt Petitions	2,612
	Support Exceptions	742
	Support Motions	809
	Total Support Filings	26,440
Domestic Violence	New Petitions	8,034
Divorce	New Petitions	2,020
	Misc. Filings (Contested & Uncontested)	11,383
	Total Divorce Filings	13,403
Total DR Filings		67,564
Total DR Petitions Processed		
Custody	Interim, Master and Judicial	31,581
Support	Establishment only. Disposition of contempt and motion hearings are not counted on statewide child support system - PACSES	14,034
Domestic Violence	Interim & Final	23,637
Divorce	Final & Interim Orders only	3,866
Total DR Dispositions		73,118



HIGHLIGHTS

FAMILY DIVISION

Philadelphia Family Court		
Domestic Relations Branch		
Calendar Year 2022		
Scheduled Events - Support		
		Total
Conference Officer	Establishment	21,449
	Modification	6,177
	Enforcement	31,987
	Subtotal	59,613
Hearing Officer	Establishment and Modification	7,685
	Subtotal	7,685
Judicial	Contempt of Support	5,079
	Support Motions	831
	Support Exceptions	812
	Subtotal	6,722
Total Support Events		74,020
Scheduled Events - Custody		
		Total
Hearing Officer	Custody Conferences/Hearings	9,386
Judicial	Custody Events	13,987
Total Custody Events		23,373
Scheduled Events - Domestic Violence		
		Total
	Ten (10) day hearings	9,207
	Trials	7,388
	Total Domestic Violence Events	16,595
Grand Total		113,988



MUNICIPAL COURT





OVERVIEW

MUNICIPAL COURT

The Philadelphia Municipal Court was established through a 1968 amendment to the Constitution of the Commonwealth of Pennsylvania. Municipal Court is a court of limited jurisdiction with 26 law-trained, full-commissioned judges. Led by a President Judge who is elected by peers, the Court is organized into criminal, civil and traffic divisions. Philadelphia Municipal Court provides service to the public, the Bar, civil and criminal justice agencies and the judiciary. Municipal Court Judges elected Hon. Patrick F. Dugan as President Judge in January 2019. In matters concerning liberty, safety and property, special care must be taken to ensure that all are treated fairly, efficiently, timely, compassionately and with respect. Our objectives include but are not limited to the following:

- to insure access to facilities, information, service and justice for all who encounter case processing;
- to provide the public, Bar, justice agencies and our judiciary with the enthusiastic and highly competent performance of all support functions needed for the prompt and timely processing of court matters;
- to provide our employees with the tools, training and support needed for their personal growth related to our continuing effort to improve our services; and
- to work with the public, Bar, and all justice partners.

The Philadelphia Municipal Court resumed courtroom calendars to pre-pandemic status in 2022 with the reopening of non-traffic summary trials in February and the Accelerated Misdemeanor Program (AMP) in August. Pre-pandemic, AMP operated five days per week at various police districts across the city and the Stout Center, but with fewer misdemeanor arrests, AMP piloted with one day per week at the Stout Center and one day at the East Division police district - 3901 Whitaker Ave. Municipal Court is prepared to revisit expansion should the volume of misdemeanor cases increase.

In 2022 Private Criminal Complaint lists were expanded from one day to two days per week in courtroom 408 - Stout Center to accommodate the volume of cases requiring assistance by a trial commissioner for case resolution. Additionally, Direct File Juvenile (DFJ) lists were expanded in September from bi-weekly to weekly lists to assist with providing earlier dates for juvenile matters.

GOALS

Our primary focus and goals continue to be one which strives to provide fair and efficient access to justice for the public we serve. The Criminal Division will continue to: enhance reform initiatives through expansion of diversion programs resulting in savings; reducing costs associated with trials, hearings, court-related police overtime, and lengthy prison stays for non-violent offenders. We will also strive to improve case processing by actively working towards reducing continuance rates and further initiatives to attain bail improvements. In 2023 we will continue to collaborate with our criminal justice partners to bring about additional systemic improvements, explore alternatives to incarceration for non-violent offenders, and work to reduce racial, ethnic and economic disparities.

STATISTICS

The Criminal Division continues to experience a decrease in criminal case filings due to changes in police arrest and District Attorney charging policies, court reform initiatives and the expansion of pre-arrest diversion efforts by criminal justice partners. 22,433 new felony and misdemeanor were processed during calendar year 2022, with 32,586 cases adjudicated.

FELONIES 2018 - 2022					
	2018	2019	2020	2021	2022
DISPOSITIONS	17,609	18,365	8,132	19,801	20,268
FILINGS	16,934	18,959	15,984	15,625	15,376
CLEARANCE RATE	104%	97%	51%	127%	132%



DIVERSION

MUNICIPAL COURT

VETERANS COURT

Municipal Court, in conjunction with veterans' agencies, Commonwealth & Defense attorneys, continues to successfully streamline 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. If a Veteran is unable to receive services through the VA, a liaison from the Department of Behavioral Health and Intellectual Disabilities assists with service coordination.

In 2022, Veterans Court admitted 14 Veterans and had a total of 58 active participants. Twenty Veterans, some with multiple cases successfully graduated. On 2/11/2021 Veterans Court introduced a second track for K&I cases. The successful or unsuccessful completion of Tier 1 does not preclude individuals with more serious offenses from participating in the traditional version of Veterans Court. Out of the 14 admissions in 2021, one was a Tier 1 participant and he successfully completed the program.

In 2019 an innovative partnership between Philadelphia Veterans Court, SCI-Phoenix Veterans Service unit and the Veterans of Graterford/Vietnam Veterans of America Chapter 466 was piloted. The program was designed to assist Veterans Court participants who are facing significant challenges in their lives with peer support and alternative perspectives from currently incarcerated Veterans, most of whom are serving life sentences. The self-help model consists of motivational enhancement with cognitive behavioral approaches to change a participant's mindset from that of criminogenic thinking. It is also designed to help the currently incarcerated veteran view current societal issues and changes through the eyes of a peer. The ultimate goal is to help all participating individuals develop healthy coping skills to overcome everyday ills, address veteran specific concerns that may have led them each to their involvement in the justice system, and to further develop a veteran peer support network. The program is staffed by Veteran court mentors, SCI-Phoenix staff, therapists, and Veteran peer support specialists/peers. To adapt to evolving pandemic challenges the program took on a virtual format later in 2020 and veteran speakers from the community were identified to host sessions in which they discussed topics such as mental health, substance abuse, wellness and other daily challenges specific to Veterans. In 2022, 25 court stipulated individuals participated in sessions.

During 2022, Healing Ajax served a total of 31 unduplicated individuals who were referred to the program via the Philadelphia Veterans Treatment Court. Eighteen of these Veterans were new referrals to the program and the remainder carried over from 2021. Many of these individuals had completed their obligation to the Court but continued with attendance. In addition to group attendance, three Veterans also participated in individual therapy. Of the 31 that attended Healing Ajax groups, 15 were African-American, 13 Caucasian and three were of Hispanic descent. A variety of mental health disorders were seen, with Post Traumatic Stress Disorder and Substance Use Disorders being most prevalent.

DOMESTIC VIOLENCE

Domestic Violence Court is a collaborative, two-tiered program addressing anger management, underlying substance abuse and mental health related issues. Batterers' Intervention Treatment is provided at various partner agencies, including: Courdea, Men's Center for Growth and Change, Joseph J. Peters Institute (JJPI) and Assessment & Treatment Alternatives (ATA/TAP). In the courtroom and virtually, case managers assisted clients with direct linkages to social services, such as: education, housing, clothing, and employment to support holistic care. In 2022, 53 individuals accepted the tier 1 DV Diversion program and 44 successfully completed. In 2022, 14 individuals accepted Tier 2 and 20 successfully completed.

Women Against Abuse, Inc. continued its partnership with the program by having an advocate present for each court date or available virtually due to COVID restrictions. Their legal center offers free legal advocacy and representation for survivors of all gender identities dealing with relationship violence-related legal matters, including Protection from Abuse (PFA), Child Custody and Child Support, Legal Options Counseling, Safety Planning, and Court Accompaniment. A small portion of the victims/survivors were also defendants in the Domestic Violence Diversion Court.



DIVERSION

MUNICIPAL COURT

PROJECT DAWN COURT – PROSTITUTION INITIATIVE

The Project Dawn initiative is for women who are on bail, or 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: 1) decreasing the number of non-violent offenders in Philadelphia county jails and 2) 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 2022, Project Dawn had two individuals successfully complete the program. Project Dawn has also partnered with Joseph J. Peter Institute (JJPI) to work with women in transition from abuse, addiction or incarceration in the early part of recovery and re-entry into society. Throughout the pandemic Project Dawn Court staff, FIR case managers, and providers worked virtually to link participants with services such as treatment, housing, benefits, and other resources to provide holistic care during a challenging time.

THE CHOICE IS YOURS (TCY)

The Choice is Yours 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 TCY program primarily targets first-time felony drug offenders charged with Possession with Intent to Deliver (PWID). 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.

2022 Highlights

- Celebrated the 12th Anniversary of TCY
- TCY participants completed 6,410 hours of community service, 99 participants attained/retained employment, and eight completed their high school diploma or GED
- TCY partners provided 8,280 hours of participant supervision throughout 2022
- Celebrated a highly successful graduation rate at 91%, graduating 60 individuals, throughout 2022

There are 122 active participants currently enrolled in the TCY program and 60 participants successfully completed the program in 2022. TCY's 2022 graduation rate is 91% as only six participants were unsuccessfully terminated. TCY admitted 51 participants into the program. The Philadelphia Office of the District Attorney, Defender Association of Philadelphia, JEVS Human Services, and the First Judicial District continued to collaborate at all meetings and hearings to ensure delivery of educational and vocational opportunities for populations in need of support.



DIVERSION

MUNICIPAL COURT

PHILADELPHIA DRUG TREATMENT COURT (PTC)

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.

2022 Highlights

- Celebrated the 25th Anniversary of PTC
- Commenced a research practitioner partnership with the National Association of Drug Court Professionals and the Pinwheel Group to implement H.E.A.T. treatment protocol; heat is a culturally tailored group-counseling intervention designed for Black or African American men between 18 and 29 years of age who are engaged in problematic substance use and involved in the criminal justice system
- Finalized a grant through the Administrative Office of Pennsylvania Courts to provide participant incentives and supervision enhancements
- Onboarded new clinical partners in the Be Well Center Goldman Clinic, to provide Medication Assisted Treatment, and Unity Recovery, which provides peer support services for PTC
- Graduated 63 program participants

There are 175 active participants currently enrolled in the PTC program. PTC's graduation rate is 78% and only 8% of successful PTC graduates have been reconvicted on new charges within one year of graduation. PTC admitted 62 participants in 2022 and has graduated 45 program individuals throughout the year. The Philadelphia Office of the District Attorney, Defender Association of Philadelphia, Public Health Management Corporation (PHMC), the Department of Behavioral Health (DBH), and the First Judicial District collaborated to ensure ongoing program operations in 2022.

DUI TREATMENT COURT (DUI TC)

The Program 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 need 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.

2022 DUITC Highlights:

- Celebrated the 15th Anniversary of DUITC
- Finalized a grant through the Administrative Office of Pennsylvania Courts to provide electronic monitoring services, in lieu of jail time, in DUITC
- Implemented a successful pilot program to reduce incarceration time for DUITC participants
- Graduated 3 program participants

There are 30 active participants enrolled in the DUITC program. DUITC's historical graduation rate is 90% and 91% of successful DUITC graduates have not been reconvicted on new charges. Throughout 2022, DUITC has enrolled 23 participants, three successfully completed the program, and one participant was terminated. The Philadelphia Office of the District Attorney, Defender Association of Philadelphia, PHMC, DBH, and the First Judicial District collaborated to ensure ongoing program operations in 2022.

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, stipulated trials, and waivers. 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 2022, 41 cases were adjudicated through Video Crash Court.



DIVERSION

MUNICIPAL COURT

MENTAL HEALTH INITIATIVE

Many of the mental health challenges brought before the Municipal Court have been centralized and streamlined. 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. Access to case managers and social workers supported clients in community placements.

RESOURCE HUB

The FJD Municipal Court in collaboration with the Behavioral Health Justice Division (BHJD) of the Department of Behavioral Health and Intellectual Disabilities provides a Resource Hub for Justice-Involved individuals. BHJD oversees Hub operations through its Behavioral Health Navigator staff. BHJD Navigators are available to screen and link individuals to identified areas of need. Those resource linkages include behavioral health screening and linkage to appointments and other social services assistance such as referrals to housing, employment assistance, education assistance, ID procurement and benefits. This is an alternative to the FIR evaluation process or for an evaluation with the court MH clinic where competency is not an issue. A BHJD Navigator is available either in-person and/or virtually during normal office hours. Any individual involved with MC, CP or Civil MHC is eligible for referral to the Resource Hub.

The concept for the Resource Hub originated in December of 2019 with the hopes of being able to create space within the SCCJ to support the complex needs of those involved with the justice system in Philadelphia. Despite the COVID-19 pandemic, planning continued with our partners and a process was created that could serve individuals even with pandemic restrictions. The virtual referrals to Resource Hub began in March of 2021 and as restrictions were lifted more in-person work at the SCCJ began in 2022. We have also brought in additional community partners such as Power Corps and Community Behavioral Health (CBH) Member Services to create added access to resources in SCCJ.

In 2022, the HUB had 661 encounters with 179 unique individuals. These individuals have been connected to behavioral healthcare, physical health care, housing resources, ID resources, workforce development and employment programs, and benefits. As the Resource Hub grows, we hope to include other community partners to diversify what we are able to offer those who are involved with the justice system in Philadelphia.

EARLY BAIL REVIEW

Early Bail Review, one of the first major initiatives in the MacArthur Safety and Justice Challenge, remains a successful cornerstone of pretrial reform efforts in Municipal Court.

Tier 1 Individuals who are in jail on bail of \$50,000 or less and charged with non-violent misdemeanor or felony charges - with no other holding matters - are added to an early bail review list and scheduled for a hearing within five business 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.

In February 2019, a Tier 2 expansion was implemented which includes individuals in jail with bail set at \$100,000 or less. Parameters include no other holding matters and exclude certain sex offense and gun charges.

In March 2021, the Tiers were condensed to one list. The bail threshold was increased to \$250K, included cases with local detainers, all charge exclusions were lifted - except Fugitive of Justice - and cancellation categories were made at the request of defense counsel. Those released from custody are provided detailed instructions from the judge, the assistant district attorney, 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. If released to pretrial supervision, defendants are instructed to report to Pretrial Services within two business days of the hearing and are connected with appropriate services.

2022 Totals

- Individuals = 3099
- Cases = 3693

Outcomes for All Cases that Received an EBR Hearing (Case Count)

- Bail to Remain Same = 45.6% (1684 / 3693)
- Bail Changed or Decreased at EBR = 53.9% (1992 / 3693) *This category includes change bail types and decrease bail amounts

Additionally, bail was increased for 14 cases (0.4%) and non-monetary conditions were added on 3 cases (0.1%)



DIVERSION

MUNICIPAL COURT

AMP (ACCELERATED MISDEMEANOR PROGRAM)

The Accelerated Misdemeanor Program is an alternative to traditional prosecution methods by diverting offenders with low level misdemeanor arrests. AMP hearings are scheduled to police district courtroom locations throughout the City. The cases are heard and disposed expeditiously with the sentencing of community service to be completed in advance of successful completion. The expansion of this program (AMP 2) has the same sentencing options but also addresses underlying behavior issues through court-ordered social service assessment and treatment.

The AMP unit provides a community service representative in the courtroom to give direction to offenders on their hours ordered, along with a list of court approved sites and contact information to report compliance. To assist them with this task, the Court has partnered with over 100 organizations within the city including the Department of Parks & Recreation. AMP staff work 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.

While the pandemic forced a pause to the program, the Courts worked diligently with their partners to resume the AMP Program in August of 2022. From August thru the end of December, the District Attorney diverted approximately 600 cases to AMP resulting in 45% of those matters participating in beneficial treatment programs or connecting with community service partners throughout the city. By year end, just under 1600 community service hours had been performed by AMP participants. The Court is dedicated to continue working with AMP partners to increase program efficiency and to have a lasting positive impact on the communities it serves.

ADDITIONAL DEPARTMENTAL HIGHLIGHTS

TRIAL COMMISSIONERS

As case scheduling initiatives are introduced in the criminal division, trial commissioners play an essential role in monitoring results in specific areas. As authorized by the President Judge of Municipal Court, trial commissioners work closely with the PPD court liaison officers, prosecution and defense attorneys in the assignment of trial and diversion program court dates from the pre-trial discovery courtroom. Various case types are scheduled to this courtroom and commissioners adhere to PA criminal rules of procedure, and Municipal Court case scheduling protocols in the assignment of court dates. During judicial emergencies, trial commissioners are utilized to status court lists to help identify cases requiring judicial attention upon the judge's arrival.

Trial commissioners also handle arraignments for private criminal complaints and non-traffic summary cases.





DEPARTMENTS

MUNICIPAL COURT

CRIMINAL LISTINGS

Criminal listings unit creates and maintains all trial, preliminary hearing, post-trial, and hybrid courtroom calendars in Municipal Court. Staff also ensures dates are available to the arraignment court clerk by monitoring reports daily in CPCMS and remaining available 24/7 to assist the courtroom with dates. Criminal listings staff maintain the prompt daily scheduling and management of Early Bail Review (EBR) cases. Staff continue to provide case flow management reports essential to identifying scheduling and calendaring issues in CPCMS for review by the President Judge. Case management tools have assisted in identifying calendar issues. In addition to other administrative duties, attorney attachment judicial orders are reviewed and processed in a timely and efficient manner to ensure defense counsel is notified of the hearing. Re-file of criminal complaints are filed by the District Attorney's office and reviewed by staff whereby the case is calendared, and all parties notified. In 2022, 324 attorney attachment orders were processed in this department.

In 2022, Criminal Listings fully acquired the responsibilities, administrative and maintaining duties, for all Post Trial matters in Municipal Court. Additionally, the Criminal Listings Department administratively rescheduled 1,956 cases through attorney or judicial requests. Furthermore, due to court closure from inclement weather, the Unit had to administratively reschedule 538 cases.

DOCUMENT MANAGEMENT SCANNING UNIT

Municipal Court's Criminal Document Management Scanning Unit is responsible for the quality control and printing of non-traffic summary citations that are electronically transferred from PARS (Preliminary Arraignment Reporting System) to CPCMS (Common Pleas Case Management System). The unit supervisor works closely with staff to ensure all case data in CPCMS including properly graded charges, offense dates, courtroom location and scheduled appearance date/time are correct based on an adult or juvenile offender. Upon completion of this process, citations are labeled and scanned into the Criminal Document Management System (CDMS).

In addition to new filings, staff assigned to this unit scan all case related documents from initial summary status listing through final disposition. Documents include but are not limited to attorney entries of appearance, hearing notices, continuance requests and trial notifications. Once scanned, the citation and all related documents are filed accordingly and are viewable in CDMS.

In 2022, the Document Management Scanning Unit was responsible for scanning 5,463 new non-traffic summary citations. In addition, the unit was tasked with the scanning of hearing notices and related correspondences for MC Criminal matters rescheduled administratively or at an attorney's request. This has accounted for 37,000 case related documents being scanned in 2022.

ARRAIGNMENT COURT ADMINISTRATION

In accordance with Act 187 of 1984, Arraignment Court Magistrates (formerly Bail Commissioners) are quasi-judicial officers of the Municipal Court, certified annually by the PA Minor Judiciary Education Board. Arraignment Court Magistrates preside in the Preliminary Arraignment Courtroom which operates 24 hours per day, 365 days per year. Arraignment Court Magistrates are detached, neutral authorities whose responsibilities include administering Oaths and Affirmations; presiding at preliminary arraignments; setting bail, reviewing pretrial release guidelines; conducting hospital arraignments; appointing counsel; scheduling trials and preliminary hearings; and issuing Arrest and Search & Seizure Warrants. Criminal Legal Clerks staff the courtroom and are responsible for scheduling all arraignments via video from police stations across Philadelphia. Clerks are responsible for myriad duties including initial case flow management for all first listing felony and misdemeanor charges and the data transfer of cases from PARS to CPCMS.

Philadelphia conducts preliminary arraignments throughout the City using video conferencing technology. The hub of this operation, the courtroom, is in the basement of the Justice Juanita Kidd Stout Center for Criminal Justice. Remote sites are located at the Police Administration Building and police districts located within the city. 2022 we witnessed the filing of over 22,000 new felony and misdemeanor cases.

The Arraignment Court Unit remains committed to providing proficient service to the judiciary, FJD personnel, external agencies and the public. We are currently working together with the Philadelphia Police Department, Philadelphia District Attorney's Office, City OIT and the vendor, Gartner to upgrade and enhance PARS for all parties. This project is expected to continue until 2024.



DEPARTMENTS

MUNICIPAL COURT

EMERGENCY PROTECTION OF ABUSE

The Emergency Protection from Abuse (EPFA) unit operates during non-traditional hours for emergency petitions only. The unit is staffed by law-trained attorneys, who in accordance with the Protection from Abuse Act, ex-parte hearings and review facts to determine if a petition should be granted. The current complement of staff includes one supervisory attorney, 10 per diem attorneys, and 11 clerical assistants (on rotating shifts). The unit approved 2,365 petitions in the calendar year 2022 and provided referrals for victim services and emergency sites throughout Philadelphia to non-qualifying petitioners. The EPFA unit is available for petitioners when many other service agencies are closed. Despite funding cuts, the court continued operation of this critical services in Municipal Court. The EPFA unit maintains a close collaborative working relationship with the Domestic Violence Unit of the Court of Common Pleas.

COURTROOM OPERATIONS DEPARTMENT

The Philadelphia Municipal Court Criminal Courtroom Operation's staff is comprised of general Tipstaffs (I & II) and their primary responsibility is to maintain the courtroom list in an efficient manner to ensure a high level of functionality. Tipstaffs open court, swear-in witnesses, mark evidence, act as a liaison between the presiding judge and various justice partners, enforce rules and maintain professional decorum. Tipstaffs assign court continuance dates real-time in CPCMS and check for service and documents using CDMS. Continuance dates are coordinated consistent with court calendars, attorney, and police schedules. Prepares daily statistical information and other required forms. In 2022, staff successfully completed the following mandatory training sessions: Diversity, Equality, and Inclusion (DEI), Active Shooter, De-Escalation of Volatile Encounters, and Interpreter. Training was also provided for the Accelerated Misdemeanor Program, which operates in an offsite courtroom located in the 25th Police District in the City of Philadelphia. Staff continues to be Cross-trained, offered refresher training on various topics and training of new hires which is conducted by the internal training coordinator.

INTERPRETER SERVICES

Ensuring credibility in the administration of justice includes providing equal access to justice for individuals with limited English proficiency. The Court employs a full-time Spanish interpreter who provided interpreting services for 1,454 cases in 2022, which increased from 882 in the year 2021. The FJD contracts with per diem interpreters for all other languages, dialects and hearing-impaired participants of the criminal justice system which accounted for 1,337 cases in 2022. Additionally, language lines are utilized as needed.

PRIVATE CRIMINAL COMPLAINTS & UNEMPLOYMENT COMP CASES

In 2022, the District Attorney filed 255 private criminal complaints and five unemployment compensation cases with Municipal Court. Staff in this department work closely to ensure cases are properly scheduled from CLAIMS and CPCMS computer applications. In addition to handling calendaring and docket entry requirements in the case management system, staff quality control documents for scanning to the CDMS, prepare case management reports, and provide support to judicial staff, external agency staff, attorneys, and the public. Working closely with trial commissioners presiding at status hearings, staff are responsible for recording hearing results and continuance dates to cases in CPCMS.

TRAINING

A training assessment coordinator developed a structured plan for newly hired general tipstaffs as well as a cross training plan for more experienced staff in diversion and specialty programs. Progress reports are shared regularly with managers to review employee development. The coordinator facilitated and planned a two-day virtual training conference in May 2022 for all Municipal Court staff. Worked with the FJD's Pipeline Committee to curate, discuss, and plan accessible training for the entire FJD. Coordinated training for staff with the Court Interpreters office. Tailored and presented presentations on Municipal Court's Problem-Solving Courts and Diversion Programs for the Pennsylvanians for Modern Courts.



MUNICIPAL COURT CRIMINAL CODING UNIT

Municipal Court Criminal Coding Unit is charged with processing and maintaining all non-traffic summary citations issued by the Philadelphia Police Department and all Special Police agencies. The criminal coding unit’s initial involvement with case flow management is through manual case creation in the Common Pleas Case Management System (CPCMS) and new case filings transferred via the electronic interface from the Preliminary Arraignment Reporting System to CPCMS. Coding staff are responsible for data entry of final dispositions, bench warrants, quality control, and record management. The supervisor also monitors summary calendars in CPCMS for cases scheduled to the initial Summary Status lists, along with the Summary Trials and Rule 1002 Hearings. Along with various clerical tasks, the criminal coding unit handles file preparation for courtrooms located in the Stout Center for Criminal Justice. In addition, all active, bench warrant and disposed non-traffic summary records are stored in the Criminal Coding Unit, 206 SCCJ. In 2022 the criminal coding unit processed 5,463 non-traffic summary citation filings.

NON-TRAFFIC SUMMARY CITATIONS	
FILINGS	5,463
ADJUDICATIONS	6,072
CLEARANCE RATE	90%

SUMMARY DIVERSION PROGRAM

In 2022, Municipal Court received 5,463 new filings for non-traffic summary offenses. The Summary Diversion Program resumed in mid-April 2022, with Summary Trials and Rule 1002 lists resuming in May 2022. As a result of the COVID-19 pandemic, the Summary Diversion Program Class was suspended; therefore, the program was restructured to allow offenders to perform community service hours as assigned by the Philadelphia District Attorney’s Office. From April-Dec 2022, 512 individuals successfully completed the Summary Diversion Program and completed 2,112.25 hours of community service at 51 locations. Upon successful completion of the diversion program, cases are dismissed, and, by agreement of the Philadelphia District Attorney’s Office, the record of the non-traffic summary offense is expunged.

CONCLUSION

We are incredibly proud of the continued hard work and dedicated service by Municipal Court staff in 2022. The Criminal Division remain committed to providing access to justice for all parties and have safely resumed all criminal operations in person. We continue to work with the prison and Sheriffs to cancel bringdowns when advance requests for continuance were granted. As we safely return to pre-pandemic caseloads we anticipate further discussion with partners on improving case processing, especially reducing the continuance rates, to allow for more efficient use of court resources. We look forward to projects that include upgrades to our video arraignment equipment, the upgrade to CLAIMS for PCC filing, and discussions to expand bail reform.





COURT ADMINISTRATION

MUNICIPAL COURT

FIRST FILING UNIT

The First Filing unit is responsible for the intake of the initial filing of Landlord/Tenant and Small Claims complaints, which can be submitted in person, electronically, or via mail. We are also responsible for processing all filings from non-attorney filers in person in our office. which These filings are reviewed by interviewers to ensure accuracy, correct processing, and timely hearing scheduling. Our staff, having been educated on the rules of Civil Procedure within the Philadelphia Municipal Court, are more than willing to instruct customers pro se filers on the protocols and procedures of the court in a professional and courteous manner.



The cashier's booth is also within First Filing, which is responsible for processing payments for all complaints, petitions, writs, and Private Criminal Complaints. The cashiers are also responsible for scheduling petition hearings. The unit also handles all the ADA requests within the Civil Division of Municipal Court, as well as accepting and processing the transfer of judgments from other counties within Pennsylvania.

During 2022, the First Filing unit processed a total of 30,474 Initial Complaints, 309 Additional Complaints, and 145 Amended Complaints for a total of 30,928 filings. We also had 195 telephonic hearing requests, 2 wheelchair requests, 1 sign language interpreter request, 330 continuance requests, and a total of 1,725 total calls were received throughout the year.

SECOND FILING UNIT

In 2022, the Second Filing Unit continued to function while adhering to ongoing COVID restrictions/mandates. Our filing numbers have increased from the 2021 statistics, but are still down due to the decrease in the number of cases being listed. The unit has continued to implement new policies as the court has adjusted to meet the needs of the public with post-COVID restrictions lifting.



Goals for 2023:

The primary goal of the Second Filing Unit for 2023 is to continue to assist the general public and attorneys with their filings. Following the same goal for previous years, improving our writing and communication skills is paramount. In addition, we would like to increase our employees' cross-training with other units and within the courtroom. Lastly, we will continue to look at the unit's functions and see if there are any processes that we can updated to make our unit and the court more accessible and user friendly.



COURT ADMINISTRATION

MUNICIPAL COURT

JUDGEMENT AND PETITIONS

The Judgment and Petitions Unit handles all post trial actions, except for Pro-se petitions. This includes Writs of Possession and Alias Writs for Evictions. In addition to the eviction procedures, we also handle Writs of Executions, Wage Attachments for the collection of money judgments, Affidavits of Breaches, Writs of Revival, Satisfaction of Judgments, and much more. The unit works one-on-one with the pro-se litigants at our front counter, as well as reviews and accepts Attorney filings through our electronic CLAIMS system.



In 2022, Judgments and Petitions continued with the Eviction Processes implemented during COVID-19 and worked closely with the City of Philadelphia's Eviction Diversion Program. In 2022, there were a total of 3,862 completed evictions, with 518 Landlord/Tenant Appeals.

DISPUTE RESOLUTION

2022 was a big year for The Dispute Resolution Program. Joseph McDermott retired from the Municipal Court as the Director of Dispute Resolution after 39 years of service. Morgan Krouse was hired as the Director of the Program in April 2022 and is looking forward to expanding and enhancing dispute resolution. We have been able to train Temple Law student as mediators through an accredited clinical for both housing and small claims cases in both the fall and spring semesters. We have had an influx of interested people, including staff members, contacting our program eager to train as court mediators and learn the process. We continue to accept judgment by agreements which are submitted outside of the mediation process through counsel. We are keen on accuracy and ensure that all parties and litigants have a full understanding of every agreement's terms and conditions. Our goal for 2023 is to continue to expand dispute resolution services throughout the civil division.





COURT ADMINISTRATION

MUNICIPAL COURT

COURTROOM TECHNICIANS

The Courtroom Technicians Unit has duties both inside and outside of the courtroom. In court, Court Tech Unit employees manage the audio recording equipment, working cooperatively with other courtroom personnel and the presiding judge to ensure smooth operations and expedient access to justice for all litigants. Unit employees also enter real time dispositions on the Municipal Court Civil Division docket in all judicial courtrooms.

In 2020, responding to the challenges posed by the Covid-19 pandemic, the unit added Zoom hearings to its responsibilities. Unit staff schedule the hearings, provide Zoom invitations to all participants, and maintain the equipment needed to conduct the hearings. In 2022, the unit scheduled 618 Zoom hearings. When not in the courtroom, the unit is responsible for the quality control for all dispositions entered in Municipal Court's Civil Division, to ensure accuracy and integrity. Our goals for 2023 include continuing to adapt to the evolution of the CLAIMS system while striving for excellence in all our duties.



COURT ADMINISTRATION



CIVIL COURT OFFICERS



CIVIL TRIAL COMMISSIONERS



ADA ACCOMMODATIONS AND INTERPRETER SERVICES

During 2022, the Civil Division received 1,725 communications from individuals with disabilities. As a result of those communications, the Civil Division’s ADA Coordinator provided 195 telephonic hearings, one sign language interpreters, facilitated two wheelchair requests for access to the courtrooms, and assisted with 330 continuance requests.

The Court continued to provide interpreter services in the courtrooms. Additionally, Language Line, a telephonic language service, was used outside of the courtroom. Language Line enabled individuals with linguistic barriers to communicate with court administrative staff handling filing and scheduling issues. It was also used during negotiations and mediations. Below is the number of interpreters that were ordered from 2018 to 2022.

YEAR	INTERPRETERS ORDERED
2018	532 PER DIEM INTERPRETERS
2019	743 PER DIEM INTERPRETERS
2020	419 PER DIEM INTERPRETERS
2021	648 PER DIEM INTERPRETERS
2022	611 PER DIEM INTERPRETERS

WAGE ATTACHMENT IN LANDLORD TENANT CASES

During 2022, the Court processed new wage attachments in 31 landlord-tenant cases. Seven of those cases involved pro se landlords. The court collected and disbursed wage attachments totaling \$48,204.57.

FILINGS AND DISPOSITIONS

TYPE	FILINGS	DISPOSITIONS
CODE ENFORCEMENT	6,934	11,146
LANDLORD-TENANT	18,369	17,137
STATEMENT OF CLAIMS	20,200	24,169
PRIVATE CRIMINAL COMPLAINTS	255	272
TRANSFORM OF JUDGEMENT	31	6
TOTAL	45,789	52,730



STATISTICS

MUNICIPAL COURT

SECOND FILING COMPARISON

	2018	2019	2020	2021	2022
WRITS (LANDLORD/TENANT)	24,073	23,870	7,684	7,343	18,045
WRITS (SMALL CLAIMS)	4,937	5,023	2,641	2,925	3,971
WRITS (CODE ENFORCEMENT)	17,343	13,526	79,470	63,841	126,908
WRITS (TRANSFERS OF JUDGEMENTS)	64	38	30	43	36
PETITIONS	9,775	10,791	4,816	4,497	8,967
RELISTMENTS	7,846	4,864	4,373	4,986	3,711
ORDERS TO SATISFY	3,766	3,120	1,699	1,322	1,114
OTHER SATISFACTIONS	9,045	9,072	18,898	8,782	18,212
SETTLED DISCONTINUED & ENDED	3,060	3,056	1,754	2,637	1,755
CONTINUANCES	21,636	20,850	16,949	17,850	13,074
TOTAL	101,545	94,210	138,314	114,226	195,793

DISPUTE RESOLUTION MEDIATION COMPARISON

	2018	2019	2020	2021	2022
ADR MEDIATION AGREEMENT HOUSING	1,011	1,248	278	160	129
RESOLVED MEDIATION AGREEMENT, SDE	23	23	12	18	4
ADR MEDIATION AGREEMENT SMALL CLAIMS	86	148	54	62	13
ADR MEDICATION AGREEMENT SC HOUSING	15	16	12	4	2
ADR MEDIATION WITHDRAWN WITHOUT PREJUDICE	15	21	14	11	12
TOTAL	1,150	1,456	370	255	160



TRAFFIC DIVISION





BACKGROUND

TRAFFIC DIVISION

Philadelphia Municipal Court is comprised of three divisions - Criminal, Civil, and Traffic - all of which are governed by President Judge Patrick F. Dugan. However, **Traffic Division is uniquely separate and distinct from both Criminal and Civil Divisions** in that day-to-day operations are independently reviewed and overseen by an Administrative Judge, as opposed to the President Judge or a Supervising Judge. All authority, duties, and responsibility of the position of Administrative Judge of the Traffic Division were reposed on Judge Joffie C. Pittman, III by the Supreme Court of Pennsylvania - effective January 3, 2022 - upon the retirement of the former Administrative Judge. Judge Pittman also represents the Traffic Division at monthly leadership meetings of the Administrative Governing Board for the First Judicial District of Pennsylvania.

In addition to his responsibilities as the Administrative Judge-Traffic Division, Judge Pittman is also the Supervising Judge of the Criminal Division, a position to which he was appointed by President Judge Patrick F. Dugan on October 1, 2020.

Located at *800 Spring Garden Street, 19123*, the Traffic Division was established by (Act 17 of 2013 of the Pennsylvania General Assembly), which abolished the former Philadelphia Traffic Court and transferred its jurisdiction to the Philadelphia Municipal Court. The Traffic Division has jurisdiction over summary offenses issued or filed by the Pennsylvania State Police and the City Police, pursuant to (Title 75 of the Pennsylvania Consolidated Statutes). A total of **39,036 motor vehicle citations** were issued in the City of Philadelphia during calendar year 2022.

Often referred to as the court of first impression, Traffic Division is generally the initial court with which an individual will have direct, first-hand exposure to the judicial process and the legal system. Traffic Division welcomed 106,838 visitors to the courthouse in 2022, *an increase of 1,703 over calendar year 2021*, all of whom were availed of in-person services relative to a plethora of subjects, including: retrieving impounded vehicles, responding to citations, establishing a payment installment agreement, or relisting a trial date.

As exemplified in its daily endeavors, the Traffic Division prioritizes public access and quality customer service. In support of its mission, the Court continued to provide the resources by which the public could expediently address their license quandaries. The following services and/or programs were offered:

- Extended Hours - The Traffic Division employs two separate shifts, rendering direct access to the court for a period of nine hours daily, Monday through Friday.
- Remote Access to the Court - Call Center operators provide resources and assistance to the public addressing inquiries over the telephone - sans the need for the public to appear in person.
- Through the Court's Interactive Voice Response System (IVR) - court users may access their record, make payments towards their balance, and attain their date of trial - at their convenience - without the need to physically travel to the courthouse.
- Members of the public may email their inquiries to the Traffic Division.
- Spanish-speaking members of the public have direct access to the Court's Spanish Interpreter Trainee via the Call Center, in Motion Court, in Impoundment Court, and at the Customer Service window.
- Court Appointed Counsel is assigned daily to provide representation to indigent or nearly indigent court users who may be faced with incarceration and/or the suspension or revocation of their driving privileges. The services are gratis to the pro se litigants - all costs are remunerated by the City of Philadelphia, through processing with the Counsel Fee Unit.
- Virtual pre-trial settlement conferences are conducted one day per week (Tuesday) by representatives of the Office of the District Attorney, for the convenience of those individuals who intend to plead not guilty to non-mandatory/non-subsequent offenses of the *Pennsylvania Motor Vehicle Code* and request to resolve their motor vehicle violations prior to the date of trial. In 2022, 92 individuals voluntarily participated in the conferences.
- Under the appeals program staff provide procedural assistance to court users who are attempting to effectuate an appeal to their convictions on motor vehicle violations.



BACKGROUND

TRAFFIC DIVISION

Traffic Division operates four courtrooms concurrently, Monday through Friday, each of which provides a unique service to the public.

I. **GENERAL ASSEMBLY ROOM**

Most citations issued in the City of Philadelphia are tried in the General Assembly Room (Courtroom A). The courtroom is comprised of individual hearing rooms, and cases are presided over by one of four hearing officers - all members of the Bar of the Commonwealth of Pennsylvania. To ensure fairness and prevent any appearance of impropriety, the cases are randomly assigned to a hearing officer by the Deputy Chief of Courtroom Operations. The daily docket encompasses (a) non-jailable summary offenses issued in the City of Philadelphia by all police agencies; (b) citations issued by the Pennsylvania State Police; and (c) red-light camera appeals*.

**The Red-Light Camera Program was enacted in 2005 by the Pennsylvania State Legislature. Although red-light camera disputes are regulated by the Office of Administrative Review, appeals to those decisions are conducted at the Traffic Division by a representative of the Philadelphia Parking Authority. There were 62 red-light camera appeals conducted at the Traffic Division in 2022.*

II. **COURTROOM B**

Mandatory and subsequent-offense violations of the *Pennsylvania Motor Vehicle Code*, which encompass such infractions as driving without a license; driving with a suspended license; and driving when the operating privileges are suspended or revoked as a condition of Accelerated Rehabilitative Disposition are presided over and adjudicated by a Philadelphia Municipal Court judge, who is assigned to the Court by the President Judge. The docket of the assigned judge in Courtroom B also includes matters presented by the Pennsylvania Truck Enforcement Unit; the Highway Patrol Division; and the Pennsylvania Fuel and Tax Revenue Division.

III. **COURTROOM F**

a smaller-scale courtroom, is open on an ad hoc basis for Warrant Hearings. It is also utilized by the District Attorney's Office for Settlement Conferences relative to cases on appeal to the Court of Common Pleas.

IV. **APPEALS COURTROOM**

Under the Summary Trial Appeal Program, a Municipal Court judge, who has been certified as a Court of Common Pleas judge, presides twice weekly - Monday and Wednesday - over appeals of convictions to motor vehicle citations that were adjudicated at the Traffic Division. Appeals de novo; nunc pro tunc appeals; status conferences; and Informa Pauperis Petitions are filed, scheduled, processed, and heard at the Traffic Division in Courtroom D.

➤ **MOTION COURT**

is open continuously during standard work hours, and it is the venue through which a court user would appear before a hearing officer to participate in a financial determination hearing, seek a monthly installment payment plan, or motion for a continuance of a trial date. Individuals who are responding to their motor vehicle citations or addressing an open warrant are also directed to the Motion Courtroom.

➤ **IMPOUNDMENT COURT**

Impoundment Court is open continuously during standard work hours, and it is the venue through which court users appear before a hearing officer to initiate the process to release their impounded vehicle, pursuant to (Section 6309, et al., of the *Pennsylvania Motor Vehicle Code*).

YEAR IN REVIEW

The goals, ideals, and mission of the Traffic Division are exemplified in the Court's daily activities and documented herein. As we reflect on calendar year 2022, we recognize the steps taken by the Court to streamline and improve processes and provide quality service to meet the expanding needs and expectations of our citizenry. The success of any organization, business, or governmental agency directly correlates to the strength and resilience of its staff, and court administration acknowledges the diligence and dedication of its personnel in their endeavors.

Continuing to emphasize the fundamental principles of integrity, equality, impartiality, and accessibility in its daily programs and procedures the Traffic Division is pleased to provide this compendium of the Court's undertakings, accomplishments, and initiatives directed towards the eCitation Program; finance; operations; technology; and caseload management throughout calendar year 2022.



eCITATION PROGRAM

TRAFFIC DIVISION

eCITATION has revolutionized the process of issuing citations to drivers for failing to comply with the motor vehicle laws of Pennsylvania. As expounded upon in previous Annual Reports, automation of the motor vehicle citation reduces the number of data errors resulting from indecipherable handwriting, enhances case-flow management, avails the police officer of additional time to respond to urgent calls from the public, safeguards the integrity of court operations, and ensures the Court's compliance with (Rule 406 of the Pennsylvania Rules of Criminal Procedure). A review of the time-lapse statistical data reports, as provided monthly to the commanding officer of the Police Liaison Unit at the Traffic Division, attests to the fact that there is a difference of just one day between the date of the stop and the date on which Philadelphia Police citations - comprised of electronic and paper formats - were accessible to the Court for processing.

As a point of reference, City police eCitations bear the prefix "C", while State Police eCitations begin with the letter "P", regardless of the year in which they were issued. Conversely, the prefix for the paper citation changes annually for accounting purposes. In 2022, those paper citations issued by City Police personnel began with the letters "BB", and the fee structure of that citation increased by fifty cents, attributable to an increase in City costs.

Electronic citations are more cost effective than the paper version. As police agencies have transitioned to the eCitation, diverting from the paper process to the extent possible, the Court has incrementally decreased its requisition of paper citations. Notwithstanding the foregoing, smaller-scale agencies, such as some of the school campus police, may elect to remain on a paper citation trajectory, given their level of citation issuance, thereby avoiding the expense of equipping police vehicles with the required hardware for automated citations.

It is encouraging to note that **100% of the citations produced by the Pennsylvania State Police were filed electronically in 2022**, i.e., 11,404 of the aggregate of 39,036 issued throughout the City of Philadelphia by all agencies, both electronically and via paper.

In the Philadelphia Police Department, 72% of the 25,330 citations issued or filed were generated electronically through the TraCS system, while 28% were handwritten.

It bears reiteration that the Traffic Division initially pledged **\$1,013,711.51** from its Technology Budget to cover the expense of purchasing essential and expensive hardware for the eCitation project, including: printers and associated cables, bar-code scanners, custom-made printers and scanner cage mounts, and extended warranties for those printers and scanners.

In 2022, the expenditures funded by the Traffic Division amounted to \$40,222.00, representing the cost of the installation of custom printer mounts in 201 new police vehicles, mount parts, cables, and adapters. It is anticipated that, by the spring of 2023, the Court will have depleted its initial allocation of funding for the eCitation program, appropriated through the Traffic Division's technology budget, pursuant to the Memoranda of Understanding among the City of Philadelphia's Office of Innovation and Technology, the Philadelphia Police Department, and the Philadelphia Municipal Court-Traffic Division signed in 2014 and 2017. Excluding thermal paper, future expenditures will be funded by the Philadelphia Police Department through its own budgetary allocation.





OPERATIONS

TRAFFIC DIVISION

Pursuant to the Traffic Division's Date Certain Program, the Court deploys its staff over two shifts daily, five days per week.

- The primary shift - comprised of 77 employees as of December 2022 - is assigned from 8:30a.m. until 4:30p.m., with the exception of the Facilities personnel, whose schedules are staggered to address the maintenance needs of the courthouse.
- The second shift - comprised of 14 employees as of December 2022 - is assigned from 9:30a.m. until 5:30p.m. (post-Covid-19 pandemic hours). As such, the Traffic Division provides full public access and associated services beyond the typical eight-hour workday in most industries.

Through the Court's IVR, 155,912 individuals accessed court services; 70,340 of those callers (45.1%) were directed to service representatives for immediate assistance on a personal level. Overall, call volume decreased by 45,614 over calendar year 2021.

A proximate result of the decline in citation issuance, the Court witnessed a slight reduction in postal mailings received at the courthouse in 2022. Records reflect that 34,230 pieces of mail - a decrease of 2,556 from 2021 - comprised of checks and other forms of remuneration: pleas; death certificates; and letters of inquiry were received and processed by the Court in 2022.



The Traffic Division's mailroom personnel handled 289,219 pieces of out-bound mail, the majority of which were computer-generated notices and filed summons, as compared to 341,596 mailings in 2021. The postage expenditure in connection with those mailings totaled \$136,595.78. A significant portion of that expenditure related to proper service of the filed summons submitted to the Court, in compliance with the *Pennsylvania Rules of Court*. Pursuant to (Rule 410, Filing of Citation):

"When it is not feasible to issue the citation to the defendant or when evidence is discovered after the issuance of a citation that gives rise to additional summary charges against the defendant . . . a law enforcement officer shall institute a criminal proceeding in a summary case by filing a citation with the proper issuing authority."

Citations that are filed by the police - as opposed to being issued at the time of the stop - require service to be made via certified mail, return receipt requested, if the individual does not respond to the initial notice, consistent with *Pennsylvania Rules of Court* (Rule 451, B) which states, *inter alia*:

"When service of a summons has been made by first class mail and the defendant fails to respond or appear within the time specified by these rules, the issuing authority shall cause service to be made on the defendant personally or by certified mail, return receipt requested."



OPERATIONS

TRAFFIC DIVISION

Continuing to be proactive in its quest to attain the most current address on file, the Court transmits an electronic file of returned mail to the Pennsylvania Department of Transportation for cross referencing with its database. Less than 7.5% of the Court's out-bound mail was returned as undeliverable by the United States Postal Office. Those 21,077 mailings were directed to the last-known address of record.

Another 1,771 defendants directed their queries and concerns to the Court via electronic mail (tcsupport@courts.phila.gov) on a variety of relevant matters including; requests for financial determination hearings, continuances, appeals, and payments via the website or IVR. An additional 607 court users submitted documentation - copies of insurance cards or vehicle registration cards - via email relative to the retrieval of impounded vehicles.

Through the staff of the Payment Adjustment Department, 400 requests submitted by abstract and title companies were addressed relative to payoff amounts in connection with property liens assessed due to nonpayment of fines and costs after conviction. Records reflect that 56 of those requests were paid in full, and the Court submitted an Order to mark the judgment satisfied on those records.

On-site interpreter services reduce the number of continuances based on language access barriers and provide more expedient court services. Recognizing the importance of providing translation services to meet the needs of a diverse community, the Court employs a Spanish Interpreter Trainee whose primary role is to assist the public with interpretation services. In 2022, this staff employee:

- Coordinated with the FJD's Court Reporter, Digital Recording, and Interpreter Administration Department to avail 330 individuals of general interpreter services pursuant to the *Rules of Judicial Administration*.
- Provided or coordinated the process of availing interpreter services in the courtrooms to 1,020 individuals whose primary language is Spanish.

In addition, statistics provided by the Spanish Interpreter Trainee reveal that

- 352 Spanish-speaking members of the public, who were referred to the Spanish Interpreter Trainee through the Call Center, were able to address their inquiries over the telephone regarding court processes and hours of operation. Approximately 11% of those individuals were instructed to appear in court to personally address their concerns.
- 336 individuals were availed of interpreter services on non-evidentiary cases in Motion Court and/or Impoundment Court.
- 275 Spanish-speaking defendants received interpreter services at the Customer Service counter.
- 2 requests for a sign-language interpreter were processed.

Traffic Division staff remain committed to addressing the needs of the public. Every customer service representative is provided with pre-printed cards to enable the non-English speaking court user to request translation services in a multitude of languages. The Spanish, Russian, Mandarin, Cantonese, and Arabic cards are most frequently requested by members of the community.



CASE MANAGEMENT

TRAFFIC DIVISION

ISSUANCE

As documented on the attached graph, 39,036 citations were issued in the City of Philadelphia in 2022, as compared to 40,547 in 2021 - a difference of 1,511. The following chart details the trends in issuance for the various police agencies over the last two years.

POLICE AGENCY	# OF CITATIONS - 2022	# OF CITATIONS - 2021
PHILADELPHIA POLICE	25,330	28,418
STATE POLICE	11,404	9,508
PHILADELPHIA POLICE OVERWEIGHT	1,125	1,423
BRIDGE POLICE	11	32
BRIDGE POLICE TRUCK ENFORCEMENT	446	419
DREXEL UNIVERSITY POLICE	46	66
TEMPLE POLICE	173	240
UNIVERSITY OF PENNSYLVANIA	109	78
SEPTA POLICE	36	54
AMTRAK	4	5
STATE POLICE TRUCK ENFORCEMENT	149	79
FUEL TAX	111	70
ACCIDENT INVESTIGATION DIVISION	71	108
OTHER	9	15
PHILADELPHIA HOUSING POLICE	7	17
AIRPORT POLICE	3	14
PUBLIC UTILITIES COMMISSION	0	1
PENNSYLVANIA DEPT. OF TRANSPORTATION	2	0
TOTAL	39,036	40,547

Noting trends in citation issuance, the Court’s data manager provided records to substantiate the ten most frequently issued motor vehicle citations in 2022, and the number of individuals cited for violating those statutes:

VIOLATION CHARGE	# OF TICKETS
DISREGARD TRAFFIC DEVICES	5,012
DRIVING UNREGISTERED VEHICLE	3,527
OPERATING WITHOUT A LICENSE	3,172
DISREGARDING A RED LIGHT	3,059
DRIVING WITH A SUSPENDED/REVOKED LICENSE	2,346
NO INSURANCE	1,485
IMPROPER SUN SCREEN	1,450
FAILURE TO DRIVE IN A SINGLE LANE	1,255
CARELESS DRIVING	1,139
VIOLATION OF VEHICLE INSPECTION	990

Documenting the ten most frequently issued motor vehicle citations issued in 2021, it is interesting to compare-and-contrast the subtle differences between the two years.

VIOLATION CHARGE - 2021	# OF TICKETS
DISREGARD TRAFFIC DEVICES	4,289
OPERATING WITHOUT A LICENSE	3,352
DRIVING UNREGISTERED VEHICLE	3,243
DRIVING WITH A SUSPENDED/REVOKED LICENSE	2,611
DISREGARDING A RED LIGHT	2,313
IMPROPER SUN SCREEN	1,731
NO INSURANCE	1,416
FAILURE TO USE A SEATBELT	1,330
CARELESS DRIVING	1,280
VIOLATION OF VEHICLE INSPECTION	1,277



CASE MANAGEMENT

TRAFFIC DIVISION

ADJUDICATIONS

Records support that 39,036 citations were issued in 2022, yet 64,637 received final disposition. The modest increase in the adjudication rate in 2022, despite the reduction in citation issuance, is attributed to the fact that the Court was able to address the inventory of cases that were postponed in 2020/2021 - due to the pandemic - and relist those for trial and adjudication in 2022. A comparative review of case statistics for calendar years 2022 and 2021 follows.

	2022	2021
TRIAL: GUILTY	37,134	36,594
TRIAL: NOT GUILTY	2,634	3,548
GUILTY PLEA	7,340	8,140
DISMISSAL	639	757
PROSECUTION WITHDRAWN	13,185	13,917
TOTAL DISPOSED	64,637	62,956
(ALSO INCLUDES VOIDED CITATIONS AND THOSE THAT ARE DISPOSITIONED AS "DECEASED")		

APPEALS

Under the summary trial appeal program, the Traffic Division continued to process, on behalf of the Court of Common Pleas-Trial Division, all aspects of the appeals de novo, nunc pro tunc, and Informa Pauperis Petitions filed by defendants after their conviction on a summary traffic offense. Of the 306 petitions granted, 161 of those were unopposed by the Commonwealth of Pennsylvania.

	2022	2021
APPEALS DE NOVO	2,886	1,438
NUNC PRO TUNC APPEALS (FILED)	794	561
NUNC PRO TUNC APPEALS (GRANTED)	306	429

	2022	2021
APPEALS WITHDRAWN	62	336
GUILTY VERDICTS	1,194	762
NOT GUILTY VERDICTS	1,630	76

BANKRUPTCY FILINGS

Although the Court received 131 notices of new bankruptcy filings, records reflect that only 53 proofs of claim were filed, as the remainder of the notices either lacked sufficient information to accurately identify the debtor in the Court's database, or the debtors had no open matters with the Court. In those situations, the Court contacts the debtor or the attorney of record to seek additional information. The Court also received and processed 105 notices of discharges or dismissals on prior bankruptcy proceedings.

IMPOUNDMENT HEARINGS

An owner's automobile may be impounded for non-compliance with the *Pennsylvania Motor Vehicle Code* (Sections 6309, 6309.1, and 6309.2). In 2022, 1,698 impoundment hearings were conducted at the Traffic Division, as compared to 2,524 in 2021. Court hearing officers issued a release for 1,606 vehicles.

COMPLIANCE

Defendants who plead guilty or are adjudicated as guilty at trial have an obligation to comply with the provisions of the *Pennsylvania Motor Vehicle Code* relative to the payment of fines. An active warrant is imposed by the Traffic Division against such drivers after 35 days from the date of conviction. Although no warrants were sent to the Philadelphia Sheriff's Department in 2022, the Division's Pre-Trial Services Unit reports that 244 inmates were transported from the Philadelphia Prisons to the Court to address their outstanding warrants, and 7 individuals who were arrested by the Philadelphia Police were brought to the Traffic Division for processing in 2022.

FINANCIAL DETERMINATION HEARINGS

As promulgated in the *Pennsylvania Rules of Court*, the issuing authority is required to provide for installment payment opportunities when a court user who is sentenced to pay a fine and costs is without the financial means to immediately satisfy that obligation. In 2022, a total of 14,572 financial determination hearings (FDH) were conducted by hearing officers or judges assigned to the Traffic Division.



TECHNOLOGY / BUILDING RENOVATIONS

TRAFFIC DIVISION

Recognizing the importance of technological advancement to streamline operations and increase productivity, the administrative team at the Traffic Division focused its energy and attention on the key areas of (1) courthouse security; (2) courthouse enhancements and refurbishments, (3) the electronic case filing system for all adjudicated records; and (4) issues emanating from the re-platforming of the Court's data management system initiated by the court's contracted vendor. The following is a synopsis of those undertakings.

SECURITY

- Prioritizing the security of the courthouse, the landlord (Arts & Crafts Holdings) at 800 Spring Garden Street replaced the roll-up security gate at the public entrance on Eighth Street, at no expense to the Court. Previous attempts to realign the tracking of the gate were arduous and, ultimately unsustainable.
- The Court contracted with Chalmers Security Systems, Inc. to install two security cameras on adjacent sides of the General Assembly Room for broader security surveillance.
- The X-ray machines - through which employees and the public are screened daily - were serviced in 2022, consistent with the maintenance contract between Smiths Detection Services and the First Judicial District of Pennsylvania.
- The Court updated its software for the key-swipe security access system (Winpak Card) for staff. The current system was incapable of recognizing newly printed badges generated by the Office of Human Resources for pass-point access. Inasmuch as the original card/key fob access system was installed over ten years ago, the antiquated technology required a major upgrade to include a new pass point plus system, new logic boards and more door-control modules throughout the courthouse. Replacement parts could no longer be attained by Chalmers Security, equipment was obsolete, and - of most concern - technical support was no longer available. The vendor expressed concern over the fact that faulty equipment could not be replaced, thereby increasing the Court's vulnerability in the event of doors failing to remain closed. After consultation with representatives of the FJD's Procurement Department, Chalmers Security provided the system upgrades, at the expense of \$1,450 incurred by the Traffic Division.



COURTHOUSE ENHANCEMENTS AND REFURBISHMENTS

- The Court coordinated with the landlord to resolve some HVAC issues that had been beleaguering the Court. The landlord was proactive in his efforts to combat the problem by initially providing portable air conditioners for distribution throughout the courtrooms and administrative offices. Administration acquired thermal meters to monitor and assess the situation - daily temperature checks were performed and reported to the landlord and the FJD's Procurement Department for their edification.
- In the fall of 2022, with no monetary impact on the Traffic Division, the landlord purchased and installed two new heating and cooling units that controlled and regulated the temperature in the courtrooms on the first floor, as well as some administrative offices on the second floor, replacing age-old, malfunctioning units.



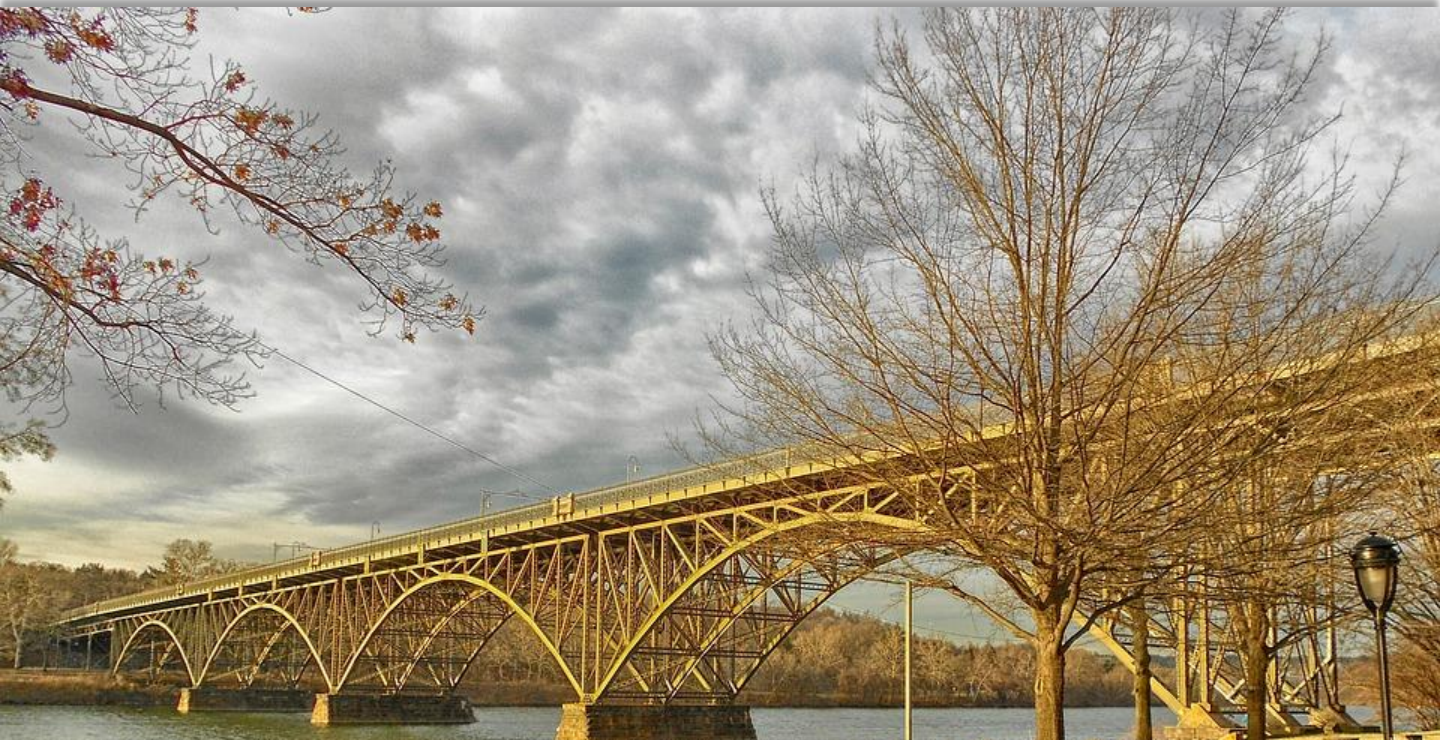
ELECTRONIC CASE FILING SYSTEM

As reported in the Traffic Division's 2021 Annual Report, the Court had begun the process of upgrading the electronic filing system (commonly referred to as TAB Fusion) of adjudicated citations maintained in the Record Retention Department from a desk-based platform to a web-based platform, thereby streamlining operations and ensuring optimal performance. The Court's previous initiative had been thwarted due to the City's firewall restrictions, which were ultimately resolved. As a result, the Court undertook the following positive steps in enhancing the Tab Fusion System:

- Through a contract with Storage Concepts, in July, the Court replaced two braking motors in the existing Electric Mobile Carriage System for the retrieval of files. Due to the weight of the mechanism, the carriages were drifting in reverse when the carriages were moved to the right, creating a potential for hazard. Moreover, the drifting minimized the available space in the open aisle - impeding operations. Via a specialized motor specifically designed for the system to automatically engage a brake, the carriage instantly locks in place upon stopping, thereby eliminating any back drifting. The brake will disengage when the system is powered to move and automatically reset when the carriage stops.
- Also via Storage Concepts, in November, the Court purchased a third license for Tab Fusion to contend with the backlog of files, resulting from the re-platforming issues - as referenced in the Annual Report of 2021, allowing an additional employee from the Record Retention Department to print the case-specific labels for the comprehensive case management system.
- In furtherance thereof, the Court purchased color block software from Storage Concepts for printing the bar-coded file labels, which are an essential component of the printing process.
- Upon the upgrade to a web-based process TAB Fusion provided, at the court's expense, full training of all staff members of the Record Retention Department on the use of the new web-based software.

RE-PLATFORMING OF OPERATING SYSTEM

As previously reported in 2021, the Court's data manager – Conduent - undertook a comprehensive conversion of its operating system from a Cobalt-based application to a Java/iCloud application. Multiple re-platforming issues surfaced, which affected the generation of various electronic reports to the Pennsylvania Department of Transportation, court staff, and other police agencies. The residual effects of the re-platforming continued to reverberate throughout 2022, including delayed transmission of conviction notices to the Pennsylvania Department of Transportation. Court administrators worked diligently with Conduent's programmers to continue to identify and address the issues, while engaging in dialogue with external agencies, including the Pennsylvania Department of Transportation and the City of Philadelphia's Office of Innovation and Technology (relative to anomalies with printing and generation of the eCitations). The systemic problems resulting from the conversion of a legacy system operating under COBALT to that of Java necessitated considerable time and the attention of the administrators of this court in 2022, who labored with Conduent's programmers to ensure the accurate, uninterrupted interface between the court's database and those of its ancillary counterparts.





FINANCIAL

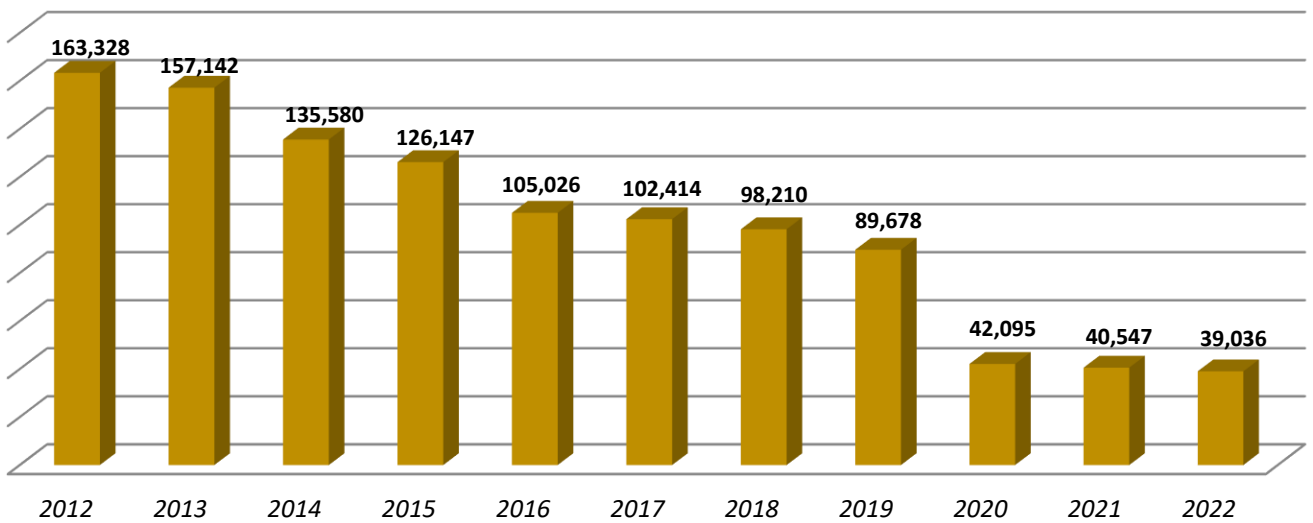
TRAFFIC DIVISION

Revenue collections, which have a direct correlation to ticket issuance, decreased by approximately \$3 million in calendar year 2022 - in comparison to calendar year 2021. The monies receipted by the Court were disbursed in accordance with the revenue distribution report and yielded the following totals for the State, the City, the Philadelphia Parking Authority, the Court's data manager, and the First Judicial District of Pennsylvania:

- Commonwealth of Pennsylvania - \$5,323,432.05
- City of Philadelphia - \$2,759,784.40
- Conduent - \$834,653.83
- Philadelphia Parking Authority - \$318,143.70
- FJD - \$1,505,263.14

For visual representation and comparison, two bar graphs are attached; one chronicles the level of citation issuance for all agencies from calendar year 2012 through calendar year 2022, while the other displays the breakdown in revenue distribution.

CITATION ISSUANCE - ALL AGENCY



YEAR	STATE	CITY	XEROX FEE	WARRANT FEE	PPA	2360 FEE	POSTAGE FEE	TOTAL REVENUE
2012	9,926,046.43	7,392,848.17	1,824,722.42	2,096,982.53	1,062,323.41	1,785,722.76	-	24,088,645.72
2013	9,791,972.62	7,355,330.22	1,848,320.76	2,235,477.18	1,064,316.08	1,792,921.34	-	24,088,338.20
2014	9,378,692.82	7,056,759.76	1,804,113.92	2,373,109.73	981,955.98	1,674,868.67	-	23,269,500.88
2015	9,291,555.21	6,435,217.01	1,635,931.24	2,368,716.94	755,747.77	1,509,051.50	-	21,996,219.67
2016	9,755,052.18	5,995,331.57	1,630,641.83	2,561,679.25	712,555.26	1,432,465.55	-	22,087,725.64
2017	9,003,161.02	5,213,845.12	1,451,989.83	2,742,466.31	622,108.51	1,329,894.57	-	20,363,465.36
2018	8,681,266.35	4,968,093.27	1,371,158.88	2,704,181.48	587,775.98	1,193,464.35	-	19,505,940.31
2019	8,503,079.57	4,659,627.07	1,333,290.54	2,663,767.79	566,432.46	1,057,660.55	-	18,783,857.98
2020	6,148,669.19	3,411,539.74	1,038,991.80	2,009,719.40	413,331.60	659,453.89	-	13,681,705.62
2021	6,275,915.19	3,672,021.42	1,157,006.99	2,063,439.07	410,551.80	521,116.77	-	14,100,051.24
2022	5,323,432.05	2,759,784.40	834,653.83	1,505,263.14	318,143.70	332,636.67	19,901.00	11,093,814.79
Total	\$ 92,078,842.63	\$58,920,397.75	\$15,930,822.04	\$25,324,802.82	\$ 7,495,242.55	\$13,289,256.62	\$ 19,901.00	\$213,059,265.41



FINANCIAL

TRAFFIC DIVISION

Remunerations are generated to the Traffic Division in a myriad of ways, and court records document the amounts receipted during calendar year 2022 as follows:

	2022	2021
PAYMENTS IN CASH	\$1,632,934.00	\$ 2,019,264.00
PAY BY WEB	\$3,271,466.26	\$ 5,281,140.01
CHECKS	\$ 977,974.83	\$1,126,676.48
FRONT COUNTER (CREDIT CARDS)	\$2,271,677.82	\$ 2,665,331.91
RECURRING PAYMENT PLANS	\$248,972.45	\$284,048.80

In addition, through the court’s IVR*, \$1,550,233.64 was paid by defendants who were attempting to satisfy their total debt or comply with their monthly payment obligation. (*The IVR allows defendants to retrieve information pertaining to their case file, obtain general information, or pay a citation via a telephone call to the Traffic Division.) Through connection with the Court’s database, the defendant can attain the date on which a payment is due, the amount due, and the case status.

All financial processes of the Traffic Division are subject to periodic compliance audits by the Department of the Auditor General. A comprehensive financial audit commenced in the summer of 2021. The objective of the audit was (1) to determine whether all monies collected on behalf of the Commonwealth had been correctly assessed, reported, and remitted promptly and appropriately and (2) to provide a report to the Department of Revenue to allow the Revenue Department to state and settle the Traffic Division’s account. Said audit for the period of July 1, 2016 through June 30, 2020, concluded in June 2022, at an exit conference with Administrative Judge Pittman; Deputy Court Administrator Hassett; and Debbie Kennedy, Auditor III, for the Bureau of County Audits. The Traffic Division’s internal financial controls were determined to be fiscally sound, notwithstanding one recurring finding regarding an inherent system-reporting imbalance, which the Court has continued to address since the original finding in 2017 by systematically and incrementally reducing the amount of the unidentified system/bank overages through the escheat process. As part of that finding, the Auditor General had also noted that five out of fifteen cases they arbitrarily reviewed had money held in escrow, i.e., the monies were not timely disbursed after the disposition date of the trial. The Court reported that the disbursements were delayed because of Covid-19 staff-related issues in 2020.

The Traffic Division escheated \$77,468.90 to the City of Philadelphia, which represented refund checks that were not cashed by court users, despite correspondence generated to them by the Court.





LEGAL / STAFFING

TRAFFIC DIVISION

LEGAL

The Court worked with its data manager to ensure incorporation of the fifty-cent cost increase of the 2022 motor vehicle citation into the Violation Code Table and fee schedule.

In anticipation of the expiration of the building lease - between the landlord, Arts & Crafts Holdings, and the First Judicial District of Pennsylvania - in February 2024, Administrative Judge Pittman; Deputy Court Administrator Hassett; and their Chief of Staff; along with other prominent officials of the First Judicial District of Pennsylvania, including President Judge Dugan; District Court Administrator Richard McSorley; Marc Flood, Esquire; and Michael Pratt, Esquire, embarked on an extensive tour of multiple properties in the Center City district that could be considered as a future site of the Traffic Division courthouse in the event the Lease is not renewed or renegotiated. By year end, the parties, through the intercession of the FJD's Procurement Department, was poised to consider a one-year extension of the existing lease, taking into consideration the cost of moving expenditures, offset by a possible reduction in square footage of the existing site.

The Re-Entry Program – The Court continued to work with United States Magistrate Judge Timothy Rice and his team of mentoring attorneys and volunteer law students on the Re-Entry Program. In September, law students from Temple University and the University of Pennsylvania met with Deputy Court Administrator Joseph L. Hassett, Esquire and John Lynch, Supervisor of the Court's appeal program, for a tour of the courthouse and an overview of the proceedings. The students observed several trials and hearings and gleaned a greater understanding of the Court's services and programs.

Court Administration met with representatives of the District Attorney's Office - including Chief Eleni Belesonzi, Assistant Chiefs Jeffrey Lindy and Jacqueline Scott, and Latrice Jackson, senior Paralegal of the Municipal Court-Traffic Division Unit. Chief Belesonzi replaced former Chief Robert Daisey, who retired in the spring of 2022. The Traffic Division continues to foster a productive professional relationship with the representatives of the District Attorney who represent the Commonwealth at all trial proceedings conducted at the Traffic Division.

STAFFING LEVELS / TRAINING

Staffing levels were reduced by two in 2022. Beginning the year with a complement of 93 employees - 15 of whom were assigned to the second shift - the Court witnessed the retirement, resignation, or transfer of twelve employees, whose positions included a cashier, clerical assistants, a court officer, a custodial worker (who resigned and was reinstated one month later), legal clerks, a supervisor, an administrative technician, and a service representative. Hiring continued to present its own unique challenges, as it is not uncommon for an individual to reconsider an offer of employment after undergoing the interview process and accepting the offer of employment. A recently hired employee resigned one month after beginning the position, and the hiring manager noted multiple instances when applicants would eagerly accept the opportunity to interview and then fail to appear on the designated starting date. Nevertheless, the Court welcomed nine individuals to the Traffic Division staff in 2022, including four cashiers, two court officers, and three legal clerks. Year-end staffing levels were reduced to 91 - with 14 of those individuals assigned to the second shift.

Training courses/sessions included the following presentations in 2022:

- Active Shooter – All FJD Employees (mandatory)
- Lunch & Learn Hiring Policy and Interviewing Best Practices – Directors
- Lunch & Learn Performance Management – Supervisory Personnel
- Lunch & Learn A Manager's Guide to Managing Difficult Situations – Supervisory Personnel

Court Administration met twice with the Division's four hearing officers in 2022 to review individual and cumulative case volume statistics and address topical procedural and legal matters including the following:

January 26, 2022:

- eTIMS Re-platforming Issues
- Pennsylvania State Police Citation Image Transmission Issues
- Citation Fee Increase for 2022

November 15, 2022:

- Protocol for Assignment of Interpreters to Courtrooms
- Joinder of Offenses and the Perfetto case (Amendment to PA Title 18 Section 110)
- Citation Fee Increase for 2023
- Recording of Proceedings (Trial, Impoundment and Motions)
- Granting of Continuance for Failure to Respond to Filed Citations (Disposition Code 66 and 96)
- Courtroom Assignments (Change in Court Schedule)
- Electronic Citation (No Image in File)

In addition, the Court provided legal education training for the Division's four attorney hearing officers. This year's curriculum was limited to a one-hour presentation by Joseph L. Hassett, Esquire, Deputy Court Administrator, relative to the Pennsylvania Rules of Court, Pennsylvania Motor Vehicle Code, and Traffic Division procedures.