

Circuit Court – Q3 2023

January - September

SELECTED PERFORMANCE MEASURES	
Use of State Certified Interpreters – Benchmark is 70%	85%
Number of languages requested	8
Total hours interpretation YTD	118.02
Cost for Interpreters:	\$22,783.60
Number of case appearances via remote (<i>Does not include hybrid hearings</i>)	14,088
Number of cases opened	13,407
Number of felony cases opened	1,004
Number of jury trials held	31
Number of jury trial days	60
Number of court trials held	85
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> ▪ Mandated services <ul style="list-style-type: none"> ○ Court-Appointed Attorneys ○ Appointment of Guardian Ad Litem ○ Interpreter Program ○ Transcription Services ○ Court-ordered Medical Evaluations – process claims ▪ Treatment Court (presided over by two judges) ▪ Reporting – County <ul style="list-style-type: none"> ○ Quarterly Report for Administration ○ Quarterly Report for Judiciary & Law Enforcement Committee ○ Year-End Fiscal Projection Reports for Finance ▪ Reporting - State <ul style="list-style-type: none"> ○ CS-147 Annual Circuit Court Revenue and Expenditure Circuit Court Uniform Chart of Accounts ○ CS-148 Quarterly Report for Interpreter Payment Request ▪ Staffing <ul style="list-style-type: none"> ○ Fully staffed. There are now five judicial assistants and one supervising judicial assistant. We have requested the supervisor position become exempt vs. non-exempt which will likely require McGrath review. If there is a change in the Pay Grade/Step (to align with other supervisors in the county) we expect to see an increase in wages/benefits of less than \$1,000. <p style="text-align: center;"><i>Except for judicial assistant, mandated services are administered by Clerk of Courts/Probate All reports are completed by the Clerk of Circuit Court</i></p>	

ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS

- The Courts are looking at additional security from the courtroom into chambers as well as exits to secure hallways in the form of security swipe locks. The request was moved from the Circuit Court budget request for 2023 into the Capital Budget for 2023. Currently waiting for the project to begin.
- Legislative Issues - specifically the Private Bar Rate Increase. The Informational Bulletin dated August 1, 2023, from the Director of State Courts indicates the Governor signed the state budget into law which increases the State Public Defender's private bar reimbursement rate to the new rate of \$100/hour, including travel rate to \$50/hour.

Counties are very hopeful that the State Public Defender (SPD) will be able to appoint attorneys at the \$100/hour rate so the Courts will not have to court-appoint attorneys. However, there are still some issues related to SPD appointments - unofficially, many don't want to take on a particularly difficult client as well as county pays faster than state. The Courts are still experiencing defendants that appear before them and still not have been assigned an attorney - one instance included an individual with 96 contact with SPD and still no attorney. Because of our Constitutional rights, it is unacceptable to have a case out there for so long and especially if the individual is in jail for such a long period of time without counsel. Therefore, we continue to see court-appointed attorneys in cases where a SPD should have appointed.

CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)

- Committees
 - CJCC
 - EBDM
 - Security & Facilities Committee
 - Adult Treatment Court Committee
 - Juvenile Justice Collaborating Committee
 - Criminal Court Review Committee
 - Courts Stakeholders Committee

GOALS FOR NEXT QUARTER

Continue to work with Rusk County
Continue to schedule only state certified interpreters

NOVEMBER 2023

Clerk of Courts – Q3 2023

January – September

SELECTED PERFORMANCE MEASURES	
Total Collections through regular payments:	\$2,679,543
Additional Collections:	
Debt turned over to SDC:	\$1,698,725.48
Debt Collected from SDC:	\$714,535
Collected from Tax Intercept	60,301
Collected from Interest	\$118,160
Number of Court hearings clerked:	19,084 (excluding traffic)
Number of Traffic hearings clerked:	1,203 (traffic only)
Number of Traffic/Ordinance Cases heard by Clerk	8,091
Number of docketed events:	191,097
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none">▪ Mandated services<ul style="list-style-type: none">○ Deputy clerks (includes all positions within office)○ Fiscal○ Court-appointed attorneys○ Jury Management○ Receive electronic court reporter notes and keep them in a secure electronic file○ Administer mandated services for the Circuit Court▪ Reporting - County<ul style="list-style-type: none">○ Quarterly Reports for Administration○ Quarterly Reports for Judiciary & Law Enforcement Committee○ Year-End Projections for Finance○ Unclaimed Funds Report▪ Reporting - State<ul style="list-style-type: none">○ CS-147 Circuit Court Revenue and Expenditure Uniform Chart of Accounts○ Jury Evaluation○ Juvenile Legal Fees Report○ Restitution Report○ Tax Warrant Bi-Annual Report○ U.S. Attorney eFiling Fee Report	

- County Committees
 - CJCC
 - EBDM
 - Security & Facilities Committee
 - Courts Stakeholders' Committee

- State Committees
 - Clerk's Institute
 - WCCCA Spring Conference
 - WCCCA Legislative Committee
 - Criminal Court Review Committee
 - Civil Forms Committee
 - Criminal Forms Committee
 - Family Model Record Keeping Committee
 - Civil Model Record Keeping Committee

- Staffing
 - Including the clerk of court position, we have 22 positions – one position on the Criminal Team is currently vacant.
- *The Brief* – publication sent to court partners regarding changes, procedures, and information related to the court system.

ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS

- Training of staff/new staff in the office.
- Retention is an issue that accounts for county-wide vacancies. In January, we lost one staff member to Dunn County Clerk of Courts Office; in April we lost a staff member to our local District Attorney's Office.
- Due to movement within the office and training, we chose to keep one position vacant for a period of time. We will be conducting interviews for this deputy clerk position for the Criminal Team after the budget has passed in November.
- We have requested that one LS1 deputy clerk position be abolished and create a LSII deputy clerk position on the Criminal Team. We then have the ability to provide overall training on the Criminal Team, as well as providing another deputy court clerk to add into the clerk rotation, while also rotating criminal clerks at the front counter who are familiar with all aspects of the questions that would come in at the counter and over the phone. This will provide better customer service as the counter clerk will not have to search for another Criminal Team deputy clerk to help.
- Legislative issues – see attached presented to the Joint Committee on Finance last quarter. The final bullet points were requested by the Wisconsin Clerk of Circuit Court Association (WCCCA) and were removed from further consideration by the committee as these are non-fiscal policy items. The association will continue to make these requests to the legislature.

CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)

- Continue working with State Debt Collection.
- Verify cases that have a statute requesting DNA collection for Department of Justice
- Work with Sheriff Office and CJCC data analyst on Fingerprint reviews
- Provide statistics to CJCCC and data analyst
 - Pretrial Program
 - Initial Appearances and cash bond ordered
 - Other requests
- Work with Court Operations on legal and procedural questions; as well as CCAP for hardware and software
- Collaboration with Child Support Agency - a Cooperative Agreement was signed end of March. We maintain timekeeping spreadsheets and provide them quarterly to Child Support Agency for reimbursement of funding from the state relative to IV-D cases. Also per that agreement, we provide them with weekly reports regarding restraining orders.
- Collaborate with IS for connectivity between state and county computer systems, as well as courtroom technology issues.
- Work directly with many other court partners on a daily basis

GOALS FOR NEXT QUARTER

- Hire new staff for vacancy with a January 2024 start date.
- Continue to train deputy clerks holding new positions in the office.