



2024 QUARTER 1 | CIRCUIT COURT

SELECTED PERFORMANCE MEASURES

| | |
|---|-------------|
| Use of State Certified Interpreters – Benchmark is 70% | 72% |
| Number of languages requested | 6 |
| Total hours interpretation YTD | 49.37 |
| Cost for Interpreters: | \$12,509.08 |
| Number of case appearances via remote (<i>Does not include hybrid hearings</i>) | 1,593 |
| Number of cases opened | 4,292 |
| Number of felony cases opened | 298 |
| Number of jury trials held | 7 |
| Number of jury trial days | 22 |
| Number of court trials held | 24 |

SUMMARY OF CURRENT ACTIVITIES

- Mandated services
 - Court-Appointed Attorneys
 - Appointment of Guardian Ad Litem
 - Interpreter Program
 - Transcription Services
 - Court-ordered Medical Evaluations – process claims
- Treatment Courts (presided over by two judges)
- Reporting – County
 - Quarterly Report for Administration
 - Quarterly Report for Judiciary & Law Enforcement Committee
 - Year-End Fiscal Projection Reports for Finance
- Reporting - State
 - CS-148 Quarterly Report for Interpreter Payment Request
- The swipe locks from courtroom into chambers/secure hallways project for all branches has been completed this quarter.

Our Core Behaviors:

Proactive Ownership | Infinite Possibilities | Customer First | Stronger Together | Ardent Learners | Unwavering Respect

- Staffing
 - Fully staffed. There are now five judicial assistants and one judicial assistant supervisor.
 - Chief Judge Maureen Boyle (Barron County) has completed her tenure as chief judge of the 10th District. Judge John Anderson (Bayfield County) has been named District 10 Chief Judge.
 - Presiding Judge Michael A. Schumacher announced his retirement effective August 9, 2024.
- *Except for judicial assistant, mandated services are administered by Clerk of Courts/Probate
All reports are completed by the Clerk of Circuit Court*

ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS

- State public defender appointments continue to be an issue statewide.
- Although we continue to work with Rusk County on criminal cases, we are drawing to an end. There are three cases left scheduled for jury trial.
- Appointment of a new judge – appointment goes through July 31, 2025. Election in April 2025 will determine the judgeship for the following 6 years.
- Two court reporters will be retiring in June 2024, those state positions will need to be filled.

STRATEGIC INITIATIVES (GREEN / AMBER / RED)

- Committees
 - Criminal Justice Collaborating Council (CJCC)
 - Evidence Based Decision Making (EBDM)
 - Security & Facilities Committee
 - Adult Treatment Court Committee
 - Juvenile Justice Collaborating Council 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

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2024 QUARTER 1 | CLERK OF COURT

SELECTED PERFORMANCE MEASURES

| | |
|--|---------------------------|
| Total Collections through regular payments: | 3,229,598 |
| Additional Collections: | |
| Debt turned over to SDC: | \$1,163,057.32 |
| Debt Collected from SDC: | \$262,385 |
| Collected from Tax Intercept | \$51,407 |
| Collected from Interest | \$31,593 |
| Number of Court hearings clerked: | 6,067 (excluding traffic) |
| Number of Traffic hearings clerked: | 515 |
| Number of Traffic/Ordinance Cases heard by Clerk | 2,515 |
| Number of docketed events: | 76,195 |

SUMMARY OF CURRENT ACTIVITIES

- Mandated services
 - Deputy status (includes all positions within office)
 - Fiscal
 - Collections
 - Jury Management
 - Court-appointed attorneys
 - Receive electronic court reporter notes and keep them in a secure electronic file
 - Administer all mandated services for the Circuit Court
- Reporting – County
 - Quarterly Reports for Administration
 - Quarterly Reports for Judiciary & Law Enforcement Committee
- Reporting - State
 - Jury Evaluation
 - Juvenile Legal Fees Recoupment Report
 - U.S. Attorney eFiling Fee Report
- County Committees
 - Criminal Justice Collaborating Council Committee – CJCC
 - Evidence Based Decision Making Committee – EBDM
 - Security & Facilities Committee
 - Criminal Court Review Committee

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- State Committees
 - Clerk’s Institute
 - WCCCA Conferences
 - WCCCA Legislative Committee
 - Criminal Court Review Committee
 - Civil Forms Committee
 - Criminal Forms Committee
 - Civil Model Record Keeping Committee
 - Family Model Record Keeping Committee
 - Small Claims Model Record Keeping Committee

- Staffing
 - Including the clerk of court position, we have 22 full-time positions. During 4th quarter, we had several positions open and movement within the office to promote into vacant positions. Currently, we are in the middle of training several staff into new positions, and conducting continual interviews to fill the final two positions.

- *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 continues to be an issue that accounts for our vacant positions.

These vacancies have caused on-going undue stress among staff. In 2024, due to the revolving position at the front criminal counter, we were able to abolish that LSI position and create a LSII position. Criminal court clerks are assigned on a rotation basis to cover the front criminal counter. This is working wonderfully in the coverage and knowledge base provided to the public.

A request was made to abolish two LSI positions on the Civil/Family Team and create two LSII positions when working on the 2025 budget. This has several benefits: we will have the capability of movement within the office without the costs associated with posting vacant positions, staff time to conduct interviews when our intent is to “promote from within” anyway, and then to fill the vacant positions. This request was approved by Human Resources and the County Administrator.

As to increase in salary/benefits to abolish and create these positions: salary increase would be minimal with no increase in benefits.

- CCAP eFiling fee – there will be an increase from \$20 to \$35 which will take effect in 2nd Quarter 2024.

- Legislative issues – the Wisconsin Clerk of Circuit Court Association (WCCCA) has been very active this year. Although the Legislative session ended in February, we have been discussing numerous bills with our legislators over the past year.
 - AB412/SC402 – Battery/Threat to jurors was introduced late last session. We believe it will pass as it passed in the Senate and is now in the Assembly.
 - AB337/SC327 – Garnishment. Governor’s office is wishy/washy. May pass, but governor doesn’t have to sign. Will look at again in May 2024. We are against this bill – will mean that refileing garnishments will not require a filing fee which would be a great revenue loss to clerk of court offices.
 - AB1032/SB944 – Information on CCAP. We will continue to monitor during new session.
 - CCAP would like to create a way to search other things; i.e., all crimes, county judges assigned, penalty imposed, etc.

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- Preliminary Draft for Fee Schedule – Fees that are 100% county retained and have not been increased in over 30 years. These include:
 - Demand for jury trial: from \$6/juror to \$16/juror
 - Issue an execution, certificate, commission to take depositions, transcript from the judgment and lien docket, or writ not commencing an action or special proceeding or to file and enter a judgment, transcript of judgment, lien, warrant, or award: from \$5 to \$10
 - Filing a foreign judgment: from \$15 to \$25
 - Service of summons by mail in an eviction, garnishment, small claims or certain other civil actions: from \$2/defendant to \$7/defendant
 - Commencing a small claims action in circuit court: from \$22 to \$31
 - Commencing most garnishment actions: from \$20 to \$32.50
Under current law, the county must pay \$11.80 of each small claims filing fee and \$12.50 of each garnishment filing fee to the secretary of administration to be deposited in the general fund, and the county retains the balance for use by the county. The bill does not change the amount of the fees that the county must pay to the secretary.

STRATEGIC INITIATIVES (GREEN / AMBER / RED)

- 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 CJCC 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. 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.
- Work directly with many other court partners on a daily basis.

GOALS FOR NEXT QUARTER

- Hire new staff for vacancies within the office.
- Continue to train deputy clerks holding new positions in the office.

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