

Courts Summary

	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Proposed Budget FY 07	% Change From Orig. FY 06	% Change From Adj. FY 06
Circuit Court	\$1,082,616	\$1,215,920	\$1,211,680	\$1,155,330	-4.98%	-4.65%
Juvenile Master	242,407	255,390	255,380	269,110	5.37%	5.38%
Orphan's Court	31,065	32,980	32,980	31,830	-3.49%	-3.49%
Volunteer Community Service	125,972	134,040	134,630	141,360	5.46%	5.00%
Total Courts	\$1,482,060	\$1,638,330	\$1,634,670	\$1,597,630	-2.48%	-2.27%

Budget Changes

- The difference between the FY 06 Original Budgets and the FY 06 Adjusted Budgets are primarily due to salary adjustments.
- The 4.65% decrease in the Circuit Court budget is primarily due to a combination of a 5% planned salary increase and the elimination of two court reporter positions. The addition of Court Smart, a digital court reporting system, allowed for this reduction in personnel.

Highlights, Changes and Useful Information

- In FY 05, there were 6,654 Circuit Court filings, a 18.27% increase since FY 01. The largest areas of increase occurred in criminal filings, jury trials emanating from District Court, tort filings and contract filings.
- The County is partially reimbursed by the State for the salaries and benefits of the Standing Juvenile Master and the part time Standing Juvenile Master.
- A total of 22,625 juvenile and adult offenders have been referred to the Volunteer Community Service Program since its inception in October 1980. Volunteer hours from October 1980 through October 2005 total 756,271. Calculated at a rate of \$5.15 per hour, the total value of the volunteer hours is \$3,894,795

Circuit Court

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Proposed Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$958,062	\$1,063,910	\$1,059,670	\$1,005,360	-5.50%	-5.13%
Operating	117,206	146,510	146,510	146,470	-0.03%	-0.03%
Capital Outlay	7,348	5,500	5,500	3,500	-36.36%	-36.36%
Total	\$1,082,616	\$1,215,920	\$1,211,680	\$1,155,330	-4.98%	-4.65%
Employees FTE	27.64	30.64	30.64	28.64	-6.53%	-6.53%

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

The Honorable Michael M. Galloway, Administrative Judge
(410) 386-2650
Robert Sandlass, Senior Budget Analyst (410) 386-2082

Description

The Circuit Court is a trial court of general jurisdiction, which handles major civil cases and serious criminal matters. The Circuit Court also has appellate jurisdiction over the District Court and certain administrative agencies. The Circuit Court has full common law, equity powers and jurisdiction in all civil and criminal cases within the County and all additional powers and jurisdiction conferred by the Constitution and by law, except where, by law, jurisdiction has been limited or conferred upon by another tribunal.

Program Highlights

- The Pro Se Clinic arranges for the services of an experienced domestic violence attorney for income eligible persons who need assistance in filing pleadings in domestic matters.
- In FY 05, there were 6,654 Circuit Court filings, an 18.2% increase over FY 01 filings. Largest areas of increase occurred in criminal filings, jury trials emanating from District Court, tort filings and contract filings.

Budget Changes

- The difference between the FY 06 Original Budget and the FY 06 Adjusted Budget is due to salary adjustments.
- The 5.13% decrease in personnel in FY 07 is due to a combination of a planned 5% growth in salaries and the elimination of two court reporter positions. The addition of Court Smart, a digital court reporting system, allowed for this reduction in personnel.
- Generally, operating expenses were planned to grow at 3% between FY 06 and FY 07. Most budgets, including this one, were held at or near that level.

Positions

Title	Type	FTE
<i>Bailiff</i>	Contractual	13.39
<i>Court Administrator</i>	By-law	1.00
<i>Court Assignment Officer</i>	Full-time	4.00
<i>Court Reporter</i>	Full-time	3.00
<i>Court Reporter/Librarian</i>	Full-time	1.00
<i>Courthouse Assistant Bailiff</i>	Contractual	0.50
<i>Deputy Court Administrator</i>	Full-time	1.00
<i>Judicial Assistant</i>	Full-time	3.00
<i>Jury Commissioner</i>	Full-time	1.00
<i>Law Clerk</i>	Full-time	0.75
Total		28.64

Actual FTEs for Bailiffs are based on budgeted funds available.

Juvenile Master

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Proposed Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$238,030	\$250,760	\$250,750	\$263,300	5.00%	5.00%
Operating	4,377	4,630	4,630	4,510	-2.59%	-2.59%
Capital Outlay	0	0	0	1,300	100.00%	100.00%
Total	\$242,407	\$255,390	\$255,380	\$269,110	5.37%	5.38%
Employees FTE	3.50	3.50	3.50	3.50	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

The Honorable Michael M. Galloway, Administrative Judge
(410) 386-2650
Robert Sandlass, Senior Budget Analyst (410) 386-2082

Positions

Title	Type	FTE
Judicial Assistant	Full-time	1.00
Legal Assistant	Full-time	1.00
Master for Juvenile Causes	By-law	1.00
Standing and Juvenile Master	By-law	0.50
Total		3.50

Mission

The mission of this court is to see that children with needs are given the appropriate services to assist them and that all children who are involved in delinquent behavior receive intervention from appropriate agencies.

Description

The Juvenile Master functions as part of the Circuit Court for Carroll County and presides over the hearings. All delinquency, Child in Need of Assistance and Child in Need of Supervision cases are heard in this Court. The Juvenile Court also handles some divorce cases and matters involving the custody and support of children. The Juvenile Court works closely with other agencies such as the Department of Juvenile Services, the Carroll County Department of Social Services, the State's Attorney's Office, the Office of the Public Defender and the Board of Education.

Program Highlights

- The Masters periodically handle status conferences to coordinate and process cases more quickly.
- The County is being reimbursed by the State for the salaries and benefits of the Standing Juvenile Master and the part-time Standing Juvenile Master.

Budget Changes

Generally, salary expenses were planned to grow 5% between FY 06 and FY 07. Most budgets, including this one, were held at or near that level.

Orphan's Court

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Proposed Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$30,002	\$30,010	\$30,010	\$30,010	0.00%	0.00%
Operating	1,064	1,780	1,780	1,820	2.25%	2.25%
Capital Outlay	0	1,190	1,190	0	-100.00%	-100.00%
Total	\$31,065	\$32,980	\$32,980	\$31,830	-3.49%	-3.49%
Employees FTE	0.00	0.00	0.00	0.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

The Honorable Dorothy V. Utz, Chief Judge (410) 386-2086
 Robert Sandlass, Senior Budget Analyst (410) 386-2082

Mission and Goals

The purpose of the probate process is to provide a mechanism to transfer assets titled in the decedent's name alone, assure proper application of funds and protection of rights for creditors.

Goals include:

- Enforce the statutes for the assessment and collection of inheritance tax.
- Provide the framework for the proper distribution of the net distributable estate to the legal heirs.
- Conduct and preside over court hearings.
- Read and examine every estate of persons who die in Carroll County.

Description

The Judges of the Orphan's Court probate wills greater than \$20,000. Their functions include:

- Ensuring that all deceased person's wills are carried out in accordance with their desires.
- Protecting the rights of heirs in the absence of a will.
- Providing action on disputes over estates.

In addition, the Court approves all petitions for personal representative fees, attorney fees and funeral expenses in accordance with the laws of the State of Maryland

In accordance with the laws of the State of Maryland, the County pays the salaries and expenses of three Orphan's Court Judges. Salaries of the Orphan's Court Judges are set by law and may only change at the beginning of their four-year term.

Budget Changes

Generally, operating expenses were planned to grow at 3% between FY 06 and FY 07. Most budgets, including this one, were held at or near that level.

Volunteer Community Service Program

Description	Actual FY 05	Original Budget FY 06	Adjusted Budget FY 06	Proposed Budget FY 07	% Change From Original FY 06	% Change From Adjusted FY 06
Personnel	\$120,891	\$128,920	\$129,510	\$135,990	5.48%	5.00%
Operating	5,081	5,120	5,120	5,370	4.88%	4.88%
Capital Outlay	0	0	0	0	0.00%	0.00%
Total	\$125,972	\$134,040	\$134,630	\$141,360	5.46%	5.00%
Employees FTE	3.00	3.00	3.00	3.00	-----	-----

Note: The Adjusted Budget includes budget changes made during the year. On-going mid-year changes have been annualized for comparison purposes.

Contact

The Honorable Michael M. Galloway, Administrative Judge (410) 386-2650
Robert Sandlass, Senior Budget Analyst (410) 386-2082

- Cutting firewood at Camp Hashawha and Piney Run Park.
- Cleaning the Agricultural Center after special events.
- Removing books and shelving from the Circuit Court Law Library.
- Assisting with landscaping projects at Springfield Hospital.
- Assisting volunteer fire departments clean up after carnivals.
- Setting up and taking down shelving at the 4-H Fair.
- Pulling weeds and scrubbing the kitchen at the Union Bridge Volunteer Fire Department.

Mission and Goals

Volunteer Community Service Program's (VCSP) mission is to offer a positive alternative to the traditional sentencing options used by the Courts in Carroll County.

Goals include:

- To ensure as many organizations and agencies as possible benefit from the services that VCSP provides.
- To perform court-ordered community service hours at private, non-profit organizations and government agencies.

Description

The VCSP, functioning under the authority of the Circuit Court of Carroll County, has been in operation since October 1980. VCSP interviews, places and monitors juvenile and adult non-violent offenders who have been referred to the program by the Circuit Court, District Court, Juvenile Court and the Department of Juvenile Justice as part of their rehabilitation.

Court ordered community service hours must be performed at private, non-profit organizations and government agencies. The VCSP continues to operate its Sunday work crew. This crew, staffed by community service workers and supervised by the Community Service Coordinator, works most Sunday mornings from 7:00 a.m. until 12 noon. The crew travels throughout Carroll County helping various County agencies and non-profit organizations with special projects.

Budget Changes

- The difference between the FY 06 Original Budget and the FY 06 Adjusted Budget is due to salary adjustments.
- Generally, salary expenses were planned to grow 5% and operating expenses at 3% between FY 06 and FY 07. Most budgets, including this one, were held at or near that level.

Positions

Title	Type	FTE
Caseworker	Full-time	1.00
Community Service Coordinator	Full-time	1.00
Program Assistant	Full-time	1.00
Total		3.00

Program Highlights

- A total of 22,625 juvenile and adult offenders have been referred to the program since its inception in October 1980 through October 2005.
- Volunteer hours from October 1980 through October 2005 total 756,271.
- Calculated at a rate of \$5.15 per hour, the total value of the volunteer hours is \$3,894,800.
- In 2005, the Sunday work crew assignments included: