

Courts Summary

	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Circuit Court	\$1,299,005	\$1,297,445	\$1,297,445	\$1,308,540	0.86%	0.86%
Circuit Court Masters	490,533	510,510	510,510	506,760	-0.73%	-0.73%
Orphan's Court	27,752	31,960	31,960	31,960	0.00%	0.00%
Volunteer Community Service	135,747	133,670	133,670	133,770	0.07%	0.07%
Total Courts	\$1,953,037	\$1,973,585	\$1,973,585	\$1,981,030	0.38%	0.38%

Mission and Goals

The mission of the Carroll County Courts is to serve its residents in the determination of litigation in criminal matters, domestic and child support cases in accordance with the Constitution.

Goals include:

- Maintain a commitment to expediting and timeliness of the judicial process in order to enhance and build the public's trust and confidence in the justice system.
- Provide the framework for proper distribution of estates to legal heirs.
- Assist children with needs and children involved in delinquent behavior receive intervention from appropriate agencies.
- Provide prompt resolution of family law issues such as visitation, divorce and custody.
- Ensure as many non-profit organizations and government agencies receive benefit from services of the Volunteer Community Service Program as possible.

Highlights, Changes and Useful Information

- Since FY 09, staff in the Circuit Court funded by the Operating Budget has not changed, while staff funded in the Grant Fund has increased slightly.
- The Circuit Court is part of a separate and equal branch of government. While the Commissioners have a legal requirement to adequately fund the Circuit Court, they do not have operational authority over it.
- The Circuit Court Masters and Volunteer Community Services are under the control of the Circuit Court of Carroll County.
- The State directly pays for the salaries and benefits for the Circuit Court Judges, their law clerks, and the Standing Equity Masters. The County is partially reimbursed by the State for the salaries and benefits of the two Circuit Court Juvenile Masters. Support staff, such as court reporters and bailiffs, is funded by the County.
- In addition to direct funding to the Circuit Court, the County also provides in-kind support, including health, retirement and other fringe benefits; payment of payroll taxes, building maintenance; technology services and support; and access to the County's fleet of pool vehicles and Personnel Services' staff.

Budget Changes

- The increase in the Circuit Court budget is primarily due to the increase in bailiff hours required for visiting judge and Civil Master court coverage.
- In FY 11 there are no salary increases and operating budgets are generally held flat or reduced from FY 10.

Circuit Court

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$1,202,780	\$1,179,765	\$1,179,765	\$1,193,165	1.14%	1.14%
Operating	94,061	114,180	114,180	113,375	-0.71%	-0.71%
Capital Outlay	2,165	3,500	3,500	2,000	-42.86%	-42.86%
Total	\$1,299,005	\$1,297,445	\$1,297,445	\$1,308,540	0.86%	0.86%
Employees FTE	29.06	29.06	29.06	29.06	-----	-----

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
Cecilia Devilbiss, Budget Analyst (410) 386-2082

Mission

The mission of the Circuit Court for Carroll County is to serve its residents in the determination of litigation in serious criminal matters, substantive civil cases, domestic and child support cases, in accordance with the Constitution, while administering justice in an honest, fair, and efficient manner.

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

- Drug Treatment Court, implemented in FY 07, had 17 participants successfully complete the intensive thirteen month outpatient program.
- A new Circuit Court website launched: <http://ccgovernment.carr.org/ccg/circuit-court/Default.aspx>
- The court continues to actively participate in improving the mandated Maryland Circuit Courts Time Standards

Budget Changes

- The 1.14% increase in Personnel is due to an increase in bailiff hours required for visiting judge and Civil Master court coverage.
- The 42.86% decrease in Capital Outlay is due to a one-time furniture purchase in FY 10.

Positions

Title	Type	FTE
Bailiff	Contractual	14.06
Court Administrator	Full-time	1.00
Court Assignment Officer	Full-time	4.00
Court Reporter	Full-time	3.00
Court Reporter/Librarian	Full-time	1.00
Deputy Court Administrator	Full-time	1.00
Judicial Assistant	Full-time	3.00
Jury Commissioner	Full-time	1.00
Staff Attorney	Full-time	1.00
Total		29.06

Contractual FTE for Bailiffs is based on .5

Total County Funding to Circuit Court

Department	Estimated Cost
Circuit Court	\$1,308,540
Fringe Benefits	210,270
Payroll Taxes	95,450
Utilities	66,540
Building Repairs	124,850
Technology Support	43,000
Grant's Cash Match	130,510
Total	\$1,979,160

Circuit Court Masters

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$480,196	\$502,880	\$502,880	\$501,600	-0.25%	-0.25%
Operating	5,782	7,330	7,330	5,160	-29.60%	-29.60%
Capital Outlay	4,555	300	300	0	-100.00%	-100.00%
Total	\$490,533	\$510,510	\$510,510	\$506,760	-0.73%	-0.73%
Employees FTE	8.00	8.00	8.00	8.00	-----	-----

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
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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 Court functions as part of the Circuit Court but the Circuit Court Masters preside over the hearings. All delinquency, Child in Need of Assistance, and Child in Need of Supervision cases are heard in Juvenile Court. Certain Family Law cases such as divorce, custody, support and contempt matters are also heard as Peace Orders. 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 handle Scheduling Conferences in Family Law cases in an effort to process cases more quickly.
- Direct funding from the State is provided for two contractual Domestic Masters.
- The County is partially reimbursed by the State for the salaries and benefits of two full-time Standing and Circuit Court Masters.

Budget Changes

- There are no salary increases in FY 11.
- The 29.60% decrease in Operating is due to a reduction in training expenditures.
- The decrease in Capital Outlay is due to a one-time furniture purchase in FY 10.

Positions

Title	Type	FTE
Judicial Assistant	Full-time	4.00
Legal Assistant	Full-time	2.00
Master for Juvenile Causes*	Full-time	1.00
Standing and Circuit Court Master*	Full-time	1.00
Total		8.00

*Salary and partial benefits reimbursed by the State

FTE's do not include two Domestic Masters who support the Juvenile Court and paid directly by the State; not County employees.

Total County Funding to Circuit Ct Masters

Department	Estimated Cost
Circuit Court Masters	\$506,760
Fringe Benefits	140,550
Payroll Taxes	40,130
Total	\$687,440

Orphan's Court

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$26,617	\$30,000	\$30,000	\$30,000	0.00%	0.00%
Operating	1,135	1,960	1,960	1,960	0.00%	0.00%
Capital Outlay	0	0	0	0	0.00%	0.00%
Total	\$27,752	\$31,960	\$31,960	\$31,960	0.00%	0.00%
Employees FTE	0.75	0.75	0.75	0.75	-----	-----

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
Cecilia Devilbiss, Budget Analyst (410) 386-2082

Mission and Goals

To review all estates verify that the Personal Representative has complied with the Annotated Code of MD-Estates and Trusts and distributes the estate according to the deceased's will.

Goals include:

- Enforce the statutes for the assessment and collection of inheritance tax.
- Educate the public to the need for a will.
- Provide the framework for the proper distribution of the net distributable estate to the legal heirs.
- 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 are to:

- Ensure that all deceased person's wills are carried out in accordance with their desires.
- Protect the rights of heirs in the absence of a will.
- Preside over probate hearings where there are disputes as to the administration of the estate.

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

In FY 11 there are no salary increases and operating budgets are generally held flat or reduced from FY 10.

Positions

Title	Type	FTE
Judge Orphan's Court	By-Law	.75
Total		.75

Total County Funding to Orphan's Court

Department	Estimated Cost
Orphan's Court	\$31,960
Payroll Taxes/Pension	5,379
Total	\$37,339

Volunteer Community Service Program

Description	Actual FY 09	Original Budget FY 10	Adjusted Budget FY 10	Recomm Budget FY 11	% Change From Orig. FY 10	% Change From Adj. FY 10
Personnel	\$130,538	\$128,570	\$128,570	\$128,570	0.00%	0.00%
Operating	5,209	5,100	5,100	5,200	1.96%	1.96%
Capital Outlay	0	0	0	0	0.00%	0.00%
Total	\$135,747	\$133,670	\$133,670	\$133,770	0.07%	0.07%
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

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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.

The crew works from 7 am until 12 noon most Sunday mornings staffed by community service workers and supervised by the Community Service Coordinator. The group travels throughout Carroll County helping various County agencies and non-profit organizations with special projects.

Program Highlights

- 836 juvenile and adult offenders completed hours in the community service program in FY 09.
- 29,074 volunteer hours were completed by offenders during FY 09, an increase of 39% over FY 08.

In 2009, the Sunday work crew assignments included:

- Cleaning the Agriculture Center's Shipley Arena after special events
- Landscaping projects at Springfield Hospital Center
- Assisting with annual fairs/festivals at the Carroll County Farm Museum
- Assisting volunteer fire departments clean up after carnivals
- Setting up and taking down shelving at the 4-H Fair

Budget Changes

In FY 11 there are no salary increases and operating budgets are generally held flat or reduced from FY 10.

Positions

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

Total County Funding to VCS

Department	Estimated Cost
Volunteer Community Service	\$133,770
Fringe Benefits	36,000
Payroll Taxes	10,285
Total	\$180,055