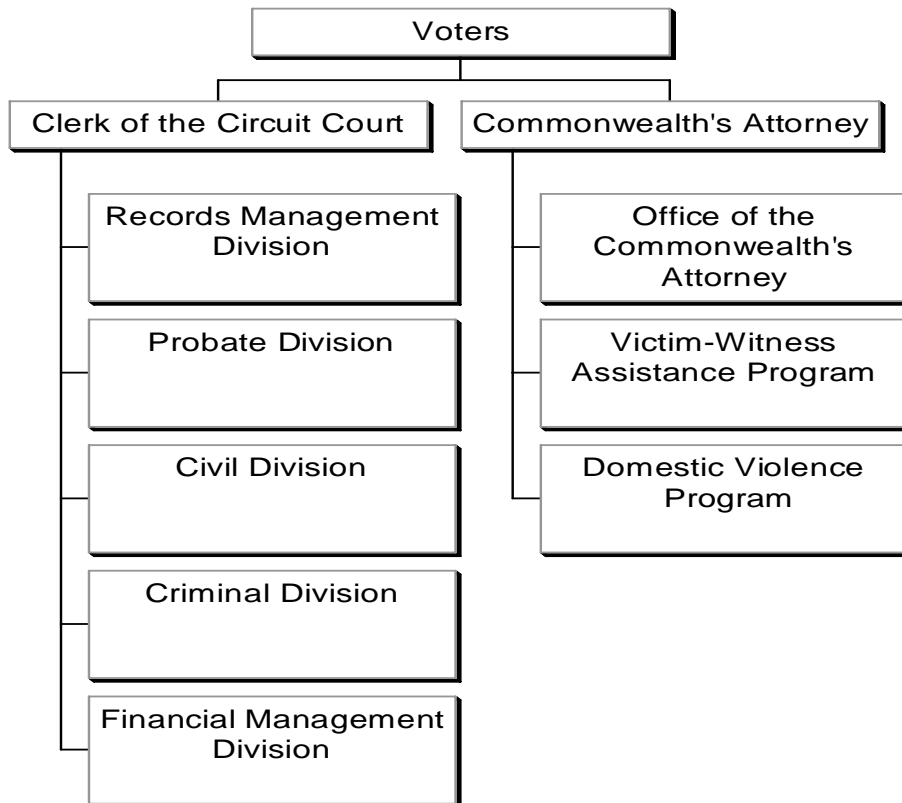


Clerk of the Circuit Court & Commonwealth's Attorney's Office



Clerk of the Circuit Court

The Clerk of Circuit Court is the custodian of all permanent records for the citizens of York County and the City of Poquoson. The following divisions accomplish these tasks:

- **Records Management Division** - Assigns document numbers for land records, judgments, financing statements; collects fees and taxes; creates indexes and scans all documents for permanent record; makes copies of permanent records requested by public; issues marriage licenses; files all documents.
- **Probate Division** - Files wills; collects probate tax and clerk's fee; issues certificates of qualification for executors, administrators, trustees, guardians, and conservators authorizing them to manage estates.
- **Civil Division** - Files civil cases (lawsuits, divorces, adoptions, name change petitions, etc.); prepares papers for service; issues subpoenas and concealed handgun permits; processes court orders; docket judgments; submits monthly reports to the Bureau of Vital Statistics.
- **Criminal Division** - Prepares docket and case files for felonies and misdemeanor appeals; assists judge in courtroom for criminal cases; prepares criminal orders; processes criminal orders and distributes them to appropriate agencies; enters fines and costs data into financial system; submits monthly statistical reports to Supreme Court of Virginia; prepares master jury list for each term of court, maintains grand jury list and prepares grand jury orders.
- **Financial Management Division** - Orders supplies; generates payments or payment requests for supplies, court appointed attorneys, juries, witnesses, court reporters, psychologists; balances financial accounts and reconciles bank accounts; collects fines and costs; deposits and disburses trust funds or escrowed funds as directed by court; prepares financial reports required by State.

Commonwealth's Attorney's Office

The Commonwealth's Attorney's Office is responsible for prosecuting all felonies, misdemeanor appeals and certain misdemeanors and criminal forfeiture cases originating in York County and the City of Poquoson. The Commonwealth's Attorney also advises law enforcement personnel regarding criminal law and procedure; renders advisory opinions to local officials regarding conflicts of interest, and responds to citizen's inquiries regarding State law, local ordinances and the criminal justice system. The Commonwealth's Attorney's Office provides a specially trained prosecutor with extensive expertise to handle cases involving juvenile defendants and supervises two separately funded programs which provide designated services to victims and witnesses of crime and victims of intimate partner violence and other sexual assault:

- **Victim-Witness Assistance Program** - assists crime victims and prosecution witnesses to understand and participate fully with the criminal justice system and with collection of compensation for financial losses which result from criminal offenses; and
- **Domestic Violence Program** - primarily responsible for the prosecution of domestic violence, rape and other sexual assault, and stalking offenses committed against adult women.

Clerk of the Circuit Court Commonwealth's Attorney's Office

	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget	% Change Original 2008 / Adopted 2009
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Expenditure by Activity:

Clerk of the Court	763,387	778,496	883,258	914,656	949,872	949,909	3.85%
Commonwealth's Attorney	764,909	816,594	887,463	946,337	950,073	994,435	5.08%
Victim-Witness	116,388	122,045	167,742	176,930	288,891	186,419	5.36%
Domestic Violence	<u>44,822</u>	<u>46,520</u>	<u>53,029</u>	<u>58,688</u>	<u>55,744</u>	<u>48,970</u>	-16.56%
Total Expenditures	<u>1,689,506</u>	<u>1,763,655</u>	<u>1,991,492</u>	<u>2,096,611</u>	<u>2,244,580</u>	<u>2,179,733</u>	3.96%

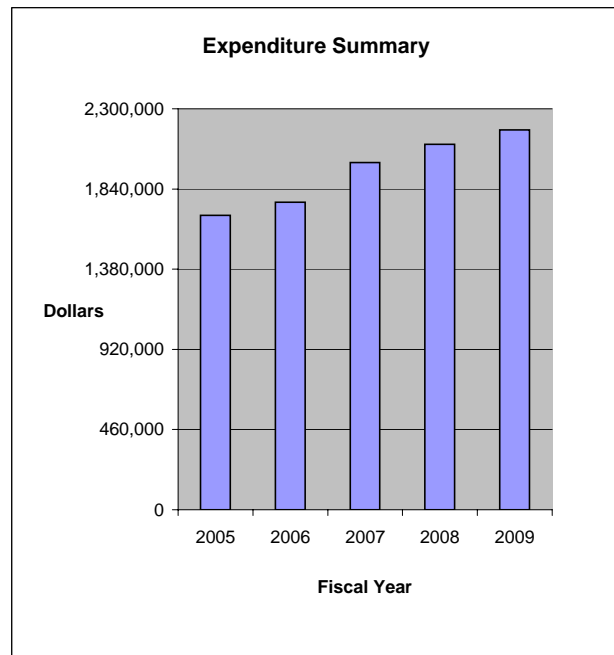
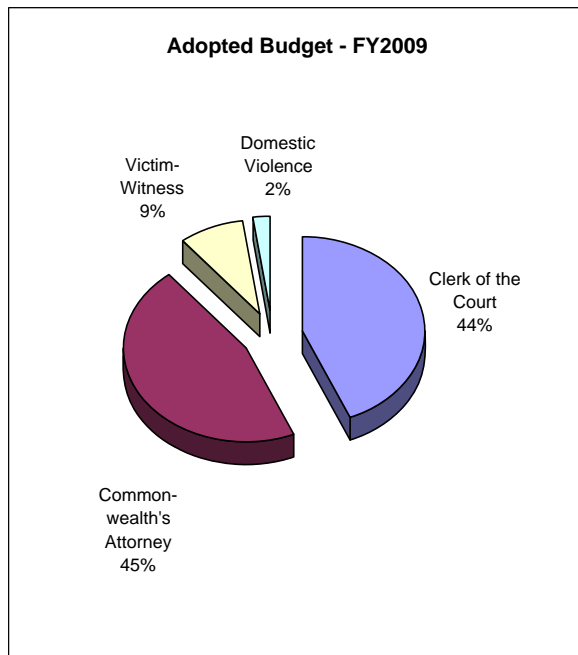
Expenditure By Category:

Personnel Services	1,547,103	1,639,501	1,821,763	1,961,416	1,985,307	2,051,073	4.57%
Contractual Services	29,954	35,071	25,972	48,970	53,449	48,935	-0.07%
Internal Services	3,014	1,877	83	100	100	100	0.00%
Other Charges	28,325	27,477	32,423	38,240	43,478	36,850	-3.63%
Materials & Supplies	18,713	23,655	23,745	26,125	27,940	25,775	-1.34%
Leases & Rentals	-	-	-	2,160	2,160	-	-100.00%
Capital Outlay	61,848	36,074	87,506	19,600	28,695	17,000	-13.27%
Grant Activity	549	-	-	-	103,451	-	0.00%
Total Expenditures	<u>1,689,506</u>	<u>1,763,655</u>	<u>1,991,492</u>	<u>2,096,611</u>	<u>2,244,580</u>	<u>2,179,733</u>	3.96%

% of Total FY2009
Funding Sources

Funding Sources:

Local/State Non-Categorical	361,837	294,439	474,689	607,930	607,930	749,871	34.41%
Charges for Services	366,108	461,957	424,631	473,600	473,600	387,200	17.76%
State/Fed Grants	121,360	134,767	122,996	105,855	218,608	114,056	5.23%
State Comp Board	<u>840,201</u>	<u>872,492</u>	<u>969,176</u>	<u>909,226</u>	<u>944,442</u>	<u>928,606</u>	42.60%
Total Funding Sources	<u>1,689,506</u>	<u>1,763,655</u>	<u>1,991,492</u>	<u>2,096,611</u>	<u>2,244,580</u>	<u>2,179,733</u>	<u>100.00%</u>



Clerk of the Circuit Court

Mission:

To provide excellent services to the general public in an accurate, courteous, timely, and professional manner, in accordance with the laws and Constitution of the Commonwealth of Virginia.

Goals:

- By 2010 as required by the Code of Virginia, redact Social Security Numbers (back to 1935) from land records which are available via the internet.
- Enhance records by creating computerized estate records, back-scanning deed books, and re-scanning photostat copies of land records.
- Physical reorganization of office for more efficient workflow so that each division is unified and clearly recognizable.

Implementation Strategies for FY2009:

- Work with County computer and purchasing staff to prepare necessary Request for Proposals for redaction of Social Security Numbers, with the redaction process being paid for by State Technology Trust funds.
- Reorganize tasks of current employees to accomplish conversion of records to digital format.
- Upon completion of back-scanning, remove more storage desks and shelves from record room, move all Records Management employees into record room, and move cash registers into record room to streamline the recording process. Then rearrange workstations in main office into the remaining four divisions: Probate, Civil, Criminal, and Financial Management.

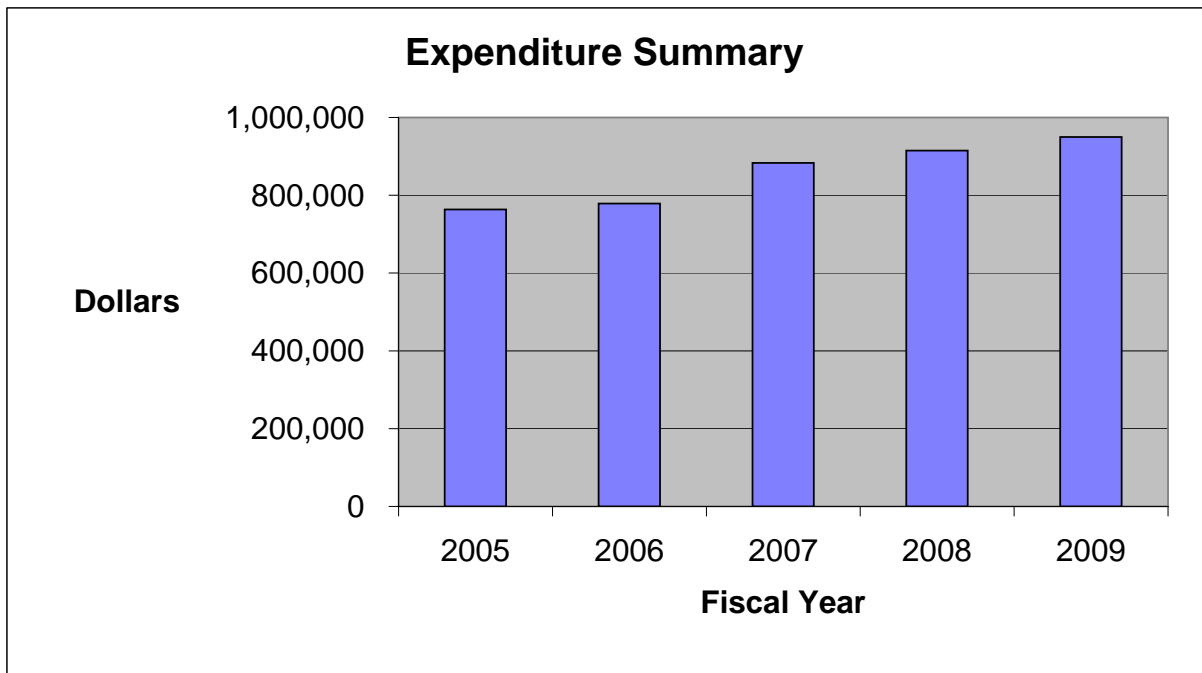
Budget Issues:

- In FY2005, funding was increased for the routine replacement of computers.
- In FY2006, funding was for the replacement of the webserver and switch, which were reimbursed from State Technology funds.
- In FY2007, funds were shifted from central store to office supplies for paper.
- In FY2008, funds were to move the deed books to public storage and for the routine replacement of computers and a work group printer.
- For FY2009, funding reflects the routine replacement of computers.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20214 Clerk of the Circuit Court						
Personnel Services	664,897	697,768	763,340	821,106	844,997	870,459
Contractual Services	26,308	32,462	22,823	44,500	48,230	43,200
Internal Services	2,220	1,227	36	50	50	50
Other Charges	8,892	8,178	10,985	14,490	14,490	12,300
Materials & Supplies	13,307	13,103	14,499	17,250	17,250	16,400
Leases & Rentals	-	-	-	2,160	2,160	-
Capital Outlay	<u>47,763</u>	<u>25,758</u>	<u>71,575</u>	<u>15,100</u>	<u>22,695</u>	<u>7,500</u>
Activity Total	<u>763,387</u>	<u>778,496</u>	<u>883,258</u>	<u>914,656</u>	<u>949,872</u>	<u>949,909</u>
Percentage Change	13.05%	1.98%	13.46%	3.55%	N/A	3.85%

FTE's

Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	8.00	8.00	8.00	8.00	9.00	9.00
Admin/Clerical	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>4.50</u>	<u>4.50</u>
Total	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.50</u>	<u>14.50</u>



Commonwealth's Attorney

Mission:

The Commonwealth's Attorney prosecutes all felonies, all misdemeanor appeals and certain misdemeanors and criminal forfeitures originating in York County and the City of Poquoson. The Commonwealth's Attorney advises law enforcement personnel regarding criminal law and procedure; renders advisory opinions to local officials regarding conflicts of interest; and responds to citizen's inquiries regarding state law, local ordinances and the criminal justice system.

Goals:

- Prosecute criminal cases vigorously, successfully and efficiently.
- Ensure that crime victims are treated with sensitivity and professionalism by the criminal justice system.
- Provide effective assistance and guidance to law enforcement personnel.
- Enforce forfeitures of property used in criminal endeavors whenever possible.
- Provide prompt and accurate responses to citizen inquiries.

Implementation Strategies for FY2009:

- Enhance services to crime victims through the addition of a half-time Attorney I position added in November 2007 funded with turnover savings.
- Continue "in-house" training to meet Sheriffs' and Police Departments' requirements.
- Maintain professional excellence by providing competitive compensation.

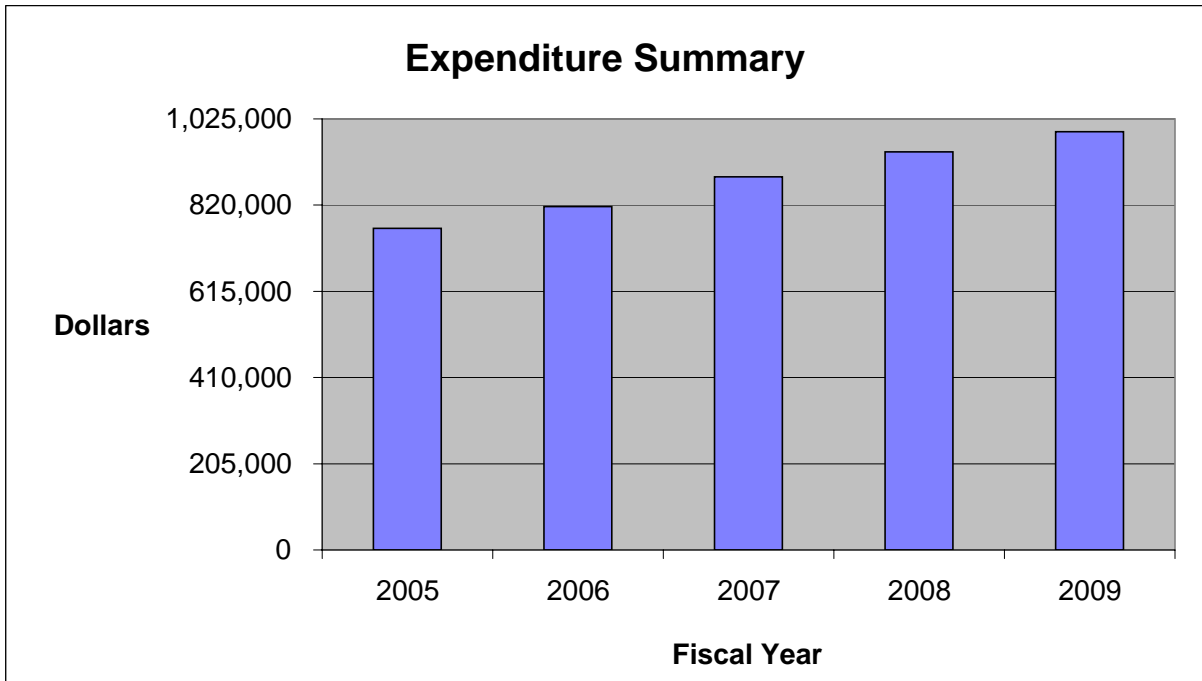
Budget Issues:

- In FY2005, increases reflected the routine replacement of computers and a network server.
- In FY2007, a Paralegal position was added with funds received from the State Compensation Board. Funding also reflected shifting funds from central store to office supplies for paper.
- For FY2009, funding reflects the routine replacement of computers.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20221 Commonwealth's Attorney						
Personnel Services	729,866	781,341	849,856	916,142	919,086	958,715
Contractual Services	2,581	2,136	2,497	4,100	4,100	5,450
Internal Services	794	650	47	50	50	50
Other Charges	13,664	13,577	13,845	15,945	15,945	16,120
Materials & Supplies	3,664	8,574	6,814	7,100	7,100	7,600
Capital Outlay	13,791	10,316	14,404	3,000	3,000	6,500
Grant Activity	<u>549</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>792</u>	<u>-</u>
Activity Total	<u>764,909</u>	<u>816,594</u>	<u>887,463</u>	<u>946,337</u>	<u>950,073</u>	<u>994,435</u>
Percentage Change	8.49%	6.76%	8.68%	6.63%	N/A	5.08%

FTE's

Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.50	4.50	4.50	4.50	5.00	5.00
Admin/Clerical	<u>4.50</u>	<u>4.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>
Total	<u>10.00</u>	<u>10.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.50</u>	<u>11.50</u>



Victim-Witness Assistance Program

Mission:

The Victim-Witness Assistance Program intends to promote sensitive treatment of and provide direct services to victims of crime.

Goals:

- Respond to the emotional and physical needs of crime victims.
- Assist victims of crime in stabilizing their lives after victimization.
- Provide victims with information and referral for services.
- Inform victims and witnesses of their rights pursuant to victims' rights legislation and Virginia's Crime Victim and Witness Rights Act.
- Assist victims to understand and participate in the criminal justice system.
- Increase community and professional awareness about victims' issues, victim/witness rights and program services.

Implementation Strategies for FY2009:

- Staff will seek greater volunteer recruitment to assist with special projects and help provide more comprehensive services to an increased number of victims and witnesses.
- In addition to victims in the criminal justice process, the program will assist victims of spousal abuse, stalking, and bodily injury who seek civil protective orders by providing Court accompaniment and referrals to community agencies.
- Program personnel will enhance community awareness of the program through community activities, especially during Victims' Rights Week, Child Abuse Prevention Month, and Domestic Violence and Sexual Assault Awareness month.
- Staff will continue to pursue new projects and collaborative efforts with allied professionals.

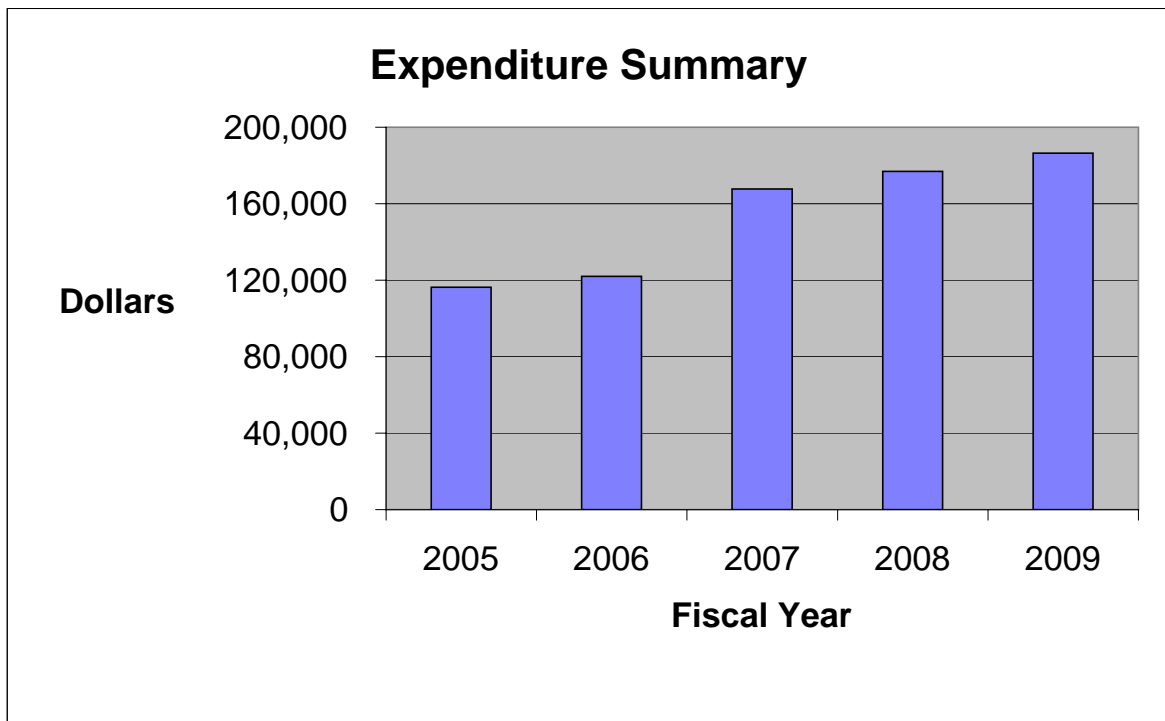
Budget Issues:

- In FY2005, increases reflected the routine replacement of computers.
- In FY2007, increases reflected an upgrade of the current part-time Victim-Witness Assistant position to full-time. Funding was also for the routine replacement of one computer.
- For FY2009, funding reflects the routine replacement of computers.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20222 Victim-Witness Assistance Program						
Personnel Services	108,706	115,423	157,431	169,000	169,000	174,949
Contractual Services	1,065	434	652	370	1,119	285
Other Charges	4,993	4,464	5,971	5,985	11,223	6,610
Materials & Supplies	1,624	1,724	2,161	1,575	3,390	1,575
Capital Outlay	-	-	1,527	-	1,500	3,000
Grant Activity	-	-	-	-	102,659	-
Activity Total	<u>116,388</u>	<u>122,045</u>	<u>167,742</u>	<u>176,930</u>	<u>288,891</u>	<u>186,419</u>
Percentage Change	2.27%	4.86%	37.44%	5.48%	N/A	5.36%

FTE's

Professional/Technical	<u>2.50</u>	<u>2.50</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total	<u>2.50</u>	<u>2.50</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>



Domestic Violence Program

Mission:

The Domestic Violence Grant strengthens prosecution strategies, thereby increasing the number of persons prosecuted for crimes against women, and increasing the number of victims receiving services.

Goals:

- To prosecute all cases of domestic violence, sexual assault, and stalking involving 150 women during the grant period.
- To coordinate cooperative efforts among law enforcement, prosecutor, victim assistance programs and victim advocacy groups to better meet the needs of women as victims.
- To maintain case records to include statistics on victims to validate impact of an additional prosecutor on the Court system and on the women being served.

Implementation Strategies for FY2009:

- To analyze data at the end of each quarter to determine impact of V-STOP prosecutor and to determine trends in the caseload.
- Victim Assistance Program will assist prosecutor with victims of domestic violence, sexual assault, and stalking.

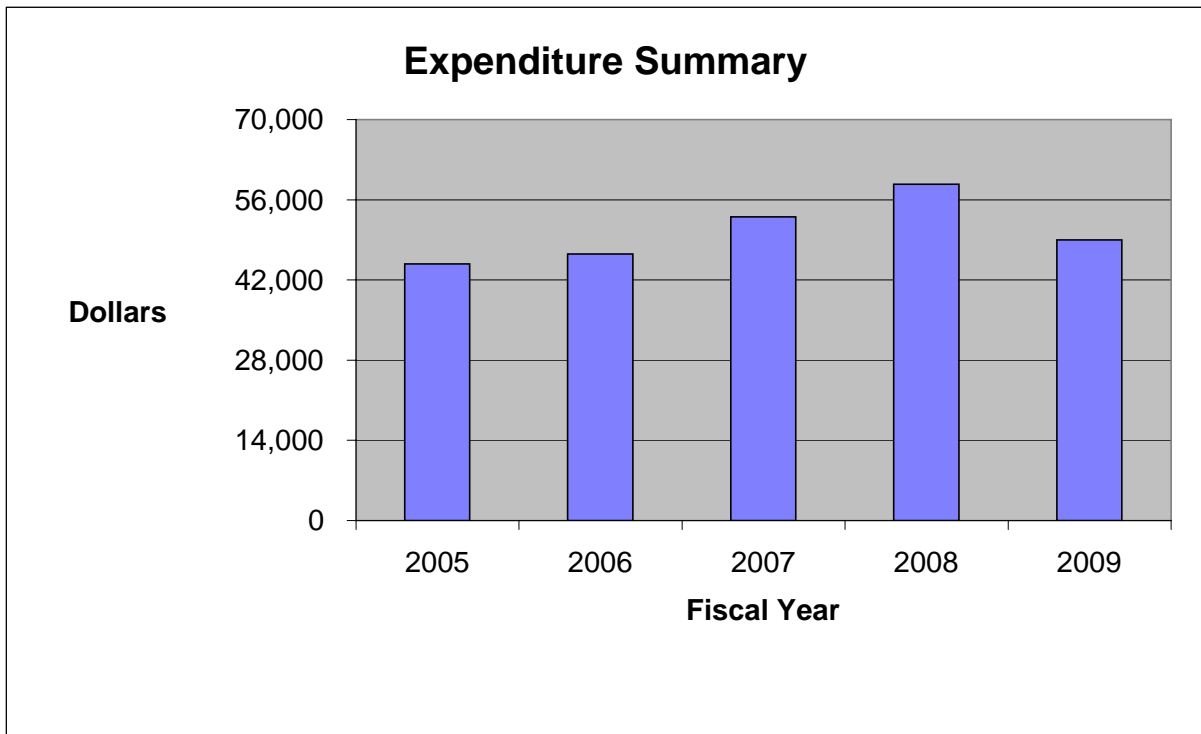
Budget Issues:

- In FY2005, funding was provided to convert the Prosecutor position from work-as-required to permanent part-time.
- In FY2006, the increase in personnel reflected the partial shifting of an administrative position from the Commonwealth Attorney's budget to the Domestic Violence Program budget to more appropriately align the budget with the duties performed by this employee.
- In FY2008, funding reflected the routine replacement of a computer.
- For FY2009, there are no significant changes.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20223 Domestic Violence Program						
Personnel Services	43,634	44,969	51,136	55,168	52,224	46,950
Contractual Services	-	39	-	-	-	-
Other Charges	776	1,258	1,622	1,820	1,820	1,820
Materials & Supplies	118	254	271	200	200	200
Capital Outlay	<u>294</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
Activity Total	<u>44,822</u>	<u>46,520</u>	<u>53,029</u>	<u>58,688</u>	<u>55,744</u>	<u>48,970</u>
Percentage Change	18.46%	3.79%	13.99%	10.67%	N/A	-16.56%

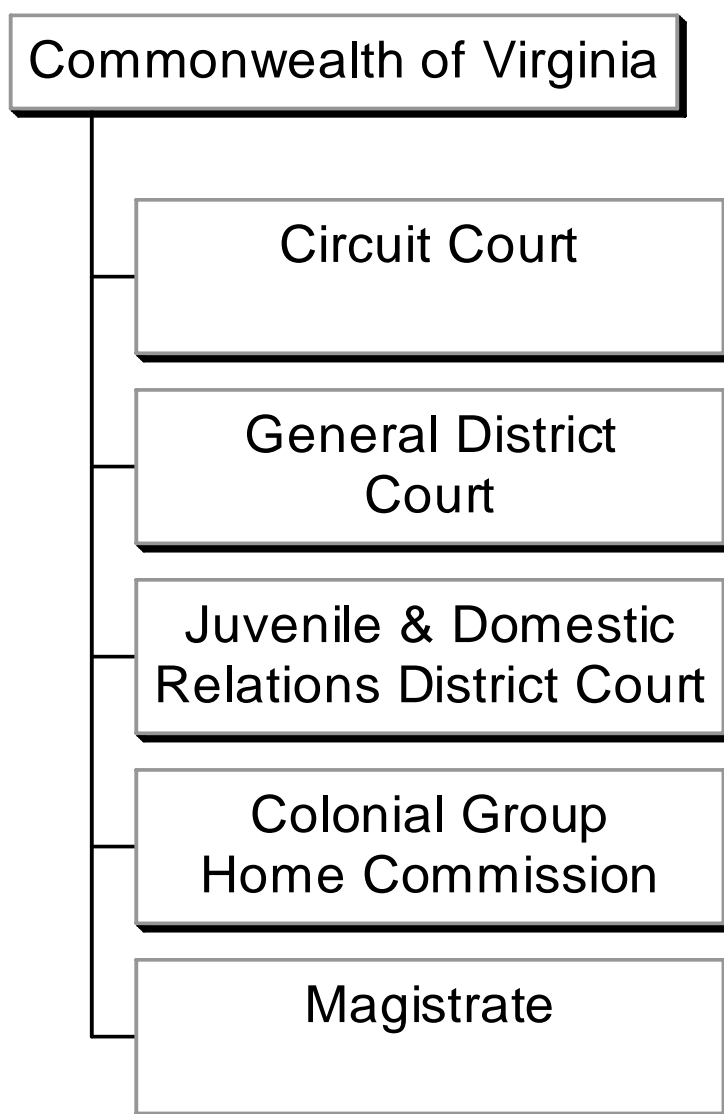
FTE's

Professional/Technical	0.50	0.50	0.50	0.50	0.50	0.50
Admin/Clerical	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>



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Other Court - Related Judicial Services



Other Court - Related Judicial Services

This section encompasses an array of services, which includes the Circuit Court, General District Court, Juvenile & Domestic Relations District Court, Colonial Group Home Commission, and the Magistrate.

- **Circuit Court** - this is the court of record for York County and the City of Poquoson with jurisdiction of proceedings pursuant to Virginia Code § 17.1-513.
- **General District Court** - this court is responsible for the processing and management of traffic, criminal, and civil cases.
- **Juvenile & Domestic Relations District Court** - this court is responsible to protect the confidentiality and privacy of juveniles coming before the Court and in their commitment to rehabilitate those who come before the Court, in addition to protecting the public and holding juvenile offenders accountable for their actions. To adjudicate domestic/family violence, as well as Department of Social Services cases.
- **Colonial Group Home Commission** - consists of several programs whose goal is to provide community-based alternatives for youth referred by the 9th District Juvenile & Domestic Relations Court.
- **Magistrate** - judicial officers of the Commonwealth of Virginia whose function is to provide an independent, unbiased review of complaints brought to the office by police officers, sheriff's deputies, and citizens.

Other Court-Related Judicial Services

	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget	% Change Original 2008 / Adopted 2009
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Expenditure by Activity:

Circuit Court	71,536	76,876	83,658	94,926	96,426	99,249	4.55%
General District Court	32,517	37,493	41,310	51,025	51,025	50,100	-1.81%
Juvenile & Domestic Crt	18,328	22,749	18,959	25,385	25,385	26,587	4.74%
Colonial Grp Home Comm	301,065	314,245	380,184	419,376	419,376	443,755	5.81%
Magistrate	403	1,229	991	3,000	3,000	3,000	0.00%
Total Expenditures	423,849	452,592	525,102	593,712	595,212	622,691	4.88%

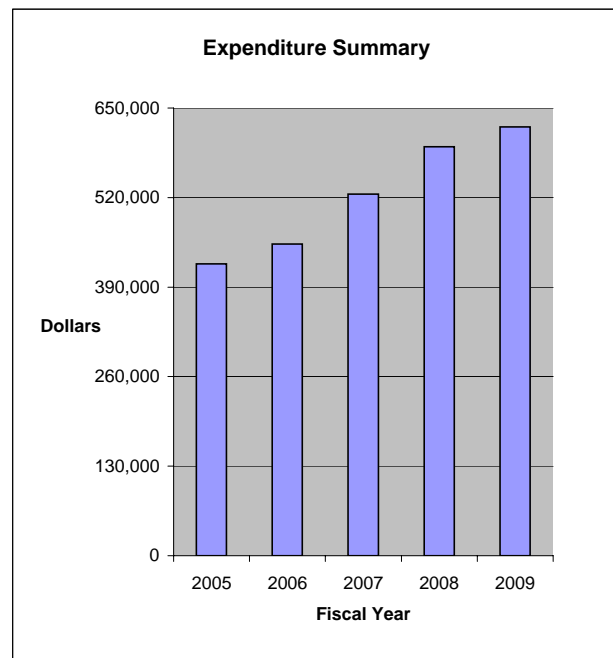
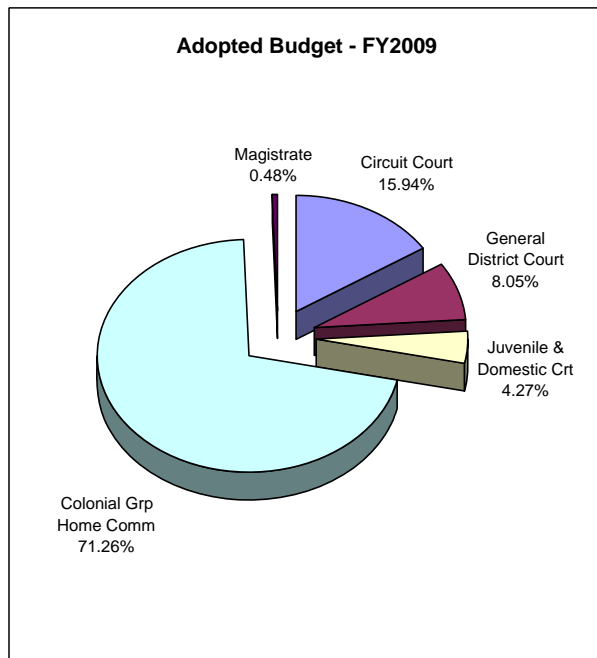
Expenditure By Category:

Personnel Services	60,262	66,750	71,932	76,981	78,481	81,304	5.62%
Contractual Services	33,170	31,805	32,833	53,315	53,315	53,237	-0.15%
Internal Services	589	194	-	-	-	-	0.00%
Other Charges	12,611	16,360	23,900	24,830	24,830	24,365	-1.87%
Materials & Supplies	10,340	18,648	10,040	16,010	16,010	16,030	0.12%
Capital Outlay	5,812	4,590	6,213	3,200	3,200	4,000	25.00%
Contributions	301,065	314,245	380,184	419,376	419,376	443,755	5.81%
Total Expenditures	423,849	452,592	525,102	593,712	595,212	622,691	4.88%

% of Total FY2009
Funding Sources

Funding Sources:

Local/State Non-Categorical	347,429	371,527	435,389	509,212	509,212	536,770	86.20%
State/Fed Grants	76,420	81,065	89,713	84,500	86,000	85,921	13.80%
Total Funding Sources	423,849	452,592	525,102	593,712	595,212	622,691	100.00%



Circuit Court

Mission:

The Circuit Court will maintain and improve the quality of justice for all county citizens, emphasize efficiency, effectiveness and fairness, and value and respect the individual.

Goals:

- To hear and decide promptly matters brought before the court, without bias or prejudice, remaining faithful to the law, and not be swayed by partisan interests, public clamor or fear of criticism.
- To require order, decorum, and civility in proceedings before the court.
- To require staff, court officials, and others subject to the court's control to refrain from bias or prejudice and employ courtesy and decorum in the performance of their duties.
- To exercise the power of appointment impartially and on the basis of merit.

Implementation Strategies for FY2009:

- As Chief Judge of the Ninth Judicial Circuit, to work toward uniform local practices and procedures throughout the Circuit which includes Poquoson, Williamsburg, York, Charles City, James City, King William, King and Queen, Gloucester, Mathews, Middlesex, and New Kent Counties.
- Statistics provided by the Supreme Court of Virginia indicate that in 2006 (the most recent yearly figures available) in the York County Circuit Court, 669 civil cases were commenced and 665 concluded; 1302 criminal cases were commenced and 1336 concluded. Grand juries met six times; petit juries were impaneled 4 days. Included in the concluded civil cases: 188 divorces, 365 other law cases, 73 petitions for individuals to change their names, 23 garnishments, and 4 petitions for guardians for incapacitated persons were granted. 301 concealed weapon permits were issued.

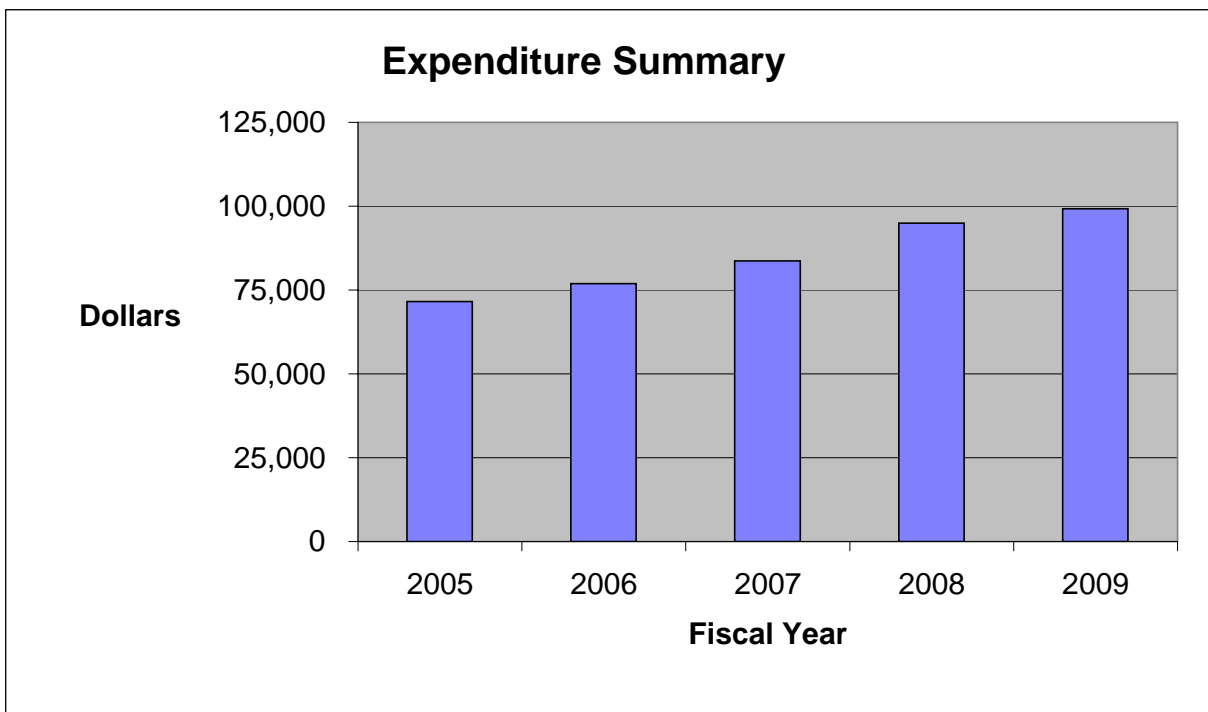
Budget Issues:

- In FY2007, funding reflected shifting funds from central store to office supplies for the purchase of paper.
- In FY2008, funding was for security equipment maintenance.
- For FY2009, there are no significant changes.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20211						
Circuit Court						
Personnel Services	60,262	66,750	71,932	76,981	78,481	81,304
Contractual Services	7,752	5,198	7,801	11,485	11,485	11,485
Internal Services	103	32	-	-	-	-
Other Charges	1,197	1,214	1,676	2,450	2,450	2,450
Materials & Supplies	<u>2,222</u>	<u>3,682</u>	<u>2,249</u>	<u>4,010</u>	<u>4,010</u>	<u>4,010</u>
Activity Total	<u>71,536</u>	<u>76,876</u>	<u>83,658</u>	<u>94,926</u>	<u>96,426</u>	<u>99,249</u>
Percentage Change	9.93%	7.46%	8.82%	13.47%	N/A	4.55%

FTE's

Admin/Clerical	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
Total	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>



General District Court

Mission:

The operations of the Court and its Clerk's office include record management, financial management, personnel management, and public relations. The Clerk's office issues various types of legal documents generated as part of the judicial process; maintains case papers for ten years; and responds to requests from outside agencies and the general public. The Clerk's office is fully automated allowing access to Court records through an on-site public access terminal and the Internet. The general duties of the Court staff have increased dramatically in the customer service field.

Goals:

- To accurately prepare and process all cases filed in the Court in a timely and efficient manner.
- To continue intensive employee training utilizing many different media to ultimately provide the best possible customer service to all Court users.
- To continue improvements to the General District Court Web Page and expand access to the Court.
- To investigate ways to meet the demands of pro se litigants and the general public regarding court procedures and court forms, specifically in the civil and small claims divisions.

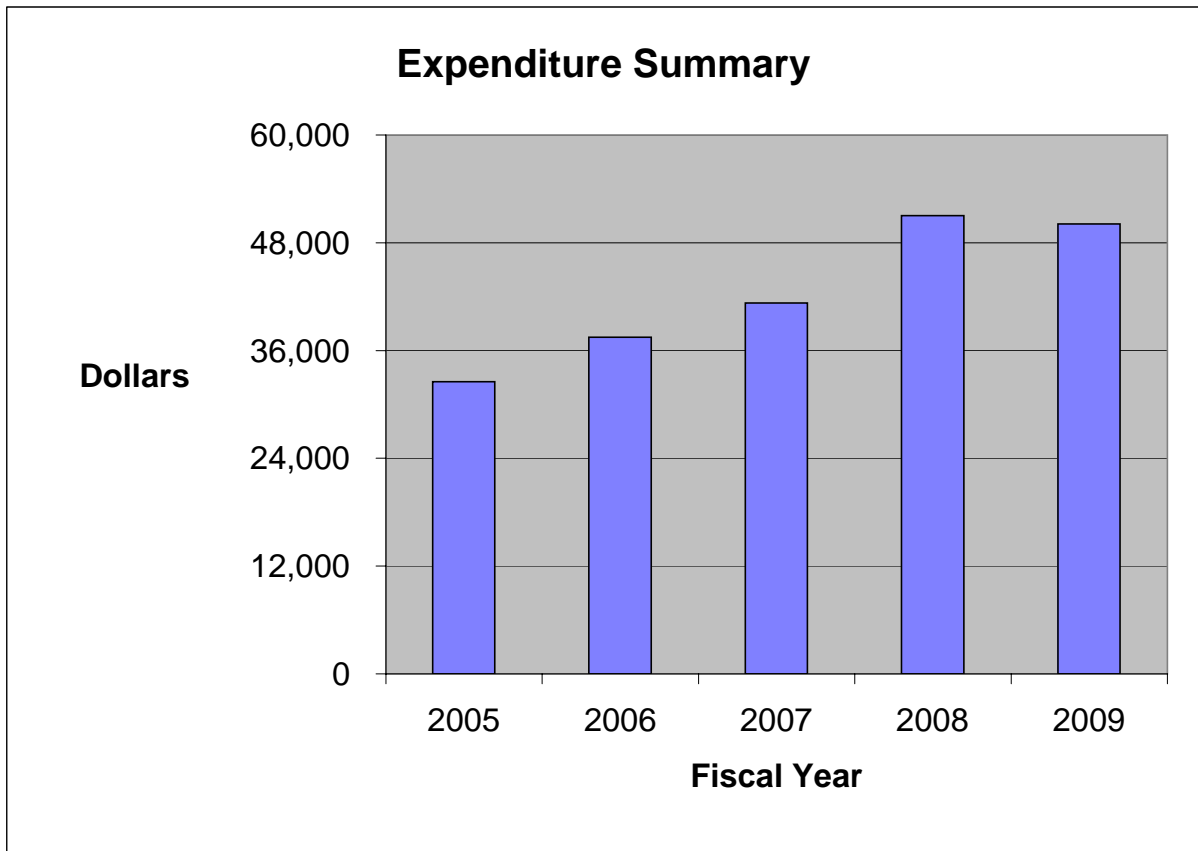
Implementation Strategies for FY2009:

- The Court is responsible for the processing and management of traffic, criminal and civil cases. The Criminal and Traffic Divisions process state law violations and local ordinance violations for the County and the City of Poquoson. The Clerk's office serves more than 120 law enforcement officers with the second largest caseload in the Ninth Judicial District.
- The General District Court has exclusive original jurisdiction over civil cases involving amounts of \$4,500.00 or less and concurrent jurisdiction with the Circuit Court in amounts between \$4,500.01 and \$15,000.
- A Small Claims Division established in 1999 involves pro se litigation and amounts not to exceed \$5,000. Demands in this area have prompted action to provide better customer service, "How To" instruction manuals for use in the Clerk's office by the general public and access to forms online will be available via the Supreme Court of Virginia's website.

Budget Issues:

- In FY2006, increased funding was for court-appointed counsel fees that are reimbursed to the County and an upgrade to MS Office software.
- In FY2007, funding was for a copy machine.
- In FY2008, funding was for video arraignment equipment maintenance and postal services.
- For FY2009, there are no significant changes.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20212						
General District Court						
Contractual Services	18,673	19,479	17,760	32,680	32,680	33,680
Other Charges	8,222	9,388	12,701	10,695	10,695	10,660
Materials & Supplies	5,622	8,626	4,636	5,450	5,450	5,760
Capital Outlay	-	-	6,213	2,200	2,200	-
Activity Total	32,517	37,493	41,310	51,025	51,025	50,100
Percentage Change	0.71%	15.30%	10.18%	23.52%	N/A	-1.81%



Juvenile & Domestic Relations District Court

Mission:

Juvenile and Domestic Relations District Courts differ from other courts in their duty to protect the confidentiality and privacy of juveniles coming before the Court and in their commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions. The Juvenile and Domestic Relations District Courts have jurisdiction over all cases involving:

- Delinquent juveniles and juveniles charged with traffic infractions and violations.
- Children in need of services and supervision and children who have been subjected to abuse and/or neglect.
- Family or household members who have been subjected to abuse.
- Adults accused of child abuse or neglect, or of offenses against any child, except for certain labor violations, or in which members of their families are victims.
- Adults accused of abuse of a spouse, ex-spouse, person with whom they have a child in common, or family or household member.
- Adults involved in disputes concerning the support, visitation, parentage, or custody of a child.
- Parentage determinations.
- Petitions for judicial authorization of abortion without the consent of an authorized person.
- Abandonment of children.
- Foster care and entrustment agreements and the execution of consent in certain adoption cases.
- Court ordered rehabilitation services, consent for certain medical treatments.

Goals:

- To process all case papers in an accurate and timely manner, keep Court records and provide information to the people involved in a case, to the extent permitted by law.
- To work with and assist all law enforcement agencies, as well as other agencies, in the effective flow of all cases before the Court.
- To process money received and transmit to the proper authority.
- To maintain effective and time-efficient scheduling practices.

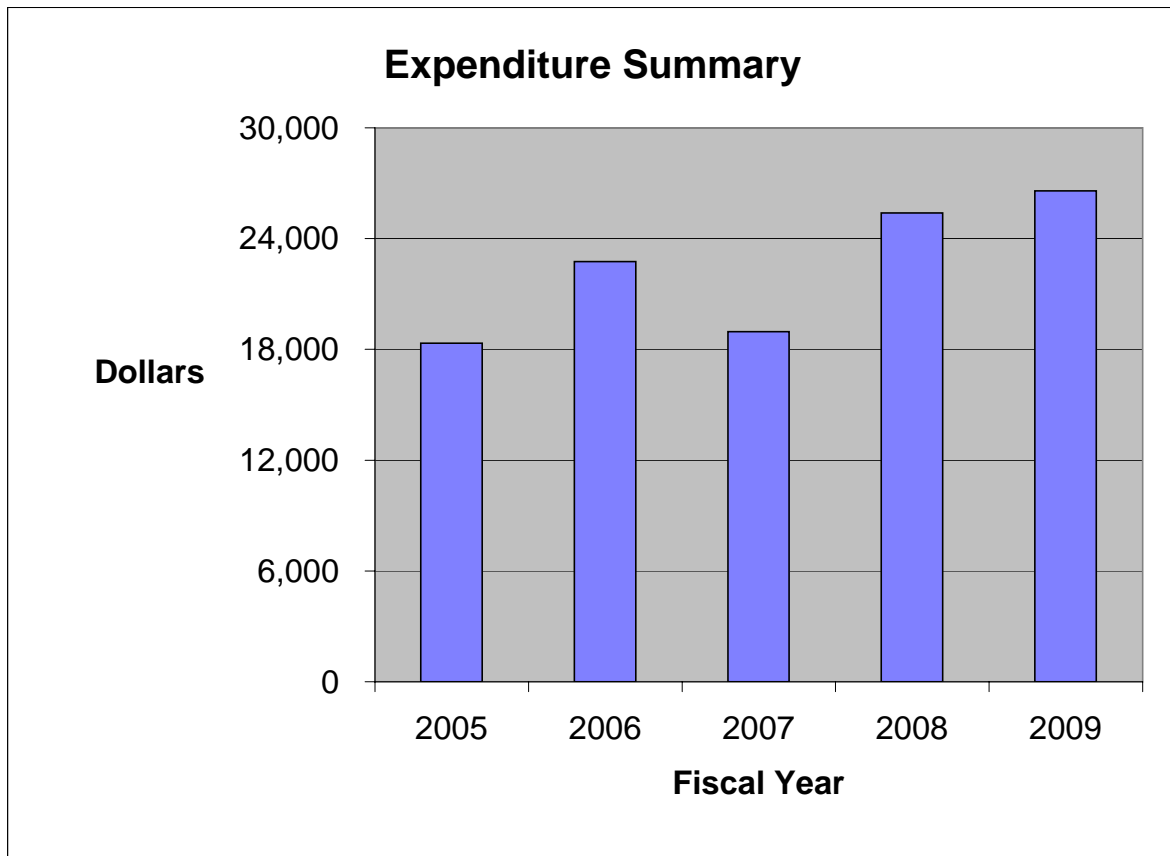
Implementation Strategies for FY2009:

- To improve its services to the community.
- To plan for the projected growth of the County, to include population, commercialism and tourism, and it's effect on the Court system.
- The Clerk's office staff will be completing extensive training on legal advice guidelines as well as additional computer training.

Budget Issues:

- In FY2005, additional funding was to replace a copier.
- In FY2006, increased funding was for an upgrade to MS Office software and expansion of the second phase of the filing system.
- In FY2007, funding was for minor furnishings.
- In FY2008, funding was for postal services and file cabinets.
- For FY2009, funding reflects the replacement of a copy machine.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20213 Juvenile & Domestic Relations District Court						
Contractual Services	6,745	7,128	7,272	9,150	9,150	8,072
Internal Services	486	162	-	-	-	-
Other Charges	2,613	5,119	8,828	10,385	10,385	9,955
Materials & Supplies	2,672	5,750	2,859	4,850	4,850	4,560
Capital Outlay	<u>5,812</u>	<u>4,590</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>4,000</u>
Activity Total	<u>18,328</u>	<u>22,749</u>	<u>18,959</u>	<u>25,385</u>	<u>25,385</u>	<u>26,587</u>
Percentage Change	26.03%	24.12%	-16.66%	33.89%	N/A	4.74%



Colonial Group Home Commission Juvenile Services Division

Mission:

The York County Division of Juvenile Services consists of several programs whose goal is to provide community based alternatives for youth referred by the 9th District Juvenile and Domestic Relations Court. The Colonial Group Home Commission administers these programs with member jurisdictions from City of Williamsburg and the Counties of York, Gloucester, and James City. York County is the managing jurisdiction for these programs.

Goals:

- To strengthen all existing programs by offering an enhanced level of therapeutic services.
- To continue to review all discretionary grants and funding opportunities that will allow us to provide fundamental and essential juvenile services in all Commission localities.
- To plan for the ultimate assumption of existing grant services, while at the same time limiting the amount of local revenue needed to do so.
- To work closer with all community based agencies that provide services to adolescents in an attempt to provide a true local continuum of services.

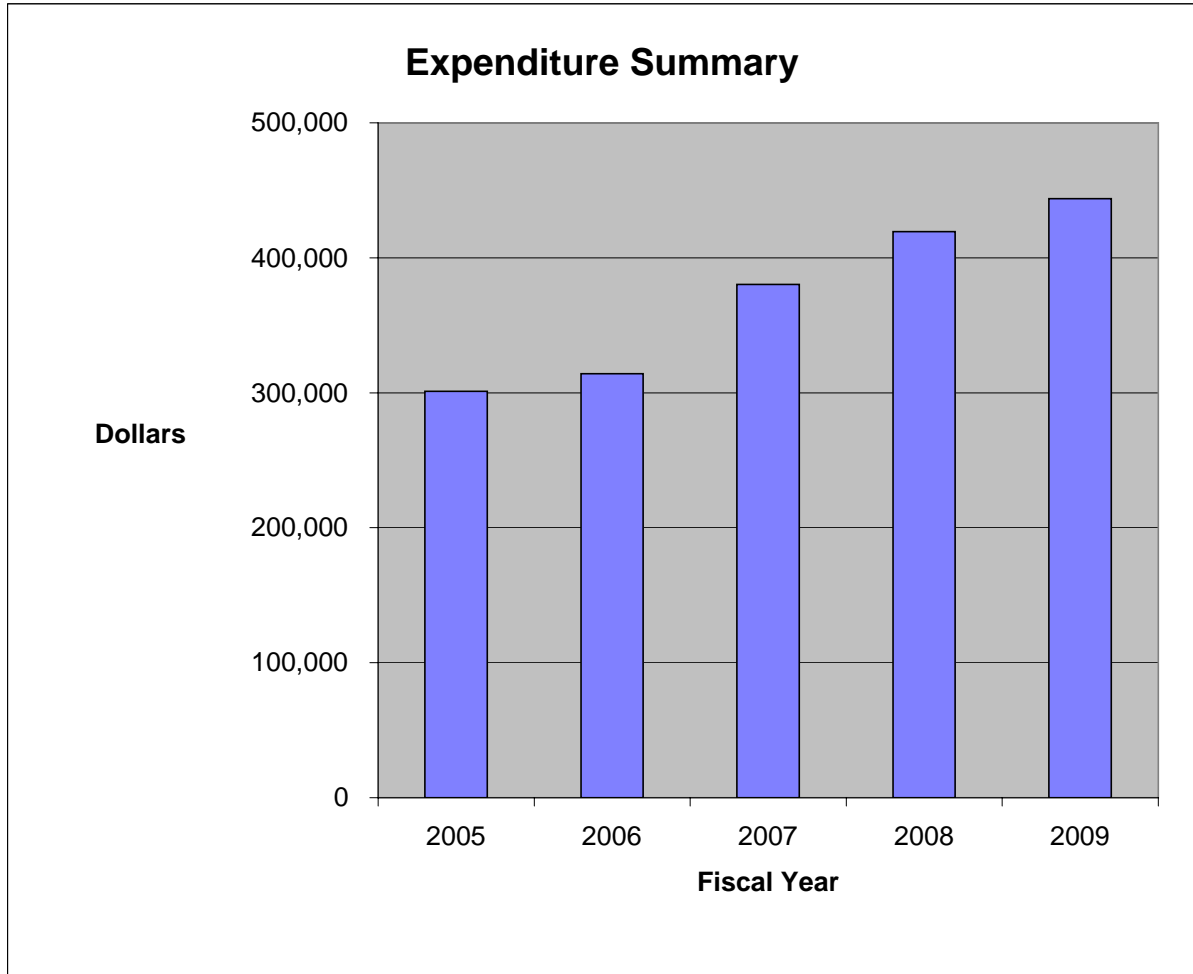
Implementation Strategies for FY2009:

- *Crossroads Community Youth Home* - group home that offers a structured, homelike environment for teenage boys who are having adjustment problems at home, in school, or in the community.
- *Project Insight* - community service work program that provides the opportunity for young people to perform public service work in lieu of other traditional sanctions.
- *Community Supervision* - program designed to provide home-based family-centered intervention for juvenile delinquents that are at risk of being placed out of their home and community.
- *Outreach Detention* - program provides intensive supervision to adolescents who might otherwise be held in a detention facility while awaiting adjudication and/or disposition by the judge.
- *Electronic Monitoring* - program is an appendage to the outreach program, adding an electronic house arrest feature.
- *Psychological Services* – program provides therapeutic and Substance Abuse interventions such as assessment and diagnosis, counseling and case management, and education and training to youth and families.
- *Family Counseling Services* – short-term family-based prevention and intervention program utilizing a multi-systemic approach targeting youth aged 11-17 that are before the Juvenile Court.

Budget Issues:

- In FY2007, the local match increase was due to the rising costs of programs.
- In FY2008, the local match increase was due to the rising costs of the programs and a decrease in anticipated revenue due to the closing of the Family Oriented Group Home program.
- For FY2009, the local match increase is due to the rising costs of the programs.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Actual Expenditures	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20216 Colonial Group Home Commission						
Contributions	<u>301,065</u>	<u>314,245</u>	<u>380,184</u>	<u>419,376</u>	<u>419,376</u>	<u>443,755</u>
Activity Total	<u>301,065</u>	<u>314,245</u>	<u>380,184</u>	<u>419,376</u>	<u>419,376</u>	<u>443,755</u>
Percentage Change	10.61%	4.38%	20.98%	10.31%	N/A	5.81%



Magistrate

Mission:

Magistrates are judicial officers of the Commonwealth of Virginia whose function is to provide an independent, unbiased review of complaints brought to the office by police officers, sheriff's deputies, and citizens. They are specially trained to issue search warrants, temporary detention orders, subpoenas, arrest warrants, summonses, setting bail, and committing persons to jail.

Goals:

- Provide magistrate services in a timely manner to all persons who require them.
- Effectively utilize all communications and technical resources to improve the delivery of magistrate services.

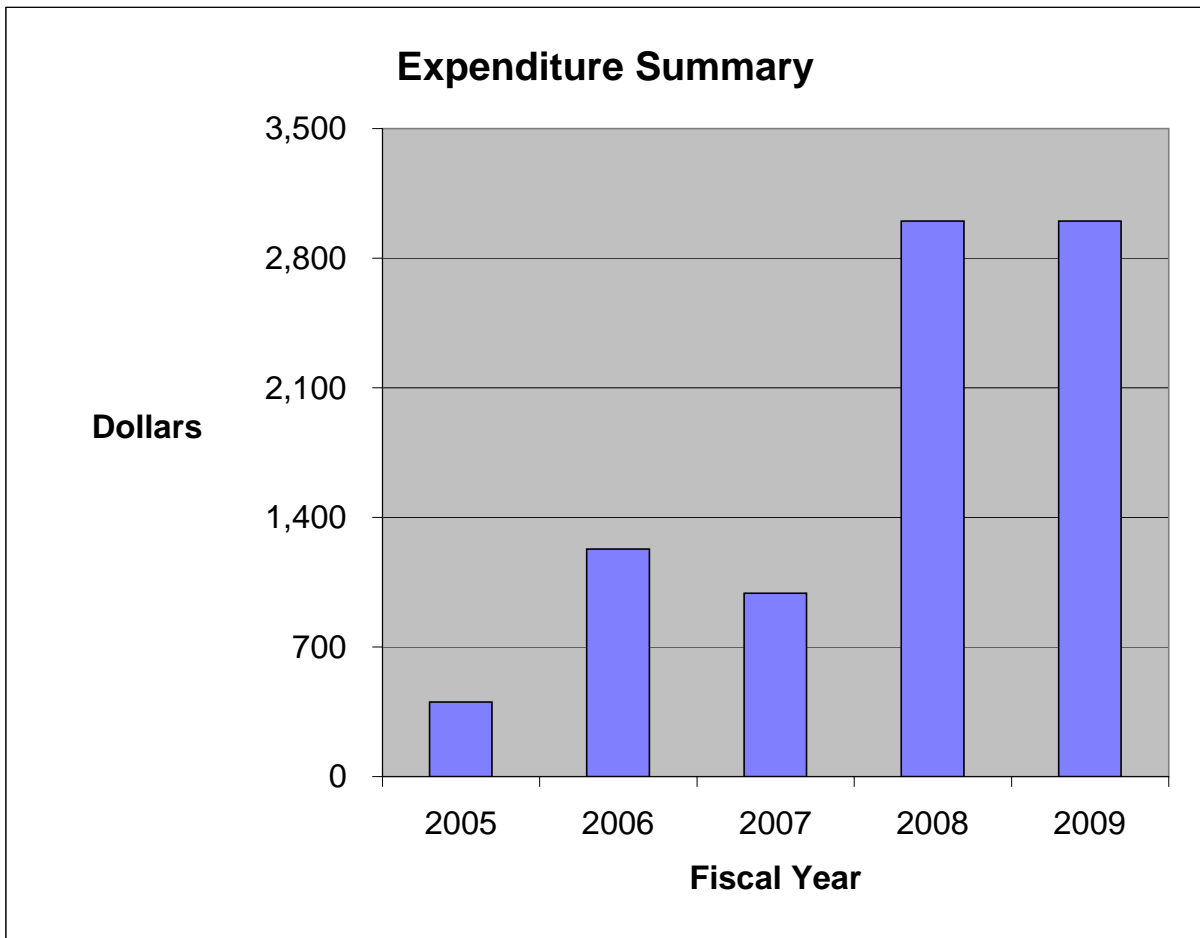
Implementation Strategies for FY2009:

- Continue and expand video conferencing equipment and train magistrates in its use.
- Continue to seek new and improved methods of delivering magistrate services.
- Provide services 24 hours a day, 365 days a year.
- Trends indicate continued increases in the number of cases presented.

Budget Issues:

- In FY2005, funding was to replace a desk and chair.
- In FY2006, funding was for supplies and an upgrade to MS Office software.
- For FY2009, there are no significant changes.

General Fund Expenditures	FY2005 Actual Expenditures	FY2006 Actual Expenditures	FY2007 Original Budget	FY2008 Original Budget	FY2008 Estimated Budget	FY2009 Adopted Budget
20217 Magistrate						
Other Charges	579	639	695	1,300	1,300	1,300
Materials & Supplies	<u>(176)</u>	<u>590</u>	<u>296</u>	<u>1,700</u>	<u>1,700</u>	<u>1,700</u>
Activity Total	<u>403</u>	<u>1,229</u>	<u>991</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
Percentage Change	-82.26%	204.96%	-19.37%	202.72%	N/A	0.00%



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