

# Lucas County Common Pleas Court



## General Trial Division 2017 Annual Report

**JUDGES OF THE LUCAS COUNTY COMMON PLEAS COURT  
GENERAL TRIAL DIVISION - 2017**

**The Honorable James D. Bates**

**The Honorable Gary G. Cook**

**The Honorable Linda J. Jennings**

**The Honorable Gene A. Zmuda**

**The Honorable Stacy L. Cook**

**The Honorable Dean Mandros**

**The Honorable Myron C. Duhart**

**The Honorable Michael R. Goulding**

**The Honorable Ian B. English**

**The Honorable Lindsay D. Navarre**



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## INTRODUCTION

The Lucas County Court of Common Pleas, General Division, observed a changeover on the bench again in 2017. Judge Ruth Ann Franks, whom many credit with shattering the glass ceiling at the Lucas County Courthouse, retired after serving the court for 30 years. Judge Franks was replaced by Judge Lindsay D. Navarre. Both Judge Franks and Judge Navarre came to the bench from the Lucas County Prosecutor's Office where they were Assistant Prosecutors. Additionally, the Court saw the retirement of Court Administrator Don Colby and the hire of Brian Patrick as his replacement. Don retired after serving over eight years as Court Administrator. The Court also hired a new Magistrate when it chose Gretchen Goranson-Weston to fill the position. The Court also reorganized the Magistrates' Office allowing both Magistrates to now handle foreclosure cases as well as Civil Protection Orders.

The 2017 budget was managed effectively as the court's final expenditures were well within its allocated funding. The year started off with a request from the Commissioners to save 2% from the court's general fund budget, which amounted to approximately \$262,000. The court established a plan to address the issue through salary savings, lean staffing and reduction of costs at the Centralized Drug Testing Unit (CDTU) and was successful in implementing the plan. It is always the position of the court to be good stewards of the public funding it receives.

The Court continued to review its policies and practices in light of the increasing drug addiction problem in Lucas County and its impact on the court system. The Drug Court was reduced to one docket and Judge Ian English was appointed as the sole Drug Court judge. Furthermore, the Drug Court was re-certified by the Supreme Court of Ohio for a three year period. As part of the comprehensive plan to assist the Drug Court, the Court created a Treatment Unit Manager position in the Lucas County Adult Probation Department and Anne Oliver-Niner was ultimately hired to fill the position. Anne will oversee three Drug Court Probation Officers who supervise the clients in the Drug Court. The Court also appointed an Acting Drug Court Coordinator and reclassified the position to work under the supervision of Judge English.

Progress was made towards the renovation of Courtroom 8. Approval was obtained to hire an architectural firm so that new design options for the courtroom could be vetted for approval. Duket Architects provided three different design options for the courtroom and a choice was made based on functionality, needs of the public and jurors as well as the needs of the court staff. This project will continue into 2018. Additionally, the courtroom and chambers of Judge Stacy Cook was remodeled in February. It should be noted that this project was entirely funded by the court's special projects fund and no funds from the operating budget were used. On another note, restoration work on the courthouse's dome began in the spring of 2017. The project is expected to be completed in late fall, 2018.

On the technology front, the court employed the use of a data dashboard to manage the resources available to the judges with respect to: Electronic Monitoring, Work Release, and beds available at both the Corrections Center of NW Ohio and the Lucas County Jail. The dashboard enables the judges, and judicial staff, to determine what resources are available in real time so that a determination can be made which best suits the judges' current needs. The dashboard technology is constantly evolving and it is the court's plan to improve upon the existing

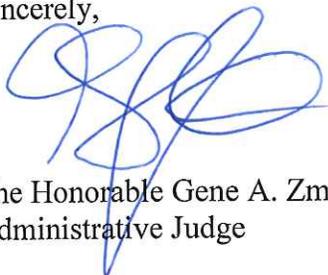
technology as it becomes available. Further, the court continued implementing its new case management system with an expected completion in the fall of 2019. Another technology issue of note was the Court's implementation of Local Rule 10 – E-Filing which was completed in coordination with the Clerk of Court's Office and the Toledo Bar Association. The court approved a beta group to begin filing selected civil cases electronically in May 2017 and ended up with over 125 participants in the beta group. The e-filing was a huge success and demonstrated the effective use of technology in today's courts. This effort promises to ease the transition to the new Case Management System scheduled for next year.

Lucas County continued to reduce the number of defendants sent to the Ohio Department of Rehabilitation and Correction (ODRC) through participation in the Targeted Community Alternatives to Prison (TCAP). The TCAP program was used to divert non-violent, non-sex offenders and non-mandatory Felony 4 & 5 defendants. The TCAP pilot program diverted offenders from prison to CCNO, the Correctional Treatment Facility (CTF) and the Lucas County Work Release Program. The court also continued to reduce the population of defendants incarcerated at CCNO by finding safer alternatives within the community resulting in more successful outcomes for the Court's defendants. Lucas County continued as the only county in Ohio which has expanded its TCAP program to include certain Felony 4 offenders and continued to play a lead role in criminal justice reform within the State.

Lucas County also completed its second year of participation in the MacArthur Foundation's Safety + Justice Challenge. As part of the Challenge, Lucas County has worked on implementing five strategies which were developed in conjunction with the MacArthur Foundation to further reduce the average daily jail population over the next two years while addressing racial and ethnic disparity. We look forward to continuing to implement data driven, evidence based practices to make more informed decisions throughout all stages of a criminal case.

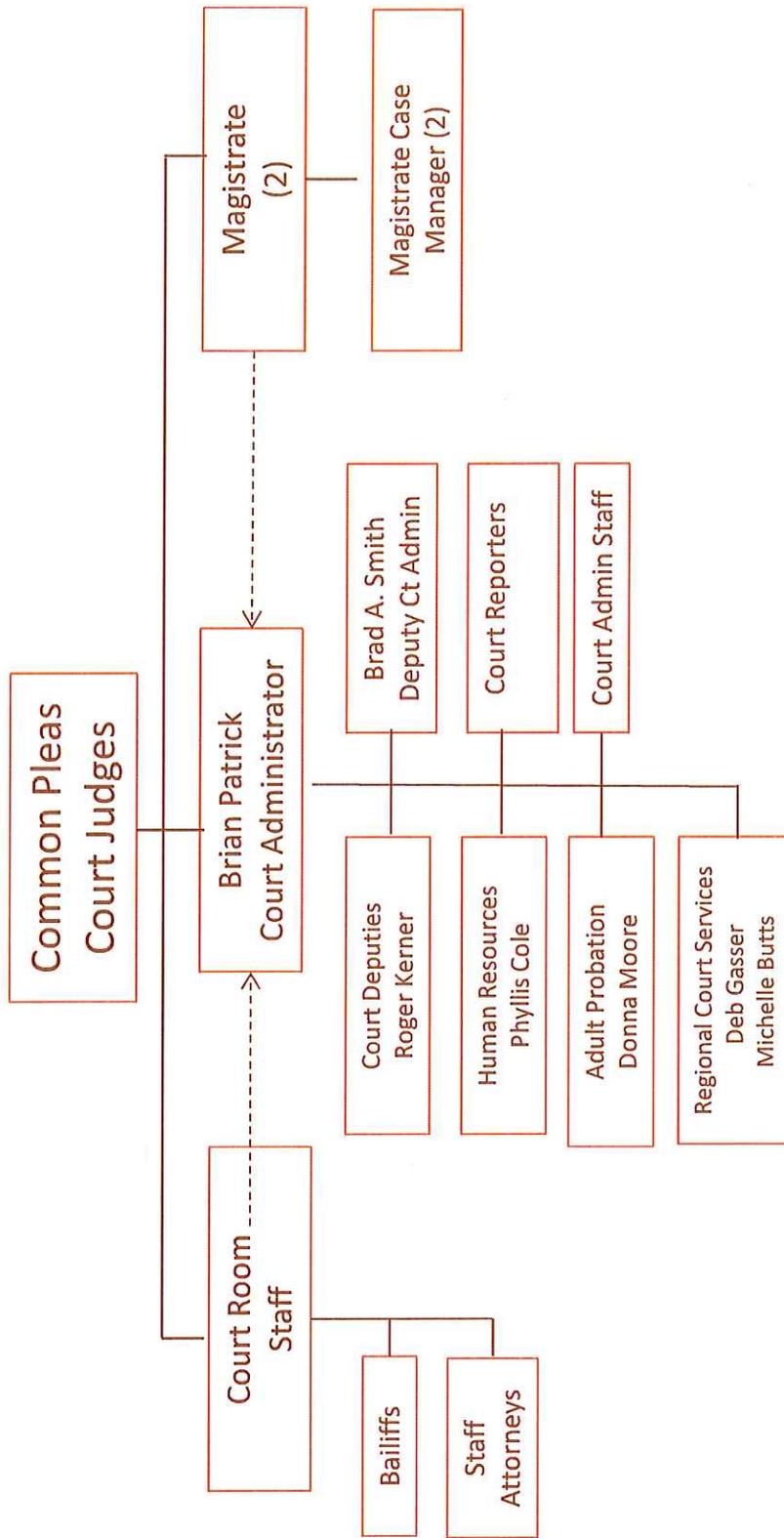
It is my pleasure to submit the preceding introduction to the Court's annual report and outline the efforts being made by the Court, its staff and Officers who are dedicated to making Lucas County a better place for all of us. By focusing on productive solutions to the problems faced by the Court, the work that it completes within this historic building allows the Court to function fluidly, effectively and without interruption so that justice can be done for all. In conclusion, I want to thank my colleagues on the bench of the Lucas County Court of Common Pleas, General Trial Division, for their support and assistance during my term as Administrative Judge.

Sincerely,



The Honorable Gene A. Zmuda  
Administrative Judge

# Lucas County Common Pleas Court



**2017 OHIO SUPREME COURT REPORT  
COURT OF COMMON PLEAS - GENERAL TRIAL DIVISION, LUCAS COUNTY**

	A	B	C	D	E	F	G	H	I	T	V
	Professional Tort	Product Liability	Other Torts	Workers' Compensation	Foreclosures	Administrative Appeal	Complex Litigation	Other Civil	Criminal	Total	Visiting Judge
1	68	12	736	102	568	12	12	754	608	2872	1
2	73	5	871	125	1352	33	0	2084	2020	6563	0
3	16	0	30	15	149	3	14	82	126	435	0
4	157	17	1637	242	2069	48	26	2920	2754	9870	1
<p>Pend at Begin: 1</p> <p>New Cases Filed: 2</p> <p>Reactivations and transfers in: 3</p> <p>Total Cases (Add lines 1-3): 4</p>											

	A	B	C	D	E	F	G	H	I	T	V
5	4	0	2	1	0	0	1	2	51	61	2
6	0	0	1	0	0	0	0	3	6	10	0
7	25	7	349	71	54	2	4	201	53	766	0
8	23	3	278	58	341	9	3	407	231	1353	0
9	2	0	25	1	18	1	0	27	0	74	0
10	0	0	1	0	1	0	0	816	818	818	0
11	1	0	3	0	0	0	0	5	39	48	0
12	0	0	83	0	800	0	0	363	237	1483	0
13									1357	1357	0
14	0	0	0	0	39	0	0	1	116	156	0
15	8	3	51	5	14	1	0	217	19	318	0
16	0	0	0	0	0	0	0	0	0	0	0
17	3	0	9	3	64	1	0	30	0	110	0
18	20	0	46	8	176	20	4	194	41	509	0
19	86	13	848	147	1507	34	12	2266	2150	7063	2
20	71	4	789	95	562	14	14	654	604	2807	-1
<p>TERMINATIONS BY:</p> <p>Jury Trial: 5</p> <p>Court Trial: 6</p> <p>Settled or dismissed before trial: 7</p> <p>Dismissal: 8</p> <p>Dismissal (speedy trial/want of pros): 9</p> <p>Magistrate: 10</p> <p>Diversion or arbitration: 11</p> <p>Plea to Original Charge/default: 12</p> <p>Pleas to Reduced Charge: 13</p> <p>Unavailability of party for trial: 14</p> <p>Transfer to another Judge/Court: 15</p> <p>Referral to private Judge: 16</p> <p>Bankruptcy stay/interlocutory appeal: 17</p> <p>Other Terminations: 18</p> <p>Total terminations (add lines 5-18): 19</p> <p>Pending end of period: 20</p>											

	A	B	C	D	E	F	G	H	I	T	V
21	2	0	1	1	8	0	2	1	27	42	0
22	3	0	4	4	11	0	5	8	16	N/A	0
23	0	0	0	0	0	0	0	0	3	3	0
<p>TIME GUIDELINES:</p> <p>Cases past Time: 21</p> <p>Time Guideline (months): 22</p> <p>Cases pending beyond time guideline: 23</p>											



**2017 CASE FILINGS AND TERMINATIONS BY MONTH**

Month	Criminal Cases		Civil Cases		Total Cases	
	Filing / Reactivations	Terminations	Filing / Reactivations	Terminations	Filing / Reactivations	Terminations
January	199	182	456	396	655	578
February	168	201	384	404	552	605
March	194	204	505	468	699	672
April	177	160	372	397	549	557
May	178	200	375	472	553	672
June	171	172	388	419	559	591
July	176	166	374	367	550	533
August	193	216	453	442	646	658
September	182	147	349	376	531	523
October	187	206	442	467	629	673
November	200	176	410	377	610	553
December	120	120	344	328	464	448
<b>TOTAL</b>	<b>2,145</b>	<b>2,150</b>	<b>4,852</b>	<b>4,913</b>	<b>6,997</b>	<b>7,063</b>

**2017 TRIAL ACTIVITY**

JUDGE	JURY TRIALS		COURT TRIALS		COURT DAYS		TOTAL TRIALS		TOTAL DAYS		Case Type										
	JURY TRIALS	JURY DAYS	COURT TRIALS	COURT DAYS	COURT TRIALS	COURT DAYS	TOTAL TRIALS	TOTAL DAYS	A	B	C	D	E	F	G	H	I	M			
ZMUDA	2	5	0	0	0	0	2	5	0	0	0	0	0	0	0	0	2	0			
BATES	6	15	0	0	0	0	6	15	0	0	0	0	0	0	0	0	6	0			
JENNINGS	4	16	0	0	0	0	4	16	0	0	0	0	0	0	0	0	4	0			
GOULDING	7	26	0	0	0	0	7	26	0	0	1	0	0	0	0	0	5	1			
DUHART	5	20	0	0	0	0	5	20	0	0	0	0	0	0	0	0	4	1			
S. COOK	7	36	0	0	0	0	7	36	0	0	0	0	0	0	0	0	7	0			
MANDROS	6	22	0	0	0	0	6	22	0	0	0	0	0	0	0	0	6	0			
ENGLISH	3	6	1	1.5	0	0	4	7.5	0	0	0	0	0	0	0	0	4	0			
G. COOK	4	16	2	3	0	0	6	19	0	0	0	0	0	1	2	3	0	0			
FRANKS/NAVARRE	1	3	0	0	0	0	1	3	0	0	1	0	0	0	0	0	0	0			
<b>TOTAL 2017</b>	<b>45</b>	<b>165</b>	<b>3</b>	<b>4.5</b>	<b>3</b>	<b>4.5</b>	<b>48</b>	<b>169.5</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>41</b>	<b>2</b>			
TOTAL 2016	56	156	16	36	16	36	72	192	2	0	8	1	1	0	0	2	56	0			
TOTAL 2015	46	159	16	30	16	30	62	189	3	0	5	3	0	0	1	6	43	0			
TOTAL 2014	54	161.5	21	47	21	47	75	208.5	5	0	9	0	1	0	1	9	51	1			
TOTAL 2013	68	193.5	16	20	16	20	84	213.5	6	0	8	4	1	0	0	12	53	0			

**2017 VISITING JUDGE TRIAL ACTIVITY**

JUDGE	JURY TRIALS		COURT TRIALS		COURT DAYS		TOTAL TRIALS		TOTAL DAYS		Case Type										
	JURY TRIALS	JURY DAYS	COURT TRIALS	COURT DAYS	COURT TRIALS	COURT DAYS	TOTAL TRIALS	TOTAL DAYS	A	B	C	D	E	F	G	H	I	M			
HANDWORK	6	20	5	5	5	5	11	25	0	0	0	1	0	0	0	3	7	0			
McDONALD	3	13	0	0	0	0	3	13	1	0	0	0	0	0	0	2	0	0			
Yarbrough	1	2	0	0	0	0	1	2	0	0	0	0	0	0	0	0	1	0			
<b>TOTAL 2017</b>	<b>10</b>	<b>35</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>15</b>	<b>40</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>8</b>	<b>0</b>			

**MISCELLANEOUS CRIMINAL MATTERS  
2017**

<b>Rule 4 Hearing</b>	<b>4</b>
<b>Search Warrants</b>	<b>481</b>
<b>Trap and Trace</b>	<b>47</b>
<b>Out of State Witness</b>	<b>1</b>
<b>Other</b>	<b>10</b>

**CRIMINAL TRIAL RESULTS  
2017**

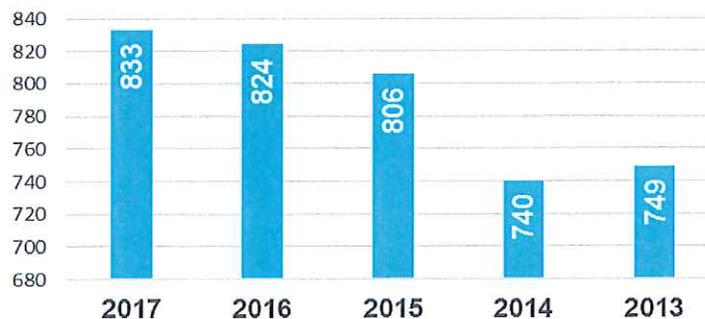
	<b>Jury Trial</b>	<b>Court Trial</b>	<b>Total</b>
<b>Guilty as Charged</b>	33	1	34
<b>Guilty of Lesser Included Offense</b>	5	0	5
<b>Plea During Trial</b>	1	0	1
<b>Not Guilty</b>	8	3	11
<b>Hung Jury/Mistrial</b>	5	0	5
<b>Not Guilty by Reason of Insanity</b>	0	0	0
<b>Total</b>	<b>52</b>	<b>4</b>	<b>56</b>

## CIVIL PROTECTION ORDERS (CPOs)

2017 CPO Disposition	
CPO Dismiss / Case Closed	171
CPO Granted / CL Exp < 1 year	17
CPO Granted / CL Exp 1 year	41
CPO Granted / CL Exp 2 year	42
CPO Granted / CL Exp 3 year	35
CPO Granted / CL Exp 5 year	48
CPO Withdrawn / Case Closed	55
Ex Parte Denied / Case Closed	284
Full Hearing Denied / Case Closed	78
No Contact Order / Exp 1 year	9
No Contact Order / Exp 2 years	4
No Contact Order / Exp 3 years	3
No Contact Order / Exp 5 years	7
No Contact Order / Exp < 1 year	2
Pending	37
<b>Total</b>	<b>833</b>

CPOs FILED EACH MONTH						
Month	2017	2016	2015	2014	2013	2012
January	80	62	67	45	64	4
February	58	66	37	43	52	44
March	76	57	47	64	51	73
April	58	79	83	70	61	53
May	65	64	75	71	73	62
June	80	77	97	79	54	74
July	92	72	90	64	74	59
August	85	77	76	80	74	87
September	62	71	71	70	78	92
October	83	85	49	71	68	102
November	59	73	62	43	46	54
December	35	41	52	40	54	54
<b>Totals</b>	<b>833</b>	<b>824</b>	<b>806</b>	<b>740</b>	<b>749</b>	<b>758</b>

### 5 YEAR COMPARISON



## ASSIGNED JUDGES

Assigned Judges are appointed by the Chief Justice of the Supreme Court of Ohio to meet the demands of both the civil and criminal caseloads of the Lucas County Common Pleas Court, General Trial Division.

In 2017, Assigned Judges tried a total of 15 trials and added a total of 40 days to the calendar. Both jury trials and court trials are handled by Assigned Judges. Assigned Judges also handle other matters during the time of their assignment, such as conducting hearings on civil stalking protection orders and ruling on summary judgment motions.

The compensation of Assigned Judges is dependent upon their status as either a sitting Judge from another county or a retired Judge. Retired Judges are compensated by the State of Ohio, with Lucas County responsible for a partial reimbursement to the state. Sitting Judges receive a payment of \$50.00 per day from Lucas County for their service. Travel related expenses are also paid by Lucas County to both retired and sitting Judges. Due to fiscal difficulties at the state and local levels, the court has continued to restrict the use of retired Judges in 2017.

The Court wishes to express appreciation to the following Judges for their invaluable assistance during 2017:

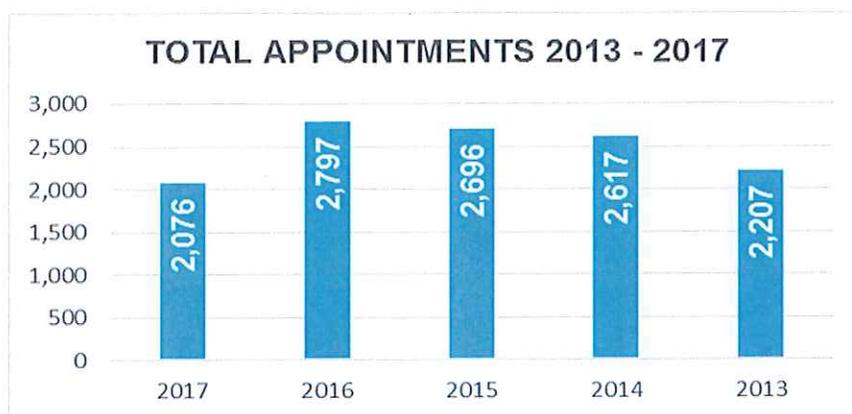
Peter M. Handwork	Lucas County, Retired
Frederick H. McDonald	Lucas County, Retired
Stephen A. Yarbrough	Lucas County, Retired
Norman G. Zimmelman	Lucas County, Retired
James E. Barber	Fulton County, Retired

The Court is also grateful to the Supreme Court of Ohio for the assignment of these Judges to the Court in 2017.

## COURT APPOINTED COUNSEL 2017

MONTH	ASSIGNED COUNSEL	PUBLIC DEFENDER	TOTAL APPOINTMENTS
January:	142	63	205
February:	118	56	174
March:	120	60	180
April:	124	45	169
May:	113	55	168
June:	126	44	170
July:	139	47	186
August:	125	65	190
September:	116	51	167
October:	122	65	187
November:	116	59	175
December:	81	24	105
<b>TOTAL:</b>	<b>1,442</b>	<b>634</b>	<b>2,076</b>
	<b>69%</b>	<b>31%</b>	

5 - YEAR COMPARISON			
Totals for 2017	1,442	634	2,076
Totals for 2016	2,160	637	2,797
Totals for 2015	2,077	619	2,696
Totals for 2014	1,993	624	2,617
Totals for 2013	1,532	675	2,207



**ALTERNATIVE DISPUTE RESOLUTION  
IN-HOUSE CIVIL MEDIATION PROGRAM: 2017**

The Court continues to have a very effective mediation program, under the leadership of Magistrates John Wilmore and Gretchen Weston. Cases are referred to the program by Judges, Attorneys, or Litigants and generally are referred only with the consent of all involved. There is no restriction in the monetary value of cases that may be referred.

The funding for the program during 2017 continues to come exclusively from an additional \$65.00 fee charged against each civil case filed in the Court.

The following is a comparison of the program statistics for the last seven years.

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
<b>TOTAL CASES REFERRED &amp; CLOSED:</b>							
Total Cases Referred:	260	338	320	306	300	222	297
Total Cases Closed:	279	326	320	306	290	236	257
<b>RETURNED WITHOUT MEDIATION:</b>							
Screened/Opted Out:	52	61	63	76	50	37	29
Settled Before Mediation:	41	42	41	59	52	55	48
<b>MEDIATED:</b>							
Settled:	144	161	157	121	140	107	128
Not Settled:	42	62	59	50	48	37	52

**ADDITIONAL INFORMATION FOR 2017**

Cases closed that were referred in 2017:	207
Cases closed that were referred in 2016:	50
257	
Cases pending that were referred in 2017:	89
Cases pending where mediation not yet scheduled:	33
Cases pending where mediation was scheduled:	48
Cases pending where one mediation held and still pending:	8
178	

## FORECLOSURE DATA COLLECTION

(Cases Referred to Magistrate)

Time Period: 01/01/2017 to 12/31/2017

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**Total Number of Foreclosures Files** **1,342**

Number of cases not referred to mediation	1,110
Number of cases referred to mediation	232

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**Number of Cases Closed by Magistrate** **195**

(does not include cases referred in error)

Occupied	173
Vacant/Abandoned	13
Rental	5
Unknown	4
Number of cases settled during mediation	94
Number of cases returned to Courtroom without settlement (62 cases were returned due to inaction on the party of the defendant.)	101
Number of cases referred in error	1

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**Number of Mediation Sessions** **745**

Telephonic conference with all parties	10
In-person conference	8
Telephone conference with counsel for parties	150
Oral status updates	577

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**Representation** **194**

Pro Se	127
Retained counsel	67
ABLE/Legal Aid	0
Volunteer	0

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**Results of Cases Without Loss of Home** **91**

Re-financed/loan modification/reinstated	70
Dismissed by Plaintiff before sale ordered	1
Chapter 7 or 13 Bankruptcy	20
Property sold by Realtor	0
"Charged off" by Plaintiff	0

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**Results of Cases with Loss of Home** **20**

Deed in Lieu	5
Confession of Judgment	10
Short sale	5
Sheriff's sale ordered but not yet held	0
Sheriff's sale completed and deed transferred	0

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**Returned to Courtroom (Judgment not rendered)** **82**

Plaintiff has Not Executed on Judgment	29
Returned to Courtroom Judgment not rendered	53

## JURY COMMISSION

During 2017, the Jury Commission Office continued to render service to all Divisions of the Lucas County Common Pleas Court and to the Toledo Municipal Court. A total of twenty-two (22) Judges are served through the centralized jury pool system.

The Court continues to operate a two day/one trial jury system, which requires prospective jurors to be on stand-by status for two specific days. The term for jury service is either two days, or if selected as a trial juror, the duration of one trial. Only the number of jurors sufficient to respond to the jury trials confirmed for the following day are instructed to report. Only those jurors who report to the courthouse for jury service are paid. During 2017, the Court continued to compensate jurors at the rate of \$10.00 per day for prospective trial jurors serving one-half day and \$20.00 per day for prospective trial jurors serving more than one-half day and seated trial jurors.

During 2017, a total of 30,100 citizens received a summons for trial jury service, 4,449 individuals actually reported to the courthouse for jury service, and 72 panels were sent to the courtroom to begin a jury trial.

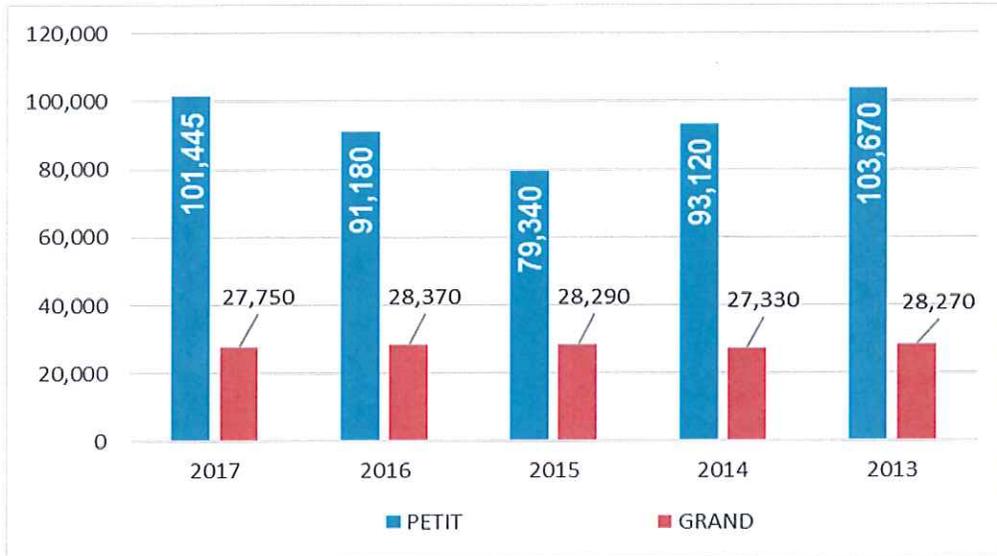
The Grand Jury system continues to operate as an everyday system. Grand Jurors generally serve one-half day, every day, for two weeks. Grand jurors are paid \$10.00 per day.

A total of \$129,195 was expended during 2017 for the payment of both petit (trial) and grand jurors. The monthly expenditures were as follows:

<u>MONTH</u>	<u>PETIT</u>	<u>GRAND</u>
January	11,530	1,870
February	10,590	2,150
March	10,420	2,830
April	14,200	2,130
May	8,535	2,190
June	7,470	2,740
July	2,230	2,050
August	4,240	2,310
September	9,100	2,760
October	9,580	2,100
November	8,230	1,970
December	5,320	2,650
<b>2017 TOTAL:</b>	<b>101,445</b>	<b>27,750</b>

*The City of Toledo paid \$12,900 to Lucas County to cover the cost of administrative fees and juror fees for jurors provided to the Toledo Municipal Court.*

5 YEAR COMPARISON		
YEAR	PETIT	GRAND
<b>2017 TOTALS:</b>	<b>101,445</b>	<b>27,750</b>
<b>2016 TOTALS:</b>	91,180	28,370
<b>2015 TOTALS:</b>	79,340	28,290
<b>2014 TOTALS:</b>	93,120	27,330
<b>2013 TOTALS:</b>	103,670	28,270



### JURY FEE DONATION PROGRAM 2017

The Court has continued to authorize the Jury Commission to operate a program to accept the donation of all or part of the juror's daily fee, with the funds collected being deposited into the Administration of Justice fund. The money collected is used for the benefit of the jurors. With the change in the food services available in the courthouse, a portion of the fund is used to provide a free coffee service to jurors while they are in the Jury Assembly Room. The cost of the magazines and cable television service are also paid from this account.

During 2017, a total of \$2,802.50 was collected in donations and \$2,125.30 was expended.

The Court has intentionally taken a very low-key approach to the project to avoid any sense that the jurors are being pressured to donate. The jurors have been very generous in their consideration of this program and as of the end of December 2017, a balance of \$14,185.08 was available in the account to cover costs that directly benefit the citizens who serve as jurors. This account has allowed the Jury Commission to continue offering items for juror comfort during a time of general fund reductions.

**2017 GENERAL FUND EXPENDITURES - LUCAS COUNTY COMMON PLEAS COURT  
GENERAL TRIAL DIVISION (BY DEPARTMENT)**

<b>COMMON PLEAS COURT</b>	<b>Expenditures</b>
Salaries	\$4,715,194.17
Salaries- Officials	\$139,609.80
OPERS	\$719,314.42
FICA	\$64,579.18
Contract Services	\$58,334.76
Contract Repairs	\$33,409.14
Professional Services	\$22,334.50
Fees	\$19.50
VJ Expense	\$333.15
VJ Per Diem	\$3,738.00
Transcripts	\$66,920.25
Non-ref. tran.	\$4,567.85
Juror Fees	\$118,637.50
Witness Fees	\$130,723.29
Supplies	\$27,935.82
Office Supplies	\$13,379.97
Postage	\$7,572.70
Copying	\$290.42
Telecom.	\$25,696.68
Medical Claims	\$1,429.00
Training	\$2,109.80
Memberships/Subscrip.	\$11,062.70
Equipment	\$5,081.87
<b>Total</b>	<b>\$6,172,274.47</b>

<b>REGIONAL COURT SERVICES</b>	<b>Expenditures</b>
Salaries	\$3,155,386.94
OPERS	\$444,815.23
FICA	\$44,689.10
Uniforms	\$7,253.26
Contract Services	\$307,983.41
Contract Repairs	\$6,229.36
Professional Services	\$10,148.10
Fees	\$4,150.87
Supplies	\$35,981.03
Drug Test Supplies	\$342,944.27
Postage	\$839.38
Copying	\$5,292.51
Telecom.	\$16,128.58
Training	\$2,193.99
Utilities	\$548.00
Misc.	\$2,011.64
Equipment	\$12,315.23
<b>Total</b>	<b>\$4,398,910.90</b>

<b>ADULT PROBATION</b>	<b>Expenditures</b>
Salaries	\$1,741,186.37
OPERS	\$234,839.48
FICA	\$25,441.92
Contract Repairs	\$1,625.90
Professional Services	\$403.85
Supplies	\$5,960.15
Office Supplies	\$6,046.02
Postage	\$1,917.66
Telecom.	\$11,310.57
Training	\$1,875.00
Misc.	\$130.00
Equipment	\$1,164.89
<b>Total</b>	<b>\$2,031,901.81</b>

<b>Total Allocation:</b>	<b>\$12,928,016.47</b>
<b>Total Expenditures:</b>	<b>\$12,603,087.18</b>

# Lucas County Common Pleas Court



## Human Resources Department

# HUMAN RESOURCES DEPARTMENT

Human Resources continued to provide services for the Common Pleas Court, but also worked collaboratively with the Integrated Justice System and Law Library providing their HR services.

2017 Accomplishments noted below were possible due to the commitment of the HR staff and their desire to provide quality services.

## MANAGEMENT PRACTICES

Policy and Procedure review was re-established in 2017 via the Court Directors' Meetings. Once recommendations are finalized by the Directors, the Policies then are presented to the Personnel Committee and once finalized at that level, are sent to the full Judges' panel.

As part of that review process, the Court developed and implemented a new performance appraisal tool.

## PAYROLL & BENEFITS

A major upgrade took place in 2017 with health benefits enrollment process. Strategic Enrollment Services worked with county agencies rolling out an automated benefits enrollment. As a mandatory enrollment year, employees were required to enroll online to continue their benefits. Employees could either enroll themselves online or seek assistance from an onsite Benefits Specialist. Also new was the combining of health benefits and Section 125 plans.

In addition, the county started the process of upgrading the Enterprise Resource Planning system from PeopleSoft to Oracle, for better automation of Human Resources, Benefits, Payroll and Time and Labor data. It is anticipated that the new system will be rolled out in a couple of years.

The Court provided employees with a three percent (3%) pay increase effective January 1, 2017.

Furthermore, HR calculated salaries and salary-related benefits expenses for requested new positions.

## RECRUITMENT & SELECTION

2017 was a busy year from posting positions to determining minimum qualifications, to interviewing and processing new hires and promoted employees. The hiring process changed a bit moving the criminal background checks to the Court Deputies Department.

A total of 41 job postings were posted. A total of 359 resumes were received. HR conducted 4 sessions of pre-employment testing. A total of 23 employees were hired. Eighteen (18) employees were promoted. The charts below will demonstrate the personnel activities for 2017.

NEW HIRES	
Department	Name
<b>Court Deputies</b>	David Bettinger Milissa Winters
<b>Adult Probation</b> Includes: Adult Probation Presentence Invest.	Renee Irvin Jennifer Waite Hannah White
<b>Courthouse</b>	Rose Day Tim Dugan Brian Patrick Gretchen Weston
<b>Regional Court Services</b>  Includes: Pretrial Services Electronic Monitoring Cent. Drug Testing Work Release	Niki Brown Jaquila Colbert Richard Ellis William Gerken Kevin James James Jones Nicole Knaggs Brittany Kurtz Tadarrelle Lett Mariteza Lopez Lee Miller Joseph Mobley Rena Ramsey Brandon Witt
<b>23 New Hires</b>	

EMPLOYEES PROMOTED	
Department	Name
<b>Court Deputies</b>	Ryan Dobrak Shawn Earle David Nigh Andrew Trumbull
<b>Adult Probation</b> Includes: Adult Probation Presentence Invest.	Laura Rogowski
<b>Courthouse</b>	Nikki Kolasinski
<b>Regional Court Services</b>  Includes: Pretrial Services Electronic Monitoring Cent. Drug Testing Work Release	Danyell Barnett Joelle Bridges William Gerken Brittany Kurtz Lee Miller Taderrelle Lett Mariteza Lopez John Marciniak Cieara Pina Janelle Reed-Lewis Kyle Whitmore
<b>18 Employees Promoted</b>	

<b>PRE-EMPLOYMENT TESTING</b>		
<b>Position Specific Testing</b>	<b># of Sessions</b>	<b># Tested</b>
Probation Officer – PSI Writer	2	41
Administrative Clerk I	2	8
Pretrial Booking Officer - PT	3	9
<b>Total People Tested:</b>		<b>58</b>

<b>Resumes/Applications Received by Source</b>		
<b>Source</b>	<b>Male</b>	<b>Female</b>
Website	119	174
Walk-in	3	3
Current Employees	20	30
Mail-in	1	1
Employee Referral	2	1
Fax	0	0
Online/Other	0	1
<b>TOTAL:</b>	<b>145</b>	<b>213</b>

<b>Job Postings by Department</b>		
<b>Department</b>		<b>Total</b>
Courthouse		4
Adult Probation		4
RCS – Pretrial		8
RCS – WR		12
RCS – EMU		1
RCS – CDTU		4
Court Deputies		8
<b>TOTAL:</b>		<b>41</b>

<sup>1</sup>Courthouse includes Court Administration, Courtrooms, Civil Mediation, Foreclosure, and Jury.

# Lucas County Common Pleas Court



## Employee Listing

## JUDICIAL EMPLOYEES

(As of December 31, 2017)

Civil/Criminal Bailiff:	Amy Blossom Kelly Brady Tanya Butler Cindy Danyi Roxanne Ervin Pamela Jagos Robin Johnson Christina Kilis Nikki Kolasinski Amy Lehman	Missy McCabe Stephanie McCarthy Chris Mercer Patricia North Lisa Smith Dawn Stuck Timothy Timar Tabetha Valentin Willie Ann Ware April Wolfe
Staff Attorney / Judicial Law Clerk	Timothy Dugan Marie Findish Lynne Frantz Kathy Grine Walter Kemnitz Tracy Kidd	Elisabeth Heacock Mary Elizabeth Michel Michelle Thomas Michael Silverstein Scott Stafford Bryan Theis

## COURT ADMINISTRATION

Court Administrator:	Brian Patrick	
Deputy Court Administrator:	Brad A. Smith	
Unit Manager:	Charlotte Martinez	
Magistrate:	Gretchen Weston John Wilmore	
Magistrate Case Manager:	Jessica Kozak	Dawn Lowell
Court Reporters:	Rose Day Kendra Carroll Karen Lemle Lynette Shindorf, Chief	Janet Terry Tricia Wadsworth Kelly Wingate Diana Ziegelhofer
AV Technician:	Jessica Hancock	
Jury Manager:	Michelle Bollinger	
Administrative Clerk:	Amy Buck Juanita Lopez	Lori Poulin

## HUMAN RESOURCES DEPARTMENT

Administrative Services Director: Phyllis Cole  
Human Resources Manager: Emily Gerken  
Payroll & Benefits Coordinator: Debra Armstrong  
Administrative Clerk: Evangeline Gillespie

## COURT DEPUTIES DEPARTMENT

Department Director: Roger Kerner  
Unit Manager: Robert Carlson  
Vincent Fisher  
Kristine Worthy  
Administrative Manager: Gerrilynn Hatzidakis  
Senior Court Deputy/Supervisor: Gregory Buck  
Daniel Ehle  
Barry Wilson  
Court Deputies: David Bettinger  
Derrick Cox  
Ryan Dobrak  
Shawn Earle  
Justin Fisher  
Bradley Ford  
Gary Gozdowski  
Samuel Harris  
Justin Hayden  
Richard Keesecker  
Mary Lauer  
Kiara Lewis  
David Nigh  
Natasha Perlewitz  
Kenneth Poston  
Carl Ray  
George Sakelaris  
Pamela Spicocchi  
Andrew Thomasson  
Mark Tracy  
Karen Villarreal  
Kevin Wiezbenski  
Terry Wozniak  
Administrative Clerk: Amy Walker

## ADULT PROBATION DEPARTMENT

Department Director:	Donna Moore	
Unit Manager:	Sarah Gerken Mona Guinaugh Janell Miller Anne Oliver-Niner Ashley Richardson	
Office Manager:	Sheri Easterwood	
Drug Court Coordinator:	Nikki Kolasinski	
Continuous Quality Improvement (CQI) Coordinator:	Amanda Wilson	
Probation Officer:	Nick Almaguer Ellen Besase Suzanne Brown Alexander Bryson Anitra Burton Jennifer Comte Shawna Craft Nick DeLeon Tanya Dracar Angela Facey Tatia Hollis Karis Hood Kathleen Hoodlet John Johnson Jane Joseph Kyle Kachmarik Cheryl Kirsch Lenice Little	Alizia McBride Joy Norwood Annette Phillips Wendy Pittman Thomas Pokorny Vanorian Purley Randy Schroeder David Schultz Stacie Sheldon Kari Shortridge Jessie Taylor Julie Thomas Nicole Thomas Leonard Tomanski Judy Wells William Wolff Stacy Wittenmyer Bruce Zolla
Pre-Sentence Investigator:	Todd Bortz Dequan Brown Hannah Clapper Felecia Menasian	Annmarie Pietras Laura Rogowski Jennifer Waite Hannah White
Administrative Clerk:	Stephanie Baker Catherine Cooper Kim Hamann Renee Irvin Jennifer Isaacs	Jenny Kramer Tammie Miller Maria Nelson Karen Schaeffer Diane Wiley

## REGIONAL COURT SERVICES

Department Director:	Deborah Gasser	
Deputy Director/Pretrial Services:	Michelle Butts	
Unit Manager:	Sabrina Miller Bradley Smith	Meegan Webb Dawn Wortham-Smith
Office Manager:	Tamara Bolfa Loudine Cooper	
Administrative Manager:	Shelli McNett	
Booking Officer:	Danyell Barnett Lindsey Bialy Angela Brooks Michael Goldi Tadarrelle Lett Rena Ramsey	Donna Rowe Alexander Secord Stacy Szymanski Cindee Weaver Shawn Wohlnewicz
Pretrial Supervision Officer:	Shawna Green Danny Hughes Cieara Pina	Lauren Schrein Kyle Whitmore
Electronic Monitoring Supervision Officer:	Brianna Jones Timothy McCullough	Jonathan Otting Dominique Wharton
Electronic Monitoring Officer:	Amer Aswad	
Corrections Case Manager:	James Foster Jamie Hall Molly Hicks	Toyneka Jones-Carpenter LaJay Womack
Drug Testing Technician:	Caroline Broshious	
Administrative Technician:	Susan Chapman	
Administrative Clerk:	Sonya Allen Christie Burkey Charlene Dedeaux Cynthia Garza	Maureen Glore Loel Hollup Julie Stichler
Senior Operations Supervisor:	Carol Howard	

## REGIONAL COURT SERVICES (Continued)

Shift Supervisor:

Nicole Brown  
William Byers  
David Carpenter

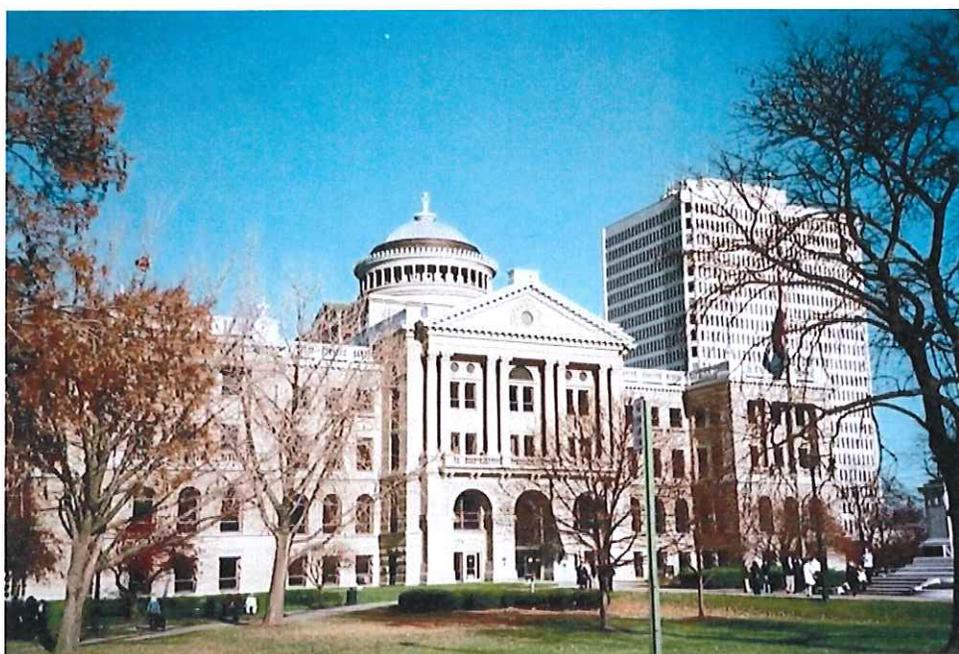
Joshua Kizer  
John Marciniak  
Michelle Veith

Corrections Officer:

Holly Baldwin  
Joseph Barber  
Jacob Carr  
Michael Chandler  
Jaquilla Colbert  
Matthew DeYoung  
Kathy Franklin  
William Gerken  
Jessica Gonzales  
Kevin James

Nicole Knaggs  
Brittany Kurtz  
Douglas Layman  
Jacob Litz  
Alexandria McArthur  
Donald McClain  
Joseph Mobley  
Tara Pope  
Janelle Reed-Lewis  
Patrick Stover

# Lucas County Common Pleas Court



## Adult Probation Department

## ADULT PROBATION DEPARTMENT

The Lucas County Adult Probation Department, which was established in 1950, provides supervision of individuals who are placed on probation/community control in lieu of incarceration, as well as of those granted Intervention In Lieu of Conviction. The Department's overall mission is to carry out court orders from the Lucas County Common Pleas Court, so as to provide protection to the community, and at the same time provide rehabilitation services to offenders. The Adult Probation Department also provides the Court with all services associated with the Presentence Investigation process to include completion of a validated risk assessment (ORAS) on all those defendants referred for a PSI (Presentence Investigation). In addition, it performs all duties associated with the Pretrial Diversion Program, Expungements, and Certificates of Qualification for Employment (CQEs). In 2017, the Lucas County Adult Probation Department employed a dedicated staff of 58 full-time employees and 4 part-time employees. There are also occasional volunteer student interns who assist in providing these services to the Court.

The Lucas County Adult Probation Department continued to see some internal restructuring with the addition of a Treatment Unit Manager position in the fall of 2017 that was funded through a new State Grant, Targeted Community Alternatives to Prison (T-CAP), which was secured by the Lucas County Common Pleas Court. The T-CAP funding was designed to “provide funds to local communities to effectively supervise and hold accountable low-level, non-violent offenders and at the same time safely reduce Ohio’s prison population.” This position provides service to the Lucas County Drug Court, as well as, supervises the Drug Court Probation Officers and three Intensive Supervision (ISP) Substance Abuse Officers. In addition, the position has been assigned additional duties that were previously assigned to the Drug Court Coordinator position eliminated in 2017. This Unit will continue to implement evidence based programming to include the addition of Cognitive Behavioral Interventions for Substance Abuse (CBISA) Groups in 2018. Eight staff completed the University of Cincinnati CBISA Training in 2017. It is anticipated that additional staff will be afforded this training in 2018 and be certified to run CBISA Groups, as well.

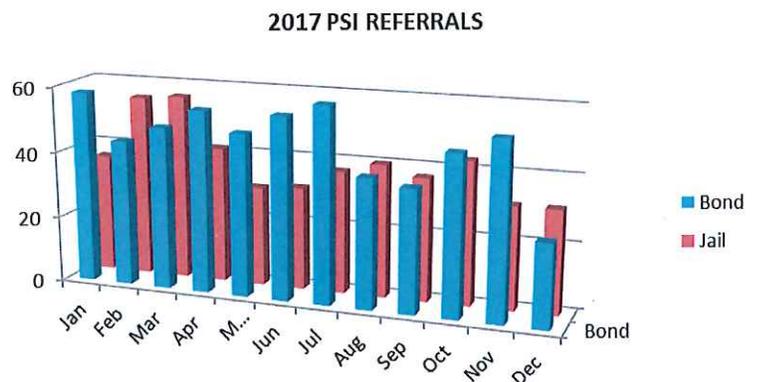
As noted in the 2016 Annual Report, the Lucas County Adult Probation Department added to its staff a Quality Assurance/Continuous Quality Improvement (QA/CQI) Coordinator. Full implementation of a Quality Assurance process was implemented in 2017. With the State’s urging and approval, this State funded position was developed to provide ongoing oversight of quality assurance and continuous quality improvement throughout the department to ensure consistent delivery of services grounded in evidenced based practices for the Court, the offenders and the community, in an effort to reduce recidivism. The Quality Assurance process includes quarterly random file audits, double coding of ORAS assessments to ensure fidelity, direct observation of both group programming and individual office visits, and coaching when necessary. The QA/CQI coordinator further assists this Director in identifying training needs and provides guidance to other Unit Managers for staff development.

**OHIO RISK ASSESSMENT SYSTEM:** Pursuant to OH HB86, effective September 30, 2011, a single validated risk assessment tool shall be used for adult offenders. ODRC, with the help of the University of Cincinnati, created the Ohio Risk (of recidivism) Assessment System. The Court received monies to support said program with the assistance of a Justice Reinvestment Probation Improvement Incentive Grant (PIIG). The Chief intent was to better identify needs of offenders in the local community and accomplish the purposes and principles of sentencing, without imposing an unnecessary burden on the state or local government resources. The assessment is designed to identify not only risk of recidivism, but high areas of need, as well. The three officers whose positions were funded by the aforementioned Grant provide the Presentence Investigation Probation Officers with the results of this assessment, in an effort to provide them guidance in their sentencing recommendations to the Court. The Adult Probation Department continues to receive State funds to support its efforts to ensure all defendants referred for a Presentence Investigation and/or under community control sanctions complete an ORAS assessments. Effective 12/1/17, the funds provided by the State were distributed through the Justice Reinvestment and Incentive Grant (JRIG), replacing the Probation Improvement and Incentive Grant.

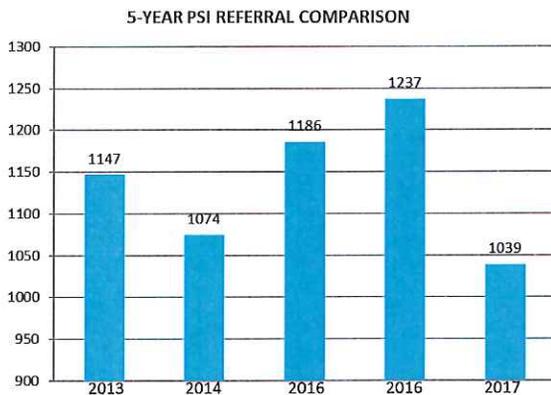
**2017 Assessments Completed:** CST or SRT Risk Assessment Tools – 1,121

**PRESENTENCE INVESTIGATION:**

Until September 14, 2016, a Presentence Investigation Report (PSI) was mandated by statute for all convicted felons prior to sentencing (which may include Community Control placement). Pursuant to OH HB123, however, effective September 14, 2016, the Court may proceed to sentencing without a PSI if the defendant and the prosecutor handling the case against the defendant agree to waive the Presentence Investigation Report. The Court is not bound by this agreement, and may order a Presentence Investigation Report, notwithstanding.



Investigative Probation Officers (8) are assigned court referred cases on a rotation basis. Each officer is responsible for the presentence interview with the defendant, compiling background, demographic and other verifiable information pertaining to the defendant. With the above information, a completed ORAS assessment, and court/police records, a written report is compiled, including a sentencing



recommendation, and submitted to the Court based on a pre-set sentencing date. On an average, officers are given 4-6 weeks to complete a report on a defendant released on bond, and approximately 2 weeks to complete a report on a defendant in custody. (Note: The numbers below also reflect completed Intervention In Lieu of Conviction Reports).

**Presentence Investigation Activity in 2017 – Cases Completed:**

571 – Number of Defendants at large on bond  
468 -- Defendants in custody  
 1,039 – Total Completed Cases

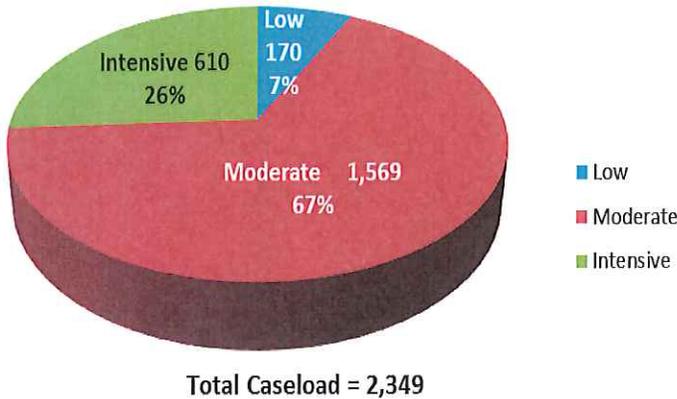
**EXPUNGEMENT INFORMATION:** Two Supervising Probation Officers are assigned to investigate and advise the Court when persons previously charged with or convicted of crimes file motions for sealing of the records of arrest or conviction or for Certificates of Qualification for Employment. A background investigation, current criminal record check, and statutory review are completed and forwarded to the Court, along with a recommendation as to the granting or denying of the motion.

**Expungement Activity in 2017:** Cases Completed – 210  
**CQE Activity in 2017:** Cases Completed – 5

**PRETRIAL DIVERSION PROGRAM:** A Felony Diversion Program was established by the Common Pleas Court and Prosecutor on July 1, 1999. Two Supervising Probation Officers have been charged with the screening, recommending and supervising of defendants in the program. The program allows persons charged with certain felony offenses the opportunity to avoid conviction on the felony charge, upon satisfaction of certain special conditions. Among other requirements, eligible defendants are required to pay a program participation fee, must fully restate the victim of the offense, and perform a specified number of hours of service to the community at large. These defendants are supervised in the community much like those on Supervised Own Recognizance bonds or under Community Control placements.

**Diversion Program Activity in 2017:**  
 49 - Defendants screened in 2017  
 54 - Defendants in active status at End of Year 2017

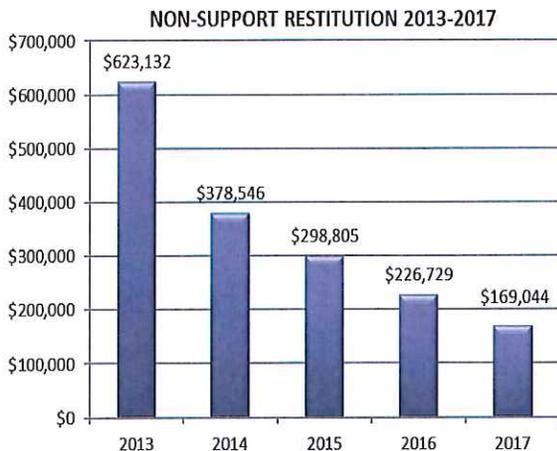
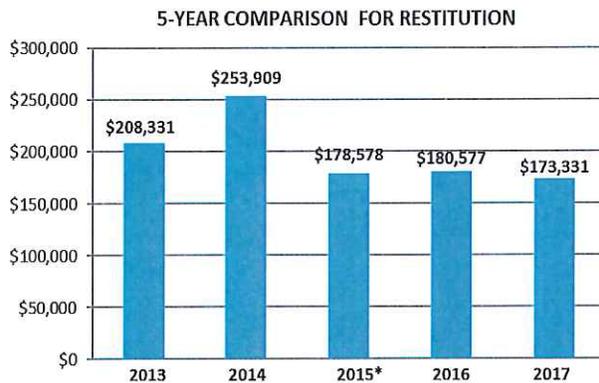
## 2017 Caseload Composition



**CASELOAD MANAGEMENT:** In 2017, supervision was provided to a total of 3,543 community control clients. The number of cases at year end was 2,349 compared to 2,362 in 2016. There were 1,181 cases assigned and 1,194 removed from supervision during 2017. At year end the composition of the overall caseload for 2017 was 26%, 67 %, and 7%, respectively for intensive, moderate, and low risk. (Please review graph for visual comparison)

## FINANCIAL OBLIGATIONS:

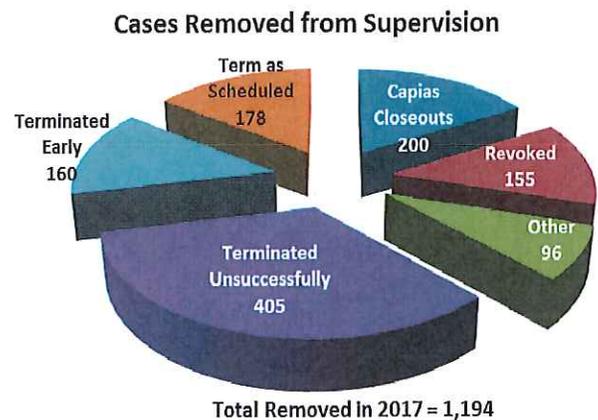
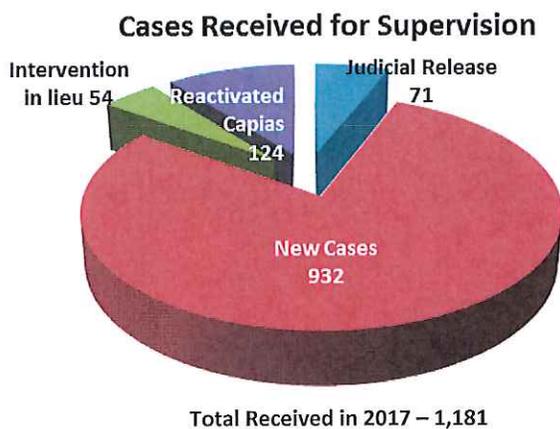
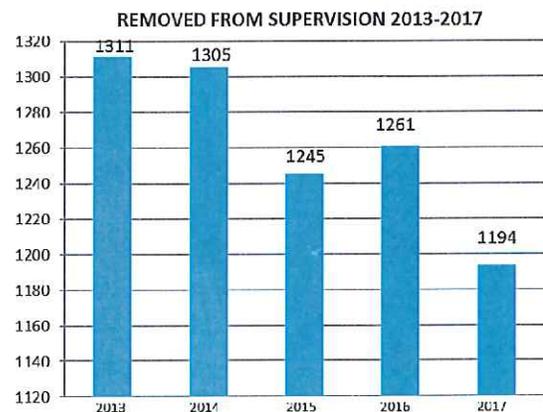
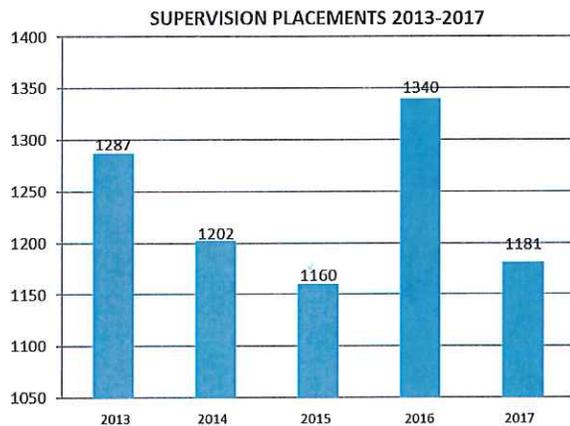
The department enforced the collection of \$173,331 in restitution to victims of crime. Department personnel also enforced the collection of \$408,902 in court cost and fines.



In 2017 the LCAPD, with the cooperative efforts of the Child Support Enforcement Agency, was responsible for the collection of approximately 169,044.16 in restitution from clients convicted of Nonsupport. The percentage rate collected in 2017 was 22.69% of the monies owed. The actual amount collected has continued to decrease, which can be attributed to the fewer number of clients being indicted, convicted and subsequently supervised by this department for charges of Nonsupport.

Also, as a result of the passage of House Bill 406, the courts were authorized beginning in 1995 to require probationers to pay a supervision fee. This year \$217,337 was collected, an increase of \$6,622 as compared to last year. The above amount does not include the 2% fee assessed by the Clerk's Office for their assistance with processing the funds.

Five (5) year comparison for Supervision Placements and Removals from Supervision are graphed below:



**COMMUNITY CONTROL TERMINATIONS:** There were 338 probationers successfully terminated from probation in 2017. Early terminations accounted for 47% (160) of those released, while 53% (178) were terminated as scheduled. In addition, there were 39 individuals who successfully completed a term of Intervention In Lieu of Conviction.

**COMMUNITY CONTROL REVOCATIONS:** A total of 155 probationers had their probation/community control revoked in 2017 as compared to 198 in 2016. Of those 155 whose supervision was revoked, 123 (79%) were for technical violations of their supervision. 405 had their probation unsuccessfully terminated. 200 defendants were classified as having absconded at year's end with a *capias* being issued. There were 97 new offense violation reports for new felony and misdemeanor convictions during 2017 as adjudicated in the Lucas County Common Pleas Court. In addition, probation officers filed 951 technical community control/probation violation reports during 2017.

### **CASELOAD SUPERVISION**

- **UNITS I & 2:** Units I & II, combined, supervised 68% of all clients in the department, classified as low or moderate risk. Also included in this number are high/very high risk offenders who had been convicted of misdemeanor offenses, as amended from a felony in the Lucas County Common Pleas Court. Fourteen probation officers within these two units, at year end, were supervising 1,589 offenders. Of this number, 170 were assigned to the Low Risk Case Load. Of these 170 low risk offenders, 69 individuals were utilizing the regional kiosk system that was added in June of 2011 for low risk offenders at year's end. These officers enforced the collection of \$156,076.49 in restitution and \$346,260.46 in court costs & fines, a significant portion of the overall collection effort.

It should further be noted that the two Day Reporting Officers are supervised by Unit I. In addition, the Transfer Officer whose duties now also include those associated with the Prison Diversion Program and the Community Service Coordinator are supervised by Unit I.

As it relates to Unit II, with the inception of the Lucas County Drug Court, the supervision of the 2 officers assigned to the Drug Court became the direct responsibility of the Unit 2 manager. This manager, along with another officer in the Unit, serves as backup to the Drug Court Officers in the event of their absence.

Specifics as they relate to the Drug Court, the Day Reporting Program, and the Prison Diversion Program will follow.

- **INTENSIVE SUPERVISION PROGRAM (IDU, HIGH RISK & Nonsupport Initiatives):** The agreement between Lucas County and The Ohio Department of Rehabilitation and Corrections to divert offenders eligible for community control from state prisons continued for the thirty-sixth consecutive year. At the end of 2017, the High Risk/IDU Program component was supervising 235 offenders.

The State funded Nonsupport Initiatives Program had only 10 new referrals in 2017. This program is for convicted felony Nonsupport offenders who are

unemployed. The numbers have steadily continued to decline over the last three years as a result of the decrease in felony convictions as they relate to Nonsupport. Though there has been some suggestion that these numbers will increase, it has not come to fruition. At year's end there were 30 participants in the program. Those in the program are required to engage in employment readiness as well as GED classes if needed.

The ISP program continued to emphasize, during the past year, safety of the community and client accountability to ensure compliance with program requirements. Emphasis was placed on improving delivery of evidenced based practices in an effort to reduce recidivism.

- **SPECIAL NEEDS UNIT:** This unit provides specialized and intensive supervision and treatment to sex offenders, mentally disordered offenders, and substance abusing offenders. At the end of 2017, the Special Needs function was providing services to 212 offenders.

Ongoing programming includes special/intensive caseload management of clients who have mental health issues, supervision and treatment of sex offenders and clients having substance abuse problems. The Department continued to contract with Harbor for services at it relates to sex offender treatment.

- **FORENSIC MONITOR:** The department also provides supervision to the Not Guilty by Reason of Insanity/Conditional Release clients. This project is funded through the Mental Health and Recovery Services Board. At the end of 2017, 52 offenders were being supervised by the department's Forensic Monitor. The Forensic Monitor reports directly to the Department Director.
- **PRISON DIVERSION PROGRAM:** The Lucas County Adult Probation Department received additional funding from the Ohio Department of Rehabilitation and Correction to create a Prison Diversion Program in October 2009. The purpose of this program is to reduce the number of ODRC commitments for offenders who have twelve months or less remaining on their reserved sentences. The participants are provided with intensive supervision and programming based on his/her individualized areas of need. At the end of the offender's commitment to the program, which is the time left remaining on the reserved sentence, the community control placement terminates, either successfully or unsuccessfully, based on the offender's performance. The program remains a viable option for the Court, though the funding source is now the County as the duties associated with this position have been assigned to the Transfer Officer, with the funding originally associated to this position now funding a Drug Court Probation Officer.

In 2017, 119 new referrals were made to the Prison Diversion Program. At year's end, there were 32 participants in the program.

- DAY REPORTING PROGRAM:** An eighteen month Probation Improvement and Incentive Grant was received from the Ohio Department of Rehabilitation and Correction beginning on January 1, 2012. A Day Reporting Program was created to provide the Thinking For A Change curriculum, that is offered with the Correctional Treatment Facility's Residential Program, on an outpatient basis. Also included in the curriculum is Epictetus which is consistent with the programming provided at CTF. Two probation officers and a corrections officer were hired to implement the program and began accepting referrals in February 2012. Since that time, the Grant has been extended twice for two year increments. In 2017, the State provided only five (5) months of funding through the Probation Improvement Incentive Grant, as the opted to reclassify the Grant as the Justice Reinvestment and Incentive Grant (JRIG) which began December 1, 2017. The JRIG continues to cover the costs of the Day Reporting Program and two of the three ORAS officers. There were 107 new referrals to the Day Reporting Program in calendar year 2017. Eighty-three (83) participants completed the program successfully, with 11 unsuccessful completions during calendar 2017. At year's end 73 participants were still actively participating in the program. The Day Reporting Officers also facilitate an internal Employment Readiness Group which is a four week program designed to teach and demonstrate appropriate ways of communicating during and after the hiring process, as well as, to assist in the development of a resume. Included in the lessons are mock interviews and practice in completing job applications.
- COMMUNITY SERVICE:** The LCAPD Community Service Program requires special mention. The Community Service Coordinator who reports to the Director is charged with the coordination and tracking of all community service hours ordered by the Court. There were 9,566 hours of community service work performed during 2017. At \$7.25/hour, (Federal Minimum Wage), the 9,566 hours equal a total of \$69,353.50 of labor given back in service hours to the community by probation clients. Of these hours, 1,077.75 were in lieu of court costs for a total of \$7,813.67.
- LUCAS COUNTY DRUG COURT:** After much planning and deliberation the Lucas County Common Pleas Court approved the development of two Lucas County Drug Court Dockets to be presided over by The Honorable Stacy L. Cook and The Honorable Ian B. English. On 3/9/2016, Lucas County Received notice that the Lucas County Drug Courts had been officially pre-certified. Each Docket was fully staffed and operational on April 21, 2016. Both Judges Stacy L. Cook and Ian B. English were awarded final certification pursuant to Sup. R.36.26 effective 09/02/16 – 12/31/17. In 2017 the Drug Court underwent significant changes, with the resignation of the Drug Court Coordinator and Judges of the Lucas County Common Pleas Court opting to operate only one Drug Court which continues to be presided over by The Honorable Ian B. English. Judge English's Civil Bailiff assumed many of the duties of the previous Drug Court Coordinator. Additional duties were assigned to Adult Probation's Treatment Unit Manager, the new position noted previously that is

funded through the State's Targeted Community Alternatives to Prison (T-CAP) Grant the Court secured in September 2017. The Adult Probation Department continued to provide two Drug Court Probation Officers to provide oversight of those defendants in Phases I – III. An additional Probation Officer provides oversight of those clients who have completed the initial phases. The Court was recertified by the Ohio Supreme Court in December of 2017 with the Court being awarded a three year certification (12/21/17 – 12/21/20). At year's end, there were 63 active participants in Drug Court. There were 10 clients in Phase I, 20 clients in Phase II, 16 in Phase III, and 17 in Phase IV. The Lucas County Drug Court is anticipating its first graduations in the Spring of 2018.

- **ON SITE PROGRAMMING:** The department offers a variety of services which are provided onsite by LCAPD staff or social service agencies. LCAPD has long utilized the services of Alcoholics Anonymous and Cocaine Anonymous via meetings held at the department on a weekly basis. In addition, the department offers group therapy for those clients convicted of felony level sex offenses through Harbor.

In addition to the above, beginning in December, 2013, the LCAPD initiated an Orientation program for all new clients. New clients to probation are required to attend one of two sessions offered during the month. It is designed to provide clients with an overview of Probation/Community Control. As part of this program, probationers are given an overview of client expectations and responsibilities. Further instruction is given regarding the role and responsibilities of the probation officer. Included is a review of external and internal program availability. The defendants are given an opportunity to ask questions and, if needed, DNA is collected at this time, as well. Upon completion of the meeting, each client is provided a power point copy of the presentation. Future Orientation groups will also receive a community resource packet which will include information as to where they might turn for assistance for a variety of needs.

The department also continues to host the Annual Sobriety Awards Ceremony in the fall of each year, a celebration that was reinstated in the department in the fall of 2014. This celebration is for those clients who have maintained sobriety for a minimum of 6 months and continue on their journey to recovery. It is a day of celebration for not only the clients, but the probation staff who have provided their guidance and support and the Court, as well. In 2017, 137 individuals were nominated for this award, with 106 of those nominated having one or more years of sobriety.

# Lucas County Common Pleas Court



## Court Deputies Department

# COURT DEPUTIES DEPARTMENT

In 2017, the Court Deputies Department employed 19 full-time staff and 12 part-time staff. The responsibility of the Department is to provide security for all occupants and visitors to the Lucas County Common Pleas Courthouse, the Court Services building located at 1100 Jefferson Avenue and the Centralized Drug Testing Unit located at 1302 Washington. Additional responsibilities of the Court Deputies Department include the Community Supervision Program.

## MAIN OFFICE

This office is staffed by the Director of Court Deputies and two full time support staff. This unit collects and distributes an enormous amount of information related to scheduling and the transporting of defendants to and from court, institutions and other miscellaneous court related activities.

The Court Deputies Office monitors the alarms and closed circuit televisions dispatching deputies as needed. In addition, information was gathered, prepared, and filed for 257 fugitive warrants.

This office also coordinates with the Evidence Technician the safekeeping, storage and destruction of evidence and other official court records.

## PERIMETER SECURITY

Perimeter Security at the Courthouse screens all employees and visitors entering the Courthouse through the Michigan and Erie Street entrances. All persons are subject to magnetometer inspections and x-ray screening of purses, briefcases and packages. This is accomplished with the least amount of inconvenience to the Courthouse employees, jurors, elected officials, attorneys, vendors and the general public. Perimeter Security Officers collected one (1) piece of contraband, and one (1) illicit drug seizure. Five arrests were made. They also answered 11 injury / illness / AED response calls. There were 63 incidents reported and investigated within the building and grounds, thereby creating a safer and more secure environment at the Courthouse.

Situation	Number
Contraband	1
Illicit Drug Seizure	1
Arrests	5
Injury/illness/AED Response	11
Incident Reports	63

This unit is also responsible for opening the Courthouse at 7:30 a.m. and closing at 5:00 p.m. This group provided screening and documentation for approximately 700 contractor personnel and 395 deliveries to the dock doors, ensuring all items were hand inspected and deemed safe as required.

Lastly, this unit acts as court information officers for visitors to the court and issues photo identification for all Divisions of the Common Pleas Court; (General Trial Division, Juvenile Division, Domestic Relations Division, and Probate Division), the Clerk of Courts, and the Lucas County Commissioners' Facilities Department. There were 130 photo ID's issued in 2017.

**COURTROOM SECURITY**

This unit provided security in 2017 for approximately 716 arraignment dockets and over 1,100 criminal blocks at which 2,783 people were arraigned. This unit provided security for 1,227 trials and also tracked over 14 high profile cases as well as conducting thousands of off-docket matters in the General Trial and Probate Divisions of the Common Pleas Court. Courtroom Security personnel served 364 summons indictments, arrested 125 people on warrants and provided security for 257 Fugitive Hearings. The Perimeter Security Unit provided security for approximately 670 hearings of which 427 were Civil Protection Order hearings.

Courtroom / Perimeter Security responded to various situations identified in the chart below:

Situation	Number
Violent Incidents	5
Disturbances	10
Incidents of disorderly conduct	2
Threats of Violence (major)	5
Injury / Illness calls	11
Alarm activations/Courtrooms & Offices	2
Miscellaneous calls for assistance	31

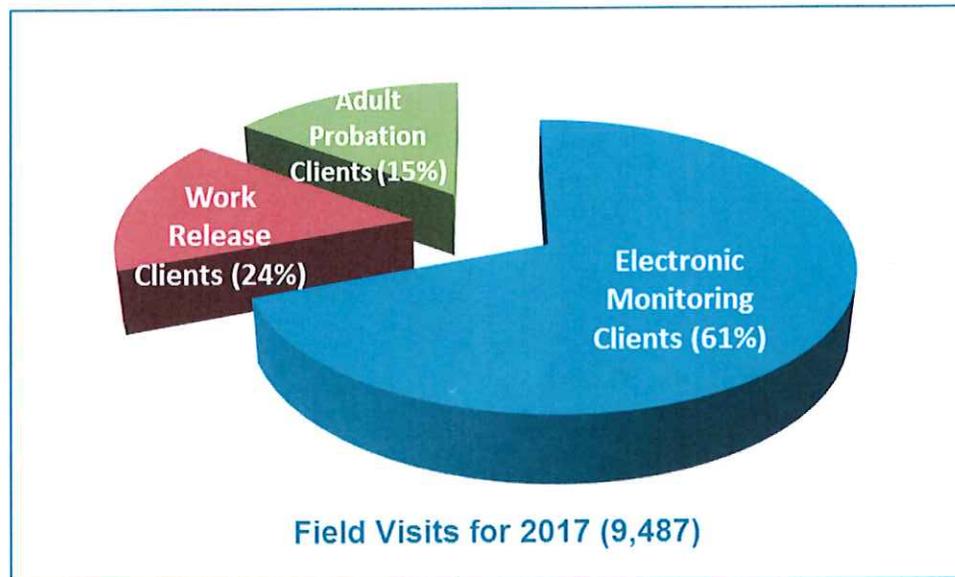
**COMMUNITY SUPERVISION**

This unit consists of a total of fourteen (14) Court Deputies: four (4) full time and five (5) part time, as well as five (5) Community Supervision Deputies (discussed below). The nine Court Deputies provide security for Court Services and Centralized Drug Testing Unit on a daily basis. Occupants of the 1100 Jefferson building (Court Services) include Adult Probation Department (APD), Pretrial Services, and Human Resources.

This unit was responsible for 205 warrant arrests which cleared 1,337 warrants and provided after hours security for group meetings, probation and numerous client meetings. This unit conducted 771 intoximeter tests and responded to two (2) panic alarms.

The four (4) full-time and one (1) part-time Community Supervision Deputies provide community contacts to homes, work sites, furlough sites, and surveillance as requested by the Adult Probation Department (APD), Work Release (WR), and Electronic Monitoring (EM). The following is an account of the 2017 contacts by this unit:

Number of items screened	37,492
Number of incidents reported and investigated	51
Number of after-hours coverage	1,024
Number of warrants (arrests made)	205
Number of oral drug swabs	59



Number of field visits for Electronic Monitoring clients	6,586
Number of field visits for Work Release clients	1,479
Number of field visits for Adult Probation clients (IDU)	<u>1,422</u>
	9,487

**5 YEAR COMPARISON  
2013 - 2017**

Year	Electronic Monitoring	Work Release	Adult Probation	Total Field Visits
2017	6,586	1,479	1,422	9,487
2016	5,499	2,242	1,694	9,435
2015	6,599	2,598	1,658	10,855
2014	6,663	2,572	1,992	11,227
2013	5,591	2,480	2,268	10,339

# Lucas County Common Pleas Court



## Regional Court Services

# REGIONAL COURT SERVICES

Regional Court Services is comprised of four separate programs: Centralized Drug Testing, Electronic Monitoring, Pretrial Services and Work Release. There are currently 67 full time and 9 part time dedicated individuals employed in this Department. Each staff member is obligated to maintain the integrity of the Department and provide the judiciary with the highest possible level of service.

## CENTRALIZED DRUG TESTING UNIT

Since 1991 the Centralized Drug Testing Unit (CDTU) has provided forensic urinalysis for offenders from Common Pleas Court, as well as the suburban courts and other area agencies, most of which are under contractual agreement. The main function of this program is to aid in the identification of drug use in an attempt to facilitate treatment of those offenders through alternatives available to the judiciary, as well as other community agencies.

At the present time, CDTU uses the Olympus AU400 Analyzer. This analyzer along with the Enzyme Immunoassay Technology (reagents and calibrators) work together to proficiently test samples collected from clients. In addition, the Emitt II reagents have the ability to test for the following drugs of abuse:

- |                  |                 |            |             |
|------------------|-----------------|------------|-------------|
| ● Amphetamine    | ● Cannabinoid   | ● Fentanyl | ● Oxycodone |
| ● Barbiturate    | ● Cocaine       | ● Heroin   | ● ETG       |
| ● Benzodiazepine | ● Ethyl Alcohol | ● Opiate   |             |

In 2009, CDTU obtained its American Bioanalyst Certification. This certification indicates that the results generated by the Olympus AU400 are 100% accurate and confirms that the staff working in the lab are in compliance with all testing procedures.

### CLIENTS

At the present time, there are 37 agencies, in addition to Common Pleas Court, utilizing drug testing services. The total number of individual clients has continued to increase each year. The continued increase is expected as the number of Drug Court participants increases.

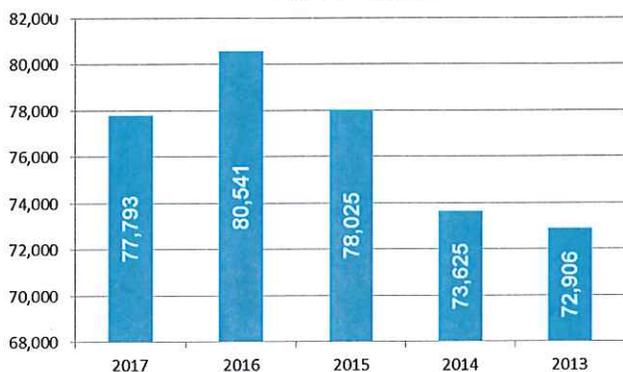


## SPECIMENS & TESTS

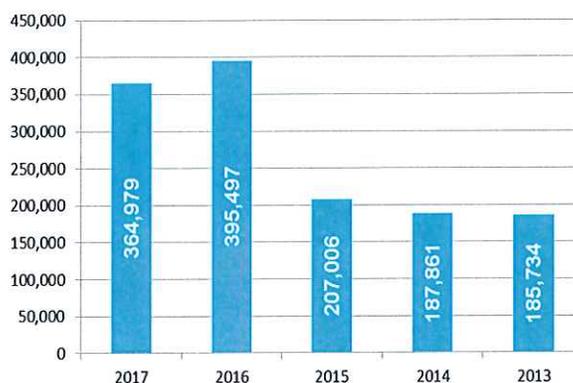
In 2017, the total number of clients increased by 552. This is the smallest increase in the past few years. Despite the increase, there were fewer specimens collected. The decrease of 2,748 specimens is significant. This can be specifically attributed to the adherence to the approved testing policies.

Each sample collected was then tested for an average of 4.69 illegal substances, slightly fewer than previous years. Over the past five years, there has been a total of 382,890 specimens collected. In turn, those samples were then tested for a total of 1,342,077 substances.

**NUMBER OF SPECIMENS TESTED  
2013 - 2017**



**NUMBER OF TESTS ORDERED  
2013 - 2017**



## DRUGS OF ABUSE

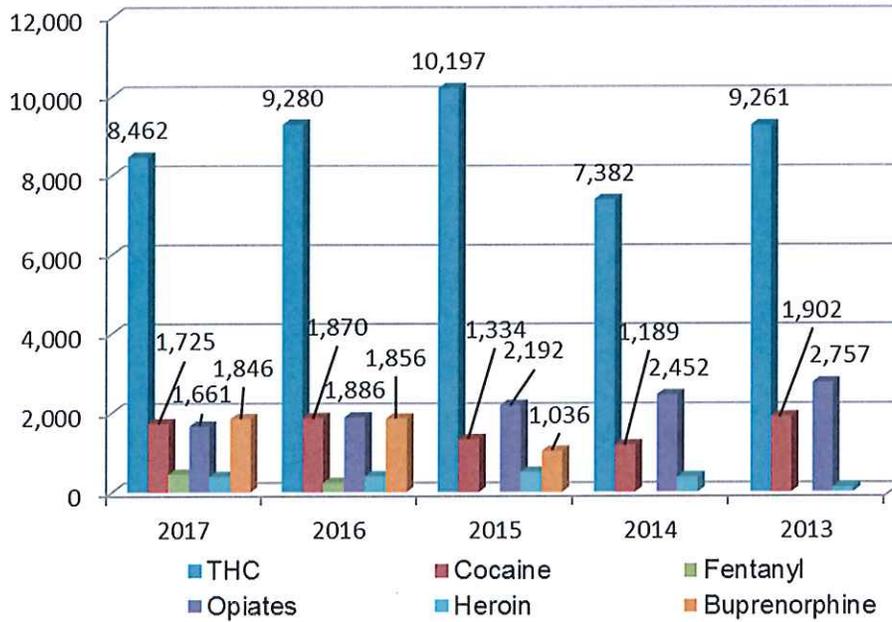
Prior to 2013, THC, Cocaine and Opiates were the most common substances tested. Later that same year, the lab was able to differentiate between heroin and other opiates. The usage of THC declined significantly after 2012, however, increased slightly in 2015. Since that time, the number of positive THC tests continues to decrease.

Those testing positive for heroin usage and other opiates has also continued to decrease, as has the number of positive tests for Cocaine and Buprenorphine (Suboxone) usage. CDTU first began testing for Fentanyl in 2016. Since that time, the number of specimens testing positive has increased significantly.

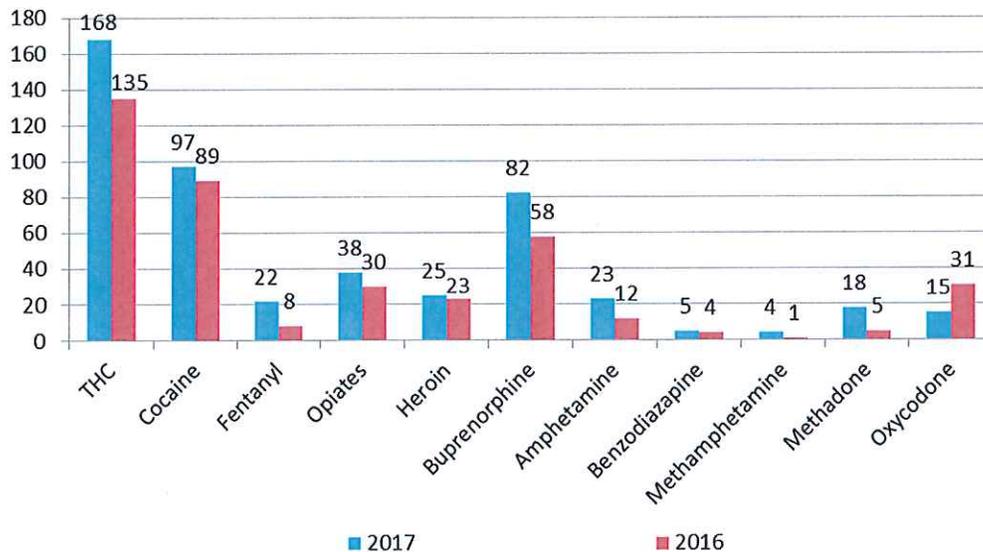
In 2015, protocol was changed to test for the client's perceived drug of choice. While this and the decrease in full panel testing was thought, by some, to allow for undetected usage, illicit substance usage continues to be detected.

While the aforementioned figures only refer to urinalysis testing, CDTU also began administering forensic fluid testing early in early 2016. This type of test is for those with various medical and other limitations that restrict the client's ability to provide urine samples. Mouth swabs test for all substances that could be screened for in a urine specimen.

## COMMONLY USED DRUGS TESTED POSITIVE VIA URINALYSIS



## COMMONLY USED DRUGS TESTED POSITIVE VIA SWABS



## ELECTRONIC MONITORING

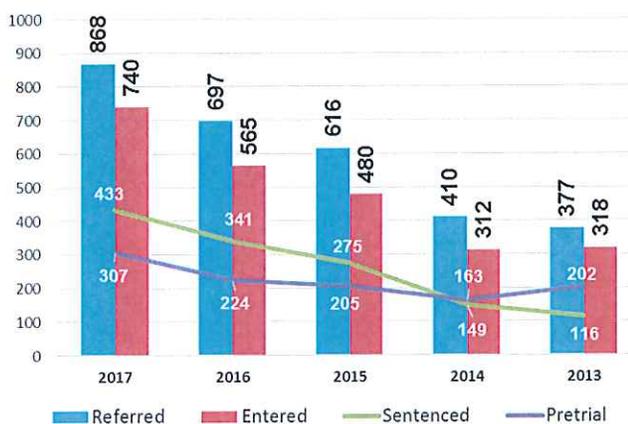
The Electronic Monitoring Program was created in 1991 with grant funding from the Governor’s Office on Criminal Justice Services. The Program provides a cost effective alternative to traditional incarceration, while reducing jail population and maintaining intensive supervision of participants for Common Pleas Court. Lucas County was also awarded additional funding through the MacArthur Safety + Justice Challenge, which began in late September 2016. This increase allowed for a total of 205 units to be divided among all of the courts in Lucas County.

A variety of monitoring equipment is available to provide the judiciary with the most up to date and effective monitoring possible. Currently, the program primarily utilizes a Global Positioning Satellite system. This equipment provides information with regard to the offender’s location in real time. The Transdermal Alcohol Detection system that is also utilized provides two services in one transmitter, reliable alcohol and curfew monitoring. All of the units being used are Cellular Units with motion detection capabilities, for those defendants without land-line telephones.

### CLIENT POPULATION

During the 2017 calendar year, the number of defendants referred to the program increased considerably from previous years in part due to the ability to utilize units funded by the MacArthur grant for pretrial clients. However, of the 868 defendants referred, only 740 (85.25%) participated in the program. Those unable to participate fell into four general categories: the majority, 49 (38.3%), are currently serving time at another facility, 44 (34%) had their EM condition modified or revoked prior to placement, 6 (5%) lacked a stable residence, and 29 (22.7%) were given EM in conjunction with a bond that they were unable to or have yet to post.

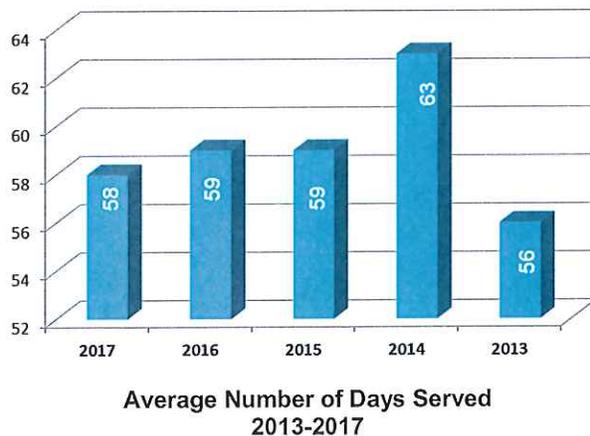
New Clients 2013 - 2017



During this past year the number of defendants sentenced to EM as a condition of Community Control as well as those on pretrial increased. This can partially be attributed to the increased number of units available through the MacArthur Grant, which seeks to reduce over-reliance on jails. As part of that Grant, an intensive pretrial supervision unit was created in which all pretrial bond supervision and EM program conditions were monitored, tracked and reported to the Court by one officer.

Concurrent supervision of Lucas County Adult Probation Department clients, who had EM as a condition of their supervision, also began during the latter part of 2017. The Grant funded supervision for 309 clients in 2017, which resulted in 12,947 days of EM supervision instead of incarceration.

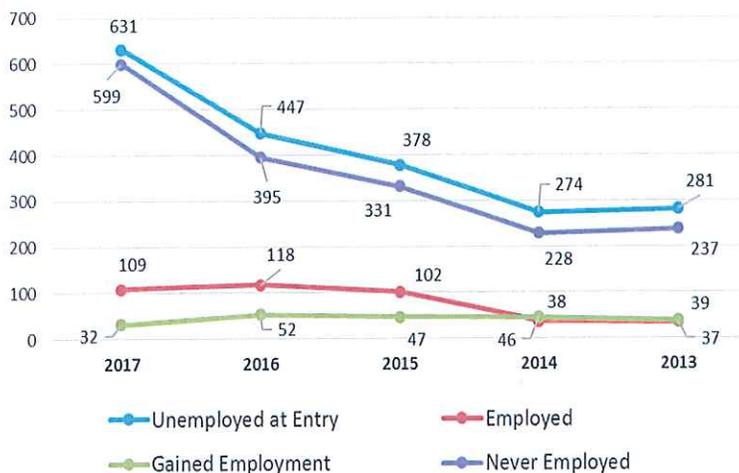
## DAYS SERVED



The average number of days served in the program remained nearly unchanged from last year. While the average number of days served on EM has significantly decreased since 2012, it has resulted in an increase in the number of clients able to participate.

## EMPLOYMENT

EMPLOYMENT STATUS  
2013 - 2017



The number of unemployed clients, as well as those that never gained employment, has remained extremely high. In 2017, only 141 clients were employed at any time during the year. The chart below paints a clear picture of the economic situation faced by offenders in this program. This past year, 85.3% of new participants were unemployed upon entering.

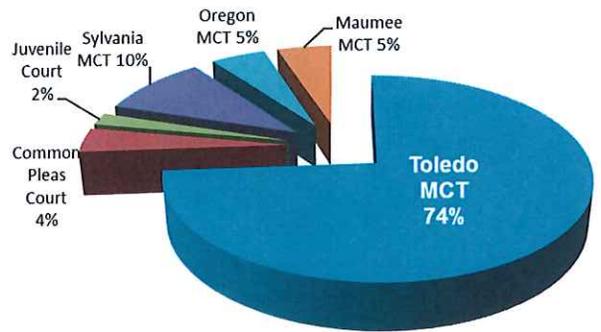
The Department of Court Deputies also provides support to the program by making unscheduled periodic visits to their residence. In 2017 there were 5,783 field checks completed.

# PRETRIAL SERVICES

Pretrial Services arose out of the former Court Intake Unit, which was developed during November 1980. This program is responsible for the processing of defendants at arrest and subsequent monitoring if the defendant is placed on supervised release. The primary focus is on court appearance, public safety and the use of evidence-based practices.

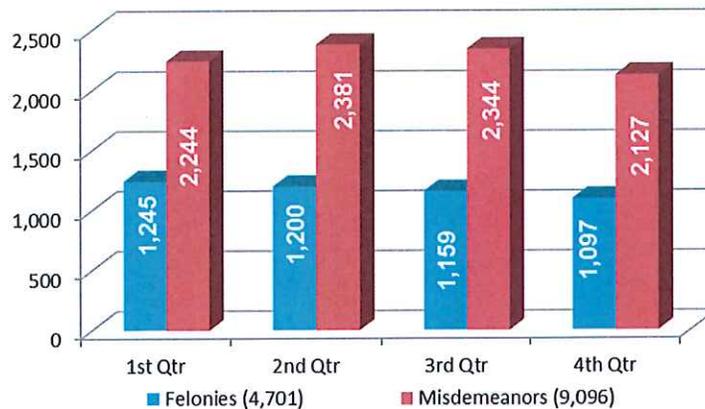
## PRETRIAL BOOKING

The Pretrial Booking Office, which is located in the Lucas County Corrections Center, completes risk-based pretrial assessments on nearly all persons booked. The Officers make release eligibility determinations on individuals for traffic, misdemeanor and felony offenses, including outstanding bench warrants. In addition, they interview all adult felony arrestees as part of the assessment process. Officers use an evidence and research-based pretrial risk assessment, the Public Safety Assessment (PSA), which was validated in Lucas County. The assessment considers nine risk factors that are derived from administrative data. This report assists the Court in determining release eligibility of booked individuals. Included in the report is a recommendation as to release or detention based upon the defendant's risk of failing to appear for court, committing a new crime while awaiting trial and committing a new violent crime while awaiting trial. In addition, Pretrial Booking Officers assist the Lucas County Sheriff's Office with release of defendants through the Courts' orders and the Federal Court Order.



## Pretrial Bond Interviews Completed at LCCC

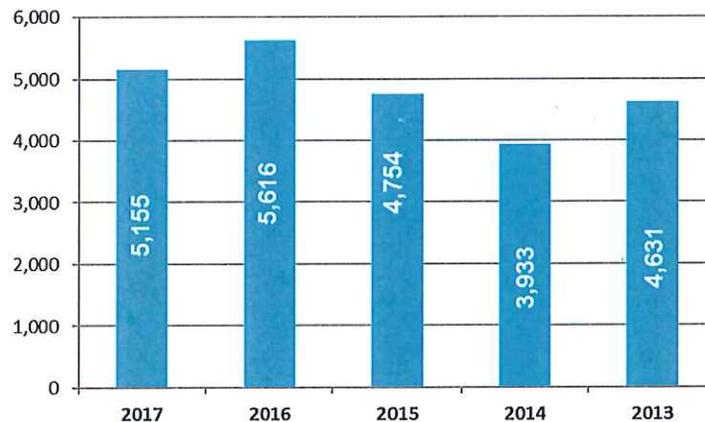
**2017 Interviews by quarter by Court**



## PRETRIAL BOND SUPERVISION

All defendants released with Monitored or Supervised Own Recognizance Bond requirements imposed by the court must report to Pretrial Supervision Officers. Officers tracked, monitored, and reported to the court on these individuals with the aid of a database designed for this purpose. Individuals were supervised in accordance with their risk level as determined by the PSA. Evidence-based practices in pretrial supervision were used during the year, with the majority of resources directed to those defendants at greatest risk of failing to appear for court and committing a new crime while awaiting trial. High needs of defendants were also addressed through referrals for behavioral health services and monitoring. Court date reminders were provided to these defendants to assist with court appearance. Supervision services include tracking of defendant court dates and monitoring defendants for compliance with the court's orders relative to release. Additionally, staff monitor drug testing results, prohibitions against defendant contact with victims and orders to maintain GPS equipment. Violations of conditions of bond are also reported to the Court.

### S.O.R. Placements 2013 - 2017



(Note: MMC, OMC and TMC misdemeanor no longer supervised)

Bond placements during 2017 declined significantly due to an executive decision by the City of Toledo to not contract for pretrial supervision services. However, an executive decision by Lucas County allowed for pretrial supervision of those individuals who were charged with a felony offense.

### Supervised Own Recognizance (S.O.R.) Supervisions in 2017:

<b>New Cases Opened:</b>	<b><u>2,848</u></b>
Common Pleas bench releases:	1,075
Suburban Court releases:	297
Toledo Municipal Court releases (misdemeanors):	2
Started in Toledo Municipal Court (felonies):	1,460
Other:	14

## WORK RELEASE

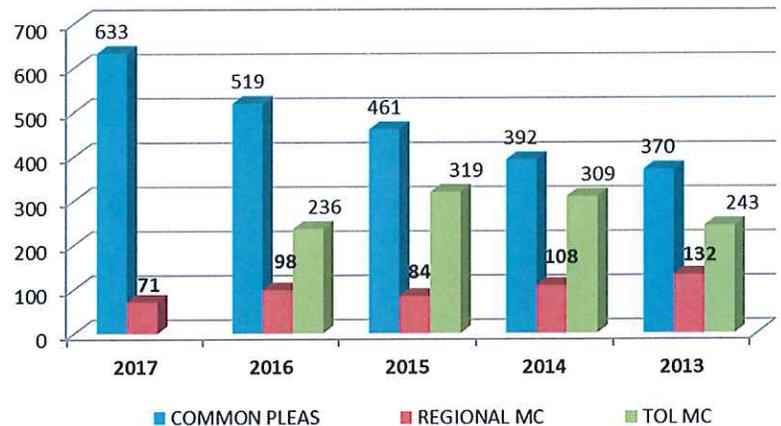
In January 1974, a collaborative effort between City and County governments created the Toledo-Lucas County Work Release Program. At that time, it was believed to be the first program of its kind in the State of Ohio. Since that time, the goals and objectives that started this program have remained fairly consistent. The primary objective of the program is to allow offenders, who pose a minimal threat to the community, the opportunity to maintain their employment and receive rehabilitative assistance, while remaining in custody during non-work hours. In addition to Common Pleas Court, the program supervises offenders from the regional courts that are under contractual agreement. Services provided to Toledo Municipal Court were terminated in December 2016.

While in Work Release, residents can also avail themselves of a variety of on-site services. Each resident receives a physical assessment from a health care professional, attends AA/NA meetings either as required or by choice, and can be assessed or receive counseling from the Court Diagnostic and Treatment Center. In addition to the in house services, residents can be referred to a multitude of other community programs. Residents also have the ability to apply for employment on-line while in the facility.

### RESIDENT POPULATION

Over the last several years Work Release has continued to see an increase in the number of offenders referred by Common Pleas Court. This is believed to be a result of the sentencing options available to the judiciary.

In 2013, there were 370 offenders referred by Common Pleas Court, compared with 633 offender referrals in 2017.

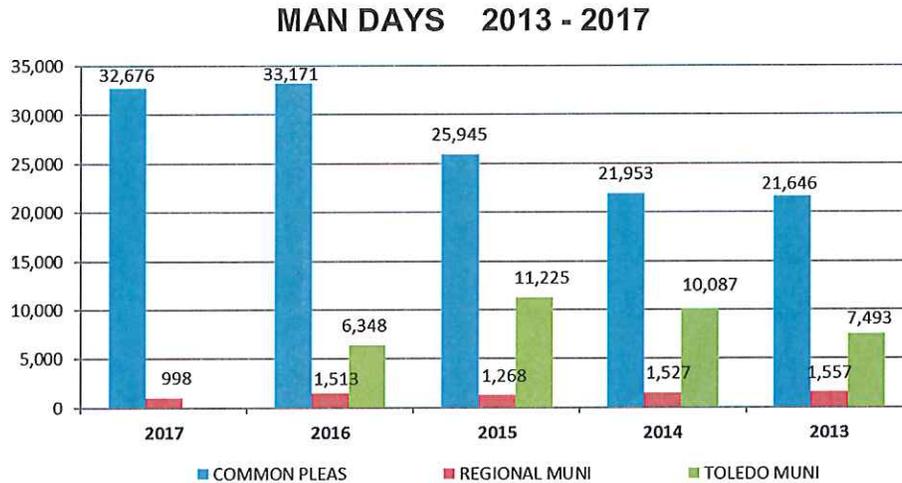


In 2017, the facility operated at 76.9% of its capacity. This is lower than the previous five year average when the program operated at 96.4% of capacity. The decrease in population in 2017, can be attributed to the termination of services with Toledo Municipal Court.

The number of referrals from the Regional Courts decreased from 98 in 2016, to 71 in 2017.

## MAN-DAYS SERVED

When discussing resident population in a correctional facility, it is important to take into consideration the actual number of man-days served for each jurisdiction. During 2017, a total of 33,674 man-days were served. For the years 2013 through 2017, an average of 35,481 man days were served per year.



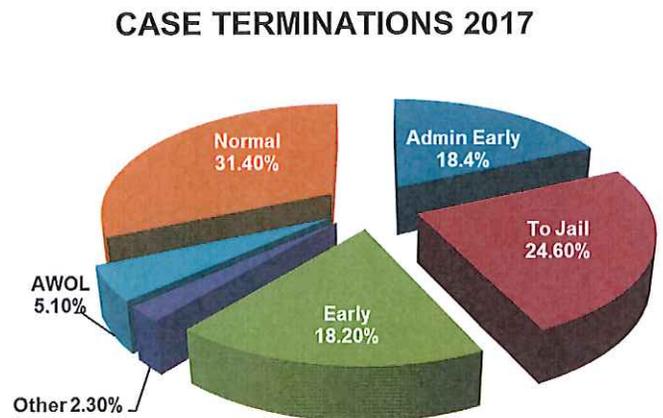
Of the man-days served in 2017, 97% (32,676) were Common Pleas cases, which is much higher when compared to most previous years.

Sylvania, Maumee and Oregon, collectively make up what are referred to as the Regional Courts, continued to place offenders in the program. In 2017, those courts sentenced a total of 3% (998), which is a slight decrease.

## CASE TERMINATIONS

Residents terminate from this program for several reasons, including: Expiration of Sentence, Early Termination (by sentencing court), AWOL cases, Returned to Jail (rule violations), or Administrative Early Release (normally for good-time being granted). On occasion, there are other reasons such as a resident requesting to serve his/her time elsewhere.

The percentage of terminations in each category tends to remain fairly consistent from year to year.

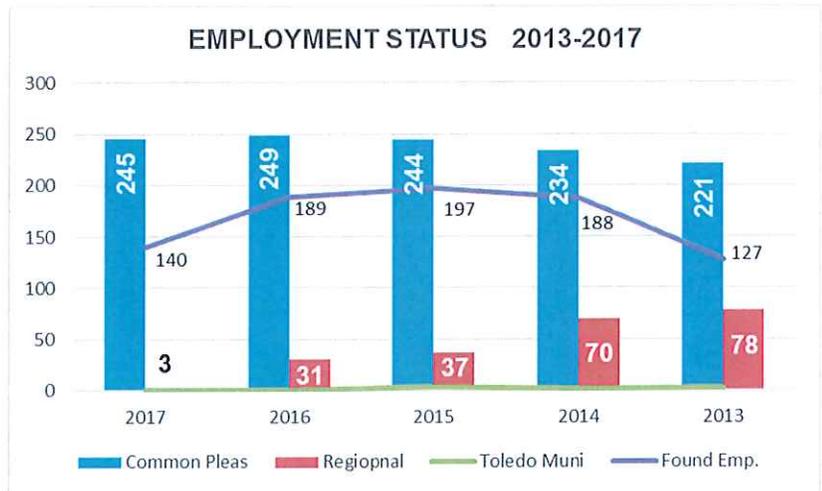


## UNEMPLOYED RESIDENTS

Work Release allows the participation of offenders despite the fact that they are unemployed. However, these individuals must demonstrate a desire to obtain gainful employment. There are Case Managers who specifically work with these individuals providing employment assistance.

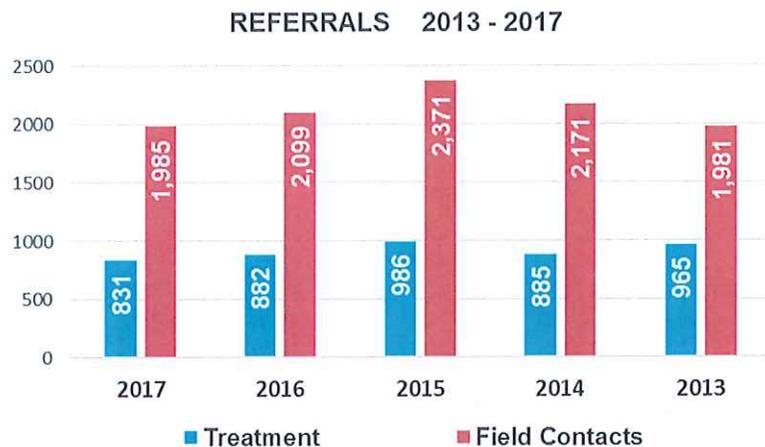
In 2017, there were a total of 245 unemployed residents, or approximately 34.8% of all residents placed in the facility. From 2013 to 2017, an average of 35.0% residents

were unemployed. During that same five year time period, 48.6% of Common Pleas residents (38.2% in 2017) were unemployed compared with approximately 14.1% (4.2% in 2017) of municipal court residents. In 2017, of the 245 entering unemployed, 140 were either placed in positions or found employment on their own.



## TREATMENT/SUPERVISION REFERRALS

In 2017, 831 residents were referred to treatment programs. These include Alcoholics and Narcotics Anonymous, public and private psychological professionals, the Court Diagnostic and Treatment Center, Adult Education, various Free Clinics, and several miscellaneous other treatment programs.



The number of referrals dropped in 2017 when compared to the previous year. One explanation for this is that lately many more of the residents are being referred for treatment before they enter the program.

Additionally, Court Deputy staff are responsible for making field contacts with residents at the various locations noted above, as well as those residents who are furloughed. During 2017, there were 1,985 field contacts completed, compared with 2,371 in 2016.

## DEPARTMENT REVENUE

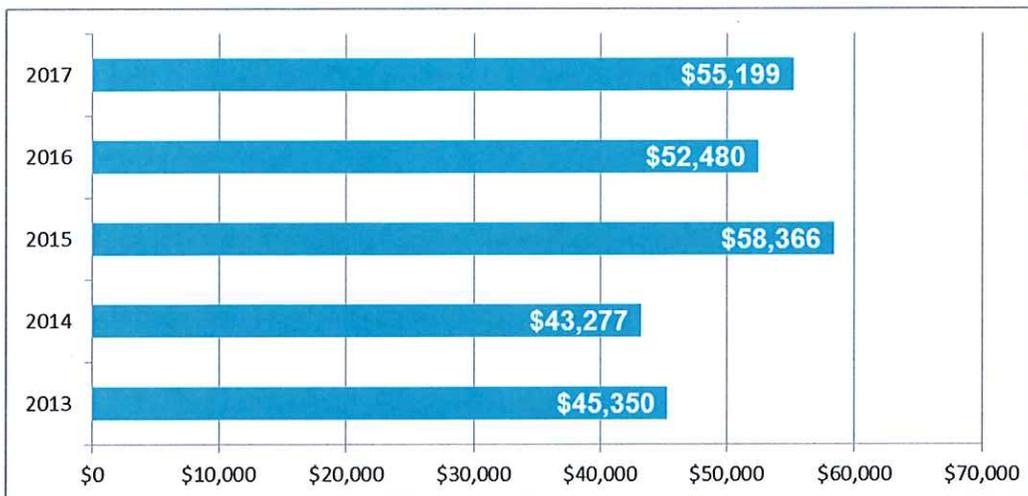
### CENTRALIZED DRUG TESTING

The revenue collected is significantly less than previous years. This is a result of the elimination of funding requests by various Common Pleas Court Departments to pay for services provided by a program under its own direction. In addition, a few agencies and courts test far fewer individuals than previous years.



### ELECTRONIC MONITORING

To offset program costs, Electronic Monitoring requires that each client pay a supervision fee. In previous years, these fees were determined based on the type of equipment ordered by the Court. However, this year, the fees were set at \$7.00 per day. Despite the reduction in the fee amount, revenue increased slightly from the previous year.



## 2017 FINANCIAL ACTIVITIES

<u>REVENUE</u>	<u>END OF YEAR</u>
Resident Fees Returned to General Fund.....\$	333,103.46
Diversion Program Fees Returned to General fund.....	42,327.54
City of Maumee by Agreement.....	46,531.66
City of Oregon by Agreement.....	16,667.37
Vending Commissions.....	<u>15,797.11</u>
<b>TOTAL.....\$</b>	<b>454,427.14</b>

### Disbursals Year-to-Date

(Including Common Pleas, Toledo Municipal,  
and Regional Courts)

Resident Fees.....\$	333,103.46
Petty Cash.....	48,636.55
(i.e., resident's out of pocket expenses, bus fare, and transportation fare)	
Support.....	163,320.61
Cost/Fines.....	19,080.98
Restitution.....	4,176.37
Miscellaneous.....	<u>35,915.95</u>
(i.e., child support payments, attorney fees, resident personal financial obligations, and balance of accounts)	
<b>TOTAL.....\$</b>	<b>304,233.92</b>

### 2017 Residents' Earnings

(including Common Pleas, Toledo Municipal,  
and Regional Courts)

<b>TOTAL.....\$</b>	<b>715,159.38</b>
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