



FRANKLIN COUNTY MUNICIPAL COURT

375 South High Street
Columbus, Ohio 43215-4520

Chambers of
Judge Mark Hummer
Administrative & Presiding Judge
Telephone: 614/645-8207

April 10, 2023

Franklin County Municipal Court Clerk
Citizens of Franklin County

Dear Ladies and Gentlemen:

I am pleased to provide you with the 2022 Annual Report of the Franklin County Municipal Court, as mandated by section 1901.14 of the Ohio Revised Code.

As Ohio's largest and busiest Municipal Court, we are dedicated to improving our services to every citizen who appears in our Court while being responsible stewards of taxpayer resources. We value the financial support we receive and strive to uphold your trust in our operations and spending of taxpayer dollars.

The increasing complexity of laws and the diverse needs of our citizens present significant challenges to our judges and staff. However, as detailed in the following report, our judges and staff remain fully committed to meeting these challenges and serving our community with dedication and fairness.

We are constantly working towards improving our services and fulfilling our obligation to interpret the laws of Ohio fairly.

Should you have any questions or require additional information, please do not hesitate to contact Court Administrator Emily Shaw or me at (614) 645-8214.

Yours truly,

/S/ Mark Hummer

Mark Hummer
Administrative and Presiding Judge

Enclosure

THE FRANKLIN COUNTY MUNICIPAL COURT

**375 South High Street
Columbus, Ohio 43215-4520
614-645-8214**



2022 ANNUAL REPORT

The Franklin County Municipal Court has a rich history dating to its inception as the Columbus Municipal Court in 1916. Today, the Court's jurisdiction covers all of Franklin County and portions of the City of Columbus that extend beyond the county boundaries. With 14 judges in the General Division and one in the Environmental Division, the Court plays a vital role in the administration of justice in the region.

The judges who served the Franklin County Municipal Court in 2022 are Administrative and Presiding Judge Mark Hummer and Judges James Green, Andrea C. Peeples, James P. O'Grady, Cindi Morehart, Cynthia L. Ebner, Eileen Paley, Jodi Thomas, Jarrod Skinner, Jessica D'Varga, Gina Russo, Mike McAllister, Bill Hedrick, Mary Kay Fenlon, and Environmental Court Judge Stephanie Mingo. Judges in the Court serve six-year terms unless appointed or elected to fill a vacancy and annually elect one of their peers to serve as the Administrative and Presiding Judge.

The judges preside over a wide range of cases, including civil, criminal, and traffic cases, and conduct both jury and court trials. The judges interpret the law in jury trials while the jury determines the facts. On the other hand, court trials are the most common trials in the Court, where judges have the dual role of interpreting the law and determining the facts.

In addition to presiding over trials, the judges also conduct criminal arraignments and preliminary hearings on felony cases, set bonds on criminal charges, issue search warrants, and impose sentences when a defendant is found guilty of a traffic or criminal charge. The judges also hear civil cases with an amount in controversy of \$15,000 or less and small claims cases transferred to the General Division of the Court. Civil disputes such as evictions, rent escrow proceedings, and proceedings to aid in collecting judgments are resolved in this Court.

The Environmental Division of the Court has exclusive jurisdiction to enforce local codes and regulations affecting real property, such as fire and building codes. The Environmental Division has injunctive powers; no monetary limit on cases falling within its exclusive jurisdiction exists.

Furthermore, each week, a different judge is assigned to the Duty Session, where they handle a variety of responsibilities, such as applications from law enforcement officers for search warrants, probable cause hearings, and civil wedding ceremonies.

The Franklin County Municipal Court takes pride in its role as a cornerstone of the local judicial system. It remains committed to upholding its operations' highest justice, fairness, and efficiency standards.

ASSIGNMENT OFFICE

The Assignment Office of the Franklin County Municipal Court provides the Court with comprehensive case management, case flow coordination, and administrative support for all assigned judicial cases. The Assignment Office oversees the entire case assignment process, from initial assignment to case termination. It provides ongoing support for post-judgment actions on civil cases and post-sentence management on criminal and traffic cases, such as scheduling vehicle immobilization, probation, and sealing of record hearings.

RC 1901.33(A) grants the Court authority to appoint an Assignment Commissioner, deputy Assignment Commissioners, and other court aides. The Assignment Office has an Assignment Commissioner, one Supervisor, ten case coordinators, and four full-time assignment clerks who work diligently to ensure efficient case management and support.

The Rules of Superintendence for Municipal Courts, promulgated by the Supreme Court of Ohio, prescribes how the assignment process occurs. Cases are randomly assigned to judges when a defendant enters a "not guilty" plea in criminal and traffic cases or upon filing a motion or an answer in civil cases (Local Rule 1). The Court also employs a single assignment system (Local Rule 8). New criminal or traffic cases are assigned to a Judge currently presiding over a pending case involving the defendant or who has presided over any previous case in which the defendant is on active probation to the Court.

The Assignment Commissioner, Assignment Supervisor, and Case Coordinators are crucial in case management. They are responsible for assigning all cases ready for assignment, scheduling judicial presentence and post-sentence hearings, reviewing pleadings and motions, preparing and monitoring judicial civil motions lists and case updating reports, and submitting reports to the Supreme Court of Ohio on behalf of the judges. The Assignment Clerks are responsible for updating, researching, and preparing all case files for the case coordinators to schedule, log, and docket sealing of record reports and updating case information for notices, motions, and judicial entries. All staff members are also responsible for performing case updating in the current database system for attorneys, suburban prosecutors, and case pleadings.

The Assignment Office staff verifies jail status and researches defendants for single assignment, ensuring compliance with the random judicial assignment rule by determining if a defendant has a pending case or probation. The office also reviews and updates civil case information and sends notices of the filing of certain motions, entries, and objections following Ohio Rules of Civil Procedure and Local Rules. The Assignment Office also assists the public through a public counter staffed by the Assignment Clerks. Tasks include providing case information, accepting new attorney database registration and changes, notices of appearance of counsel, party address changes, scheduling court dates, notary service, directions within the building, and other court information, while also assisting the Court and Clerk staff, Prosecutors, Attorneys, and the public.

Per the Court's established protocols, the Administrative Judge of either the General or Environmental Division may request the Chief Justice of the Supreme Court of Ohio to temporarily assign a sitting or retired Judge to serve as an assigned judge. The process commences with an online request made by the Court Administrator or the Assignment Commissioner, as per the entry of the Administrative Judge to the Supreme Court. Once the Supreme Court authorizes the assignment, the Commissioner is responsible for contacting the assigned Judge and overseeing the case until its termination, including any subsequent post-sentence/judgment requests.

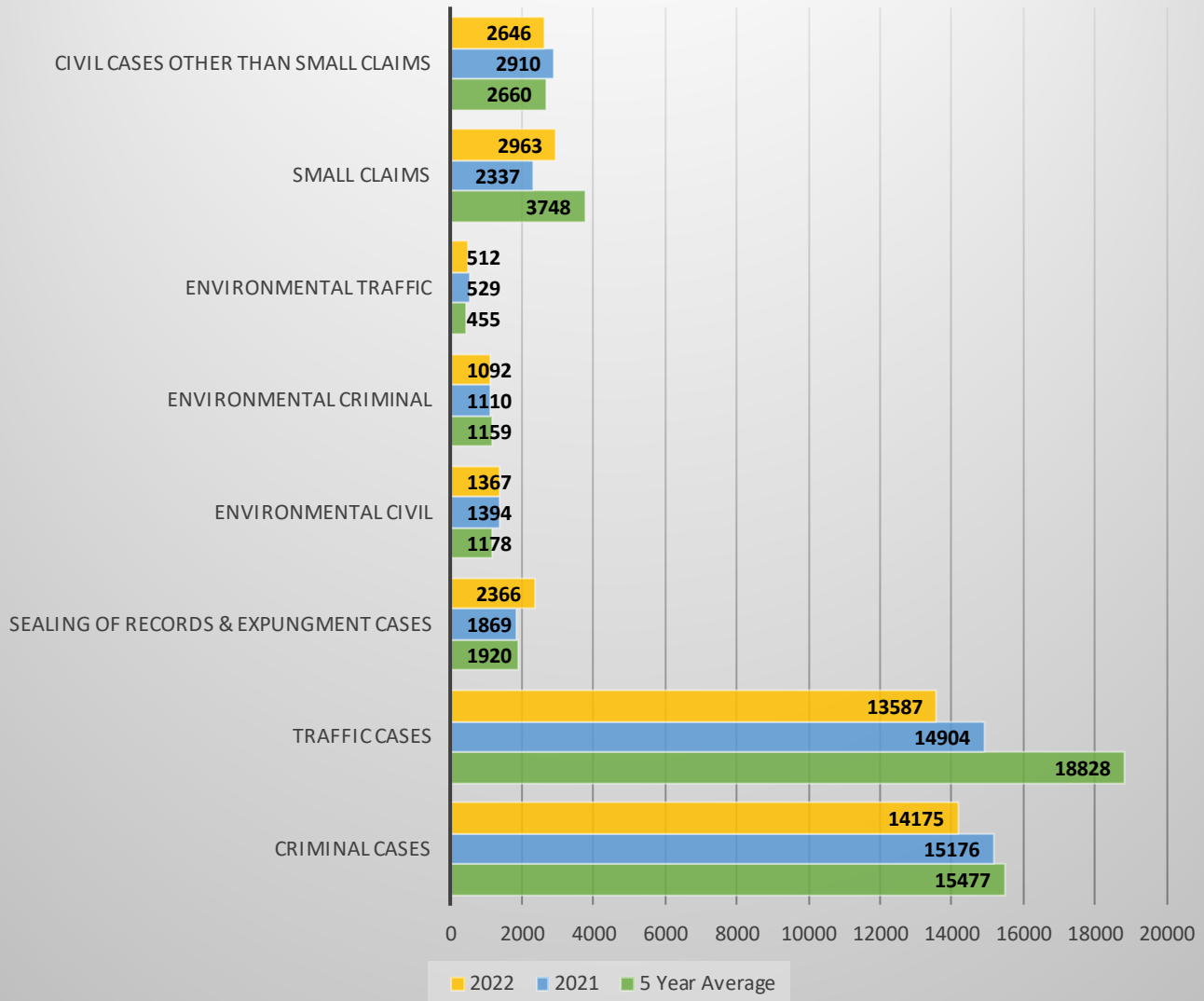
In 2022, the Court encountered five cases requiring visiting judicial appointments and two special appointments for bench conflicts. Additionally, the Court had 15 hearings scheduled for the judicial assignments.

Four General Division judges are responsible for operating five specialized docket programs, as outlined in Local Rule 8. These specialty dockets include CATCH (Changing Actions to Change Habits), MAVS (Military and Veteran's Docket), h.a.r.t. (Helping Achieve Recovery Together), LINC (Learning to Identify and Navigate Change), and Recovery Court. All presentence and post-sentence hearings are scheduled in the Assignment Office by the case coordinator assigned to the Judge elected to operate the respective Program, as stated in Local Rule 8. The case coordinator transfers cases between the referring and Program judges within the database and updates case files. Cases are transferred to the referring Judge when defendants are not accepted or declined to participate in a program.

The Assignment Office mails court notices to case parties, informing them of pending hearing dates for all initial hearings. Incarcerated defendants receive notification by fax to the jail. In addition, hearing notices are issued by mail to parties for all hearings scheduled on civil cases and when required or requested for criminal, traffic, and sealing of record cases. After the initial hearing on criminal, traffic, or sealing of record cases, the Court employs an in-court notification system for parties.

In 2022, there were no judicial seat changes, one retirement of a magistrate, and a new magistrate appointment. The Assignment Office commenced assigning magistrates to small claims cases, scheduling the magistrate dockets, and processing small claims cases accordingly. New small claims cases are filed and initiated in the Clerk of Court Office, Civil Division, and the Assignment Office performs all necessary case-flow processes after initiation. All hearing schedules comply with ORC 1925.04(B), which mandates that hearings take place "not less than fifteen or more than forty days after the commencement of the action." Assignment staff diligently monitors cases on the magistrates' docket to ensure compliance with Supreme Court Guidelines for Small Claims. Notably, small claims cases assigned to magistrates witnessed an increase in new and reactivated cases in 2022, totaling over 600 cases compared to the previous year. Furthermore, magistrates preside over cases referred by judges, with 16 cases referred to magistrates for hearings in 2022.

2022 New Judicial Assignments and Reactivated Cases



In 2022, the Assignment Office demonstrated its commitment to efficient case management, with approximately 87,000 hearings scheduled and nearly 348,000 hearing notices mailed to parties. Impressively, only 2.2% of these notices were returned as service failures, showcasing a significant improvement from 2021 with a reduction of 5.1% in scheduled hearings and a decrease of 2.1% in hearing notices issued to parties.

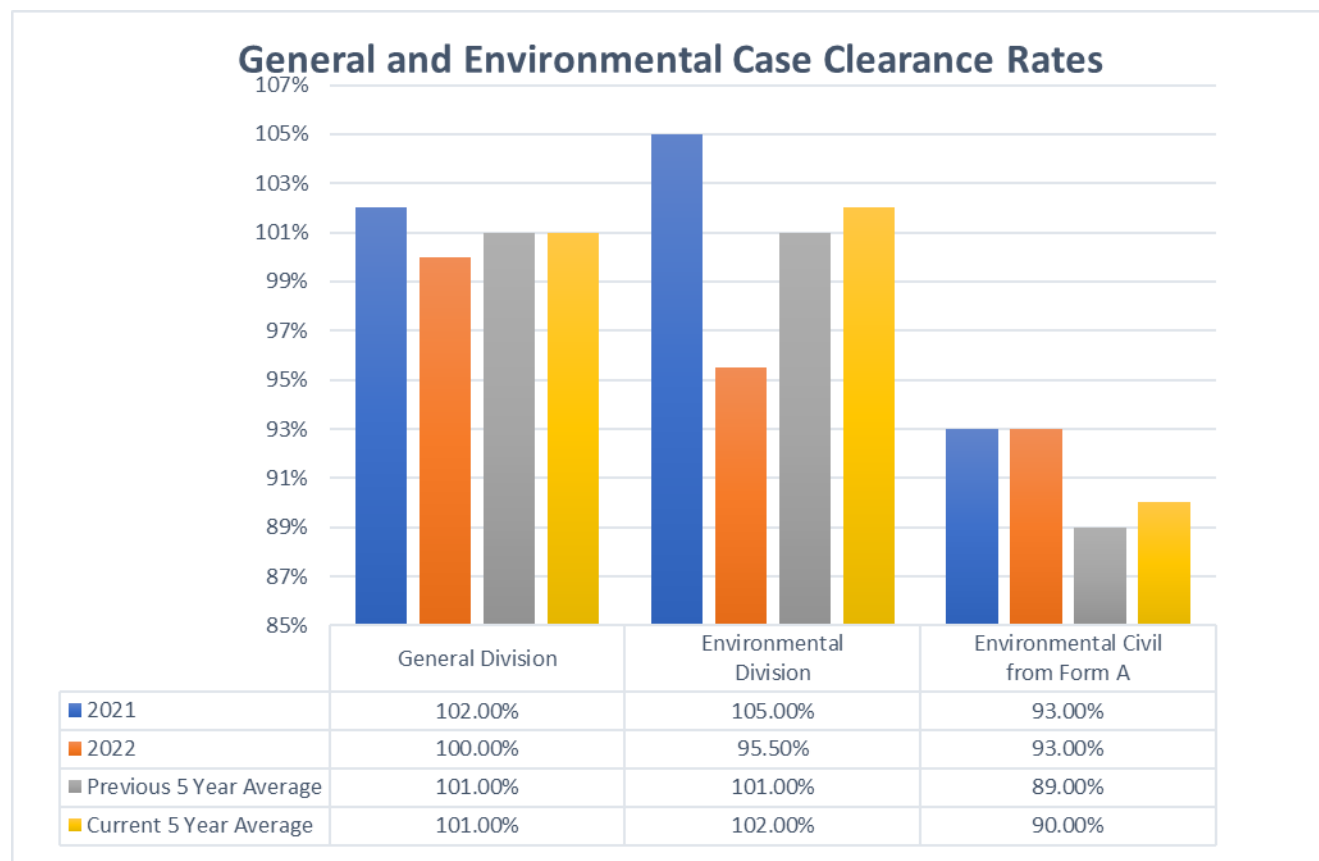
Furthermore, despite the challenges posed by the pandemic, the Court experienced a noteworthy increase of 13.8% in new and reactivated cases, totaling 37,448 in 2021, up from 32,277 in 2020. Although most case-type categories decreased in new and reactivated cases from 2021, except for Small Claims and Sealing of Records/Expungements, the Environmental Division remained consistent between 2021 and 2022, showing only a slight decrease in filings. Traffic case numbers are significantly reduced and have yet to return to pre-pandemic levels.

The Assignment Office has various responsibilities, including preparing management reports for the judiciary. These reports comprise case statistic reports, hearing statistics, and monthly statistical reports. The Assignment Case Coordinators prepare individual reports for the judges and Form A, which the Environmental Judge files. Additionally, the office generates daily docket court sheets, board sheets, the judicial motion list for civil cases, and civil-unscheduled case reports. Once the Administrative Reports from the Clerk of Court's staff are received, the Commissioner ensures that the judiciary reviews the monthly reports. After obtaining the necessary signatures for the individual Judge reports, the Administrative Judge reports for each Division, and the Environmental Judge's Form A report, the Assignment Commissioner submits the reports to the Supreme Court of Ohio.

In line with the Case Management Section of the Supreme Court of Ohio's evaluation of key performance indicators, the Assignment Commissioner also monitors the Court's timeliness in processing its incoming caseload using the clearance rate. This rate is the total number of outgoing cases divided by the total number of incoming cases.

$$\text{Clearance Rate} = \frac{\text{Total number of outgoing cases}}{\text{Total number of incoming cases}}$$

The monthly caseload statistical reports provide the necessary data for this calculation. The 'Total Terminations' values represent the total outgoing cases, and the 'New Cases Filed' and 'Cases Transferred in, Reactivated, or Redesignated' values represent the total number of incoming cases. The resulting ratio, expressed as a percentage, is typically multiplied by 100. The chart below presents the 2021 and 2022 Clearance rates for the Court by Division and the 5-year Clearance Average, further underscoring the Court's commitment to efficient case management and timely processing of its caseload.



BAILIFFS

Bailiffs play a crucial role in coordinating activities within the courtrooms. They are responsible for scheduling cases, managing the docket, providing information to the public regarding case statuses, and serving as liaisons between the assigned Judge or Magistrate, attorneys, court personnel, and the public. Each Judge has a designated courtroom bailiff. There is also an unassigned bailiff available to provide coverage in case of the Judge's absence, a duty room bailiff, and two arraignment bailiffs. Additionally, each Magistrate is assigned a bailiff for support.

COURT ADMINISTRATION

The Court Administration is responsible for overseeing the administrative and operational functions of the Court. It implements the non-judicial policies of the Court and provides overall support and direction to the Court's 260 employees. Its specific functions include personnel management, budgeting, fiscal management, purchasing, liaison with other courts and agencies, public information, the appointment of counsel, court services, court security, interpreter services, vehicle immobilization, and volunteer services. The Court Administrator serves as the chief non-judicial officer.

The Court's General Fund Operating budget for 2022 amounted to \$21,537,233, with an additional \$829,780 allocated to the Secure Facilities Fund and a \$478,071 budget for the Computer Fund.

Breakdown of General Fund Operating Budget 2022

Personal services	\$18,637,072
Materials and supplies	153,704
Services	2,256,457
Other expenditures	490,000
Total General Fund	\$21,537,233

COURT REPORTERS

Court Reporters play a vital role in maintaining an accurate and complete record of court proceedings by creating a verbatim transcript upon request. They also ensure that records of exhibits introduced during court proceedings are appropriately maintained. In 2022, the Department had a team of highly skilled professionals, including one chief court reporter, eight full-time court reporters, and four part-time court reporters. Together, they provided 383 transcripts and DVD requests, meeting the demands of the Court and the parties involved with precision and efficiency.

COURT SECURITY

Court Security is committed to providing a safe environment at our courthouse for all individuals, including elected officials, Court employees, and visitors. Our dedicated team comprises a security director, three supervisors, one control room operator, and 18 security officers on the first shift. Additionally, we have a control room operator on the second and third shifts. To further enhance our security measures, we have partnered with a reputable private security company to provide coverage during daylight, evening, weekend, and holiday hours.

In 2022, our security officers diligently screened approximately 415,442 visitors at the Court's entry points, ensuring everyone who entered the courthouse complied with our security protocols. It's important to note

that due to the impact of COVID-19, employees were exempt from screening from January through August. Our security officers also responded to 543 building incidents and worked closely with Columbus Police Liaisons, resulting in 312 arrests within the courthouse premises.

COURT SERVICES

The Court Services Unit is pivotal in supporting and assisting in various day-to-day operations, including the Duty Room, Court Services public counter, bailiff coverage, and vehicle sanctions. Comprising a team of 5 full-time and one part-time employee, the Court Services Unit ensures that these critical functions occur seamlessly and efficiently.

The Duty Room, overseen by our Judges on a weekly rotating basis, handles a wide range of matters, including approval of Magistrate decisions, ruling on motions filed on all non-assigned civil cases, conducting civil ceremonies, signing search warrants, and addressing show cause hearings, exemption requests, objections to Magistrate's decisions, warrant set-asides, and other miscellaneous duties.

For 2022 the Duty Room handled the following:

- 33,203 civil files signed in the Duty Room, a decrease of 9.1%.
- 3,786 cases sought approval of Magistrate decisions.
- 582 cases sought hearings for show cause, exemption requests, and objections to a Magistrate's decision.
- 96 civil ceremonies were scheduled, with 378 or 63.4% of those civil ceremonies taking place.

Court Services also play a crucial role in assisting defendants in resolving various matters, such as extensions of time to pay fines and court costs, delaying the start of court-ordered incarceration, issuance of or change in limited driving privileges, withdrawal of warrant or order-in, assistance with impounded vehicles, help with Bureau of Motor Vehicle (BMV) problems, and continuance of a court date.

For 2022 Court Services handled:

- 1,362 people came for assistance. Of those who came, 472 people, or 34.7%, could not be assisted or were directed to the correct place.
- 242 people, or 17.8%, wanted their warrants set aside.
- 100 people, or 7.3%, requested time payments for their fines and costs.
- 5 people, or .3%, wanted to change their driving privileges or get driving privileges.
- 129 people, or 9.5%, wanted their fines and costs changed to community service.
- 345 people, or 25.3%, wanted a continuance for their court date, driver intervention program, dates sentenced to jail, or fines and costs.
- 69 people, or 5.1%, came in for miscellaneous matters.

Per state law, vehicles operated by defendants convicted of repeat OVI offenses (operating a vehicle while under the influence of alcohol or drugs) and driving under certain Court or BMV-related suspensions must be immobilized or forfeited. In cases related to the Financial Responsibility Act or wrongful entrustment of a vehicle, the decision on immobilization or forfeiture rests with the Court.

Additionally, our Unit serves as a crucial liaison, facilitating communication between the Court, law

enforcement, and defendants to ensure strict adherence to the Court's orders about the defendant's vehicle. We are committed to upholding the highest standards of compliance and professionalism in all our interactions with the stakeholders involved.

For 2022 Vehicle Sanctions handled:

- 3,460 OVI cases filed (6.7% decrease).
- 6,663 Driving Under Suspension cases filed (28.5% increase).
- 385 or 5.8% of the Driving Under Suspension cases related to driving under an OVI suspension. Driving under an OVI suspension requires a 30-day immobilization of the vehicle.
- 65 Wrongful Entrustment cases (36.9% increase). This charge is subject to a 30-day or 60-day immobilization or a vehicle forfeiture, depending on the number of offenses.
- 432 vehicles were released (8% increase).
- 132 vehicles were relocated (18.5% decrease).
- 79 vehicles were immobilized (1.5% increase).
- 50 cases where the Prosecutor and Court were seeking forfeiture of the vehicle (56.3% increase).
- 4 vehicles were forfeited (100% increase)

For 2022 In Custody Arraignments:

- 16,473 defendants scheduled in courtroom 4D.
- 516 defendants (3.1%) were medically unable to come to Court.
- 986 defendants (6%) refused to come to Court.
- 48 defendants (.29%) were on safety watch and not transported.
- 82 defendants (.50%) became unruly and were returned to their cells.
- Of the 1,632 defendants who didn't come to Court, 557 defendants (34.1%) had their appearance waived by their attorneys, allowing the arraignment to proceed.
- 362 defendants (2.2%) needed an interpreter to interpret the arraignment hearings.
- 368 (2.2%) Temporary Protection Orders served.

ENVIRONMENTAL DIVISION

The Environmental Division, also known as "The Environmental Court," in Franklin County has successfully implemented unique sentencing strategies to address vacant and abandoned properties and persistent offending landlords. In 2022, the Environmental Division began transitioning its docket back to pre-COVID-19 scheduling while continuing to integrate new techniques to ensure access to an effective judiciary and safer communities for Franklin County residents.

The Environmental Division, under Judge Mingo's jurisdiction, handles nuisance abatement cases involving various types of properties, such as derelict hotels, businesses violating health department orders, liquor establishments violating the law, drug houses, and other residential and commercial properties engaged in illegal and nuisance activities. These activities include drug sales, underage alcohol sales, violation of health department orders, human trafficking, and violence. The Environmental Division also hears cases related to environmental crimes, code violations, and other environmental matters filed within the County, including animal abuse and neglect, dog fighting, wildlife violations, littering, illegal dumping, air, and water pollution, hoarding, and code enforcement violations.

In 2022, the Environmental Division had 2,674 new criminal and 783 new civil cases filed, including a special category involving vacant and abandoned properties adjudicated through the Court's receivership docket. The Court-appointed receiver oversaw approximately 100 properties, and 38 properties were

rehabilitated and sold with requirements for the new owners to maintain compliance with all applicable laws and codes.

As the only Court in the County handling code enforcement cases, the Environmental Division employs unique techniques to restore communities and neighborhoods impacted by nuisance properties. The Court orders property owners to bring their properties into compliance under the supervision of the Court's Chief Environmental Specialist and the Environmental Investigations Section. Penalties may include daily fines, jail time, and completion of community service hours in the Court's Community Clean-up Crew program. The Environmental Division prepares and issues compliance plans and timelines for defendants. In 2022, the Environmental Specialists conducted over 1200 property inspections, participated in 30 community events, received over 140 hours of training, and completed 13 community service projects.

The Environmental Division operates two courtrooms simultaneously, with Judge Stephanie Mingo presiding over civil and criminal hearings and a Magistrate conducting civil case conferences. Staffing the Court are three Environmental Specialists, two Bailiffs, and an Administrative Assistant. The Probation Department also has a designated Probation Officer to supervise individuals on probation.

The Environmental Division remains committed to education and outreach efforts throughout Franklin County. Judge Mingo and the Division continue to develop and strengthen partnerships with stakeholder agencies and neighborhood groups that share the vision of safe and clean communities. The Division participates in community resource fairs and hosts regular legal outreach events throughout the County. The Court uses educational outreach tools to empower community partners, neighbors, businesses, and citizens to make meaningful environmental changes.

JURY COMMISSIONER'S OFFICE

The Jury Commissioner's office collaborates with its software provider, the Board of Elections, and the Courts Technology department to load a new list of prospective jurors for each calendar year. This process ensures that all courtrooms, including the 15 judges and seven magistrates, have the required number of jurors daily to cover the approximately 80 potential jury trials in the Municipal Court.

When called upon for a scheduled jury trial, the Jury Commissioner's office efficiently arranges and assigns qualified jurors to the respective courtrooms. Demographic tracking is also conducted for every two-week reporting group and the calendar year to ensure a representative sampling of all cognizable groups in Franklin County.

Jurors are required to serve for two weeks and are paid \$15 per day for their attendance at Court. Generally, their service is limited to these two weeks unless more time is needed to reach a verdict. Vouchers for the three local parking garages and bus passes for the COTA bus line are available to help jurors defray parking costs and appear for service.

Starting from March 16, 2020, the process of jury service in the Municipal Court underwent a change from 65 jurors reporting each day to an on-call system. The automated jury system now randomly selects four groups of 25 jurors for the two-week report period. Jurors receive daily text and phone messages containing reporting information for their service period. With 90 to 100 jurors available every two weeks, a juror may only need to report once during their service period. The on-call process requires jurors to report when needed for the voir dire process and, if selected, the trial.

Implementing the on-call jury service system has resulted in significant cost savings. In 2019, the juror payroll expense for a full year of daily reporting was \$168,090.00, with a juror utilization rate of 13.65%. However, in 2021, the cost of a full year of on-call juror payroll decreased drastically to \$19,665.00, with a significantly higher juror utilization rate of 75.47%. In 2022, the payroll expense fell to \$14,685.00, with a juror utilization rate of 80.87%. These numbers reflected the successful implementation of the on-call system, resulting in more efficient utilization of jurors and reduced costs for the Municipal Court.

LEGAL RESEARCH

The Legal Research Department researches and prepares memoranda on issues pending before the Court, maintains research and reference materials, reviews new case law to ensure the Court's compliance with the decisions, reviews pending legislation that may affect the Court, and advises the judges and employees regarding new legal developments and applications of current law to court procedures. The Director also serves as a part-time magistrate and liaison to the Court's Self-Help Center.

MAGISTRATES

The Court employs five full-time General Division magistrates and one part-time Magistrate who presides over traffic arraignments, landlord-tenant actions, wage garnishments, small claims cases, and other civil matters. The Court also employs one Environmental Division magistrate who presides over criminal and traffic arraignments and hearings, all civil pretrials and status conferences, and other civil hearings and manages the civil docket of the Environmental Division. Judges may also refer specific cases to magistrates to take testimony, make legal rulings, and render decisions that are subject to final approval by the referring Judge. Magistrates have the authority to accept guilty and no-contest pleas and to impose penalties in misdemeanor traffic cases. Magistrates may hear minor misdemeanor criminal cases or civil cases tried without a jury as well as contested criminal cases and civil jury trials with the parties' consent.

DEPARTMENT OF PRETRIAL AND PROBATION SERVICES

The Department of Pretrial and Probation Services (DOPPS) is responsible for serving the Franklin County Municipal Court Judges under the immediate direction of the Court Administrator. With a staff of approximately one hundred individuals, the DOPPS is the largest division of the Court. The DOPPS is committed to excellence in rehabilitation through evidence-based practices, with a mission to reduce recidivism, change offender behavior, and foster accountability, ultimately promoting community safety. The DOPPS follows an evidence-based paradigm that utilizes validated risk assessment tools and a differentiated, risk-based supervision construct.

To reduce risk and comply with court-ordered conditions, the DOPPS collaborates with those under its supervision to establish and work towards agreed-upon goals. These assessment-driven supervision goals and requirements may include various programs such as residential programming, cognitive-behavioral interventions, behavioral health assessments, educational programs, counseling for mental health and/or substance abuse needs, and random urinalysis.

The DOPPS has committed to becoming a data-driven department, collaborating with the Judges of the Court to achieve this goal. As part of this commitment to transparency and evaluation of outcomes, the Department prepares and shares with stakeholders a quarterly evidence-based practices (EBP) outcomes dashboard report. This report is instrumental in informing practices, identifying additional training or resource needs, and ensuring the DOPPS meets its risk-reduction and public safety goals.

The DOPPS is proud to have highly trained and professional staff. In 2022, twenty-nine percent (29%) of the probation officers held a master's degree, twenty-six percent (26%) had a license in Counseling, Social Work, or Chemical Dependency, twenty-two percent (22%) were State Certified Trainers for the Supreme Court Judicial College, and seventy-one percent (71%) of the probation officers are certified in either Thinking for a Change, UC-CC, Equip, or the Duluth Model of Batterer Intervention.

Staff Overview

The DOPPS boasts a team of highly trained and professional staff. As of 2022, twenty-nine percent (29%) of the probation officers hold a master's degree, twenty-four percent (26%) have a license in Counseling, Social Work, or Chemical Dependency, twenty-two percent (22%) are State Certified Trainers for the Supreme Court Judicial College, and seventy-one percent (71%) are certified in either Thinking for a Change, UC-CC, Equip, or the Duluth Model of Batterer Intervention.

Professional Development

The Ohio Department of Rehabilitation and Corrections' Bureau of Community Sanctions funds the Department's Training and Development Project Manager. This function aims to support the Department in implementing and adhering to its strategic plan and staff development in line with its continuous quality improvement focus.

In 2022, additional officers were trained in the Thinking for a Change Facilitator Training, bringing the total number of officers trained in T4C, CBI-CC, or both, to 24. Both programs take a cognitive-behavioral approach and target criminogenic needs, emphasizing skill-building activities. In 2022 DOPPS suspended all group programs due to leadership changes; we look forward to reinstating them in 2023.

Staff completed 2,380.95 virtual and web-based training hours, with 535.25 hours designated as Changing Offender Behavior hours. The Department also reintroduced the BriefCASE training for new officers in 2021.

The Court worked with StepMobile to develop the Ohio Community Supervision System (OCSS), a web-based probation case management system, with 11,685 video appointments and 7,930 in-person appointments completed in 2022. The Department invested in electronic intervention tools and techniques provided by the Carey Group to ensure effective interventions with defendants.

Training and development goals for 2023 include further enhancement and utilization of OCSS, booster training for officers in electronic cognitive-behavioral interventions, continuing the continuous quality improvement process, and the re-implementation of in-person strategic training, 24 hours of mandatory evidence-based practices/changing offender behavior training, and facilitator training for Decision Points and Anger Control Groups.

Student Development/Internships

The DOPPS provides internship opportunities to students. The Department and students collaborate to establish objectives and expectations to enhance the internship experience, creating a positive and productive partnership in learning. The internship enables students to develop their professional skills in community corrections further and bridge the gap between theoretical concepts learned in the classroom and practical work-related experiences. The aim is to demonstrate how probation/community control can promote change and rehabilitation.

The internship orientation process encompasses an overview of the Court and the Department, including the case assignment process, evidence-based practices, supervision structure, and risk levels. A mid-point

review and wrap-up session upon completion, followed by a final evaluation by the intern and Department supervisor, are also part of the process.

DOPPS had no student intern placements in 2022.

Intake Unit

The DOPPS Intake Unit is committed to reducing recidivism by assigning individuals placed to an appropriate supervision officer for successful program completion. Throughout 2022, the Unit has maintained business-as-usual while effectively changing processes to streamline case assignments. Clients initiate the probation intake by entering their information on a kiosk and immediately receive their Intake Probation Officer assignment following sentencing. The Intake Probation Officers then conduct assessments and screenings to determine the appropriate supervision for the clients. Once the intake process is complete, the Intake Probation Officer assigns the case to a Probation Officer based on the information gathered. The Unit discontinued in-custody holding cell interviews. Intake Probation Officers now visit the jail to complete the intake process, resulting in more timely assignments of clients to Probation Officers.

All team members have completed the certification process for the Ohio Risk Assessment System (ORAS) and are completing the Community Supervision Tool (CST) in 2022.

With the continued development of OCSS, the Intake Unit has played a crucial role in ensuring its success. The Unit operates out of CourtView and OCSS to maintain accurate records that enable officers to meet the needs of their clients effectively. Since the initial transfer of data from CourtView, the Unit has edited 75% of all cases (both active and terminated) for accuracy in OCSS. This effort will continue throughout the rest of the system implementation, and the Intake Unit is fully equipped to handle the challenge.

In early 2022, the Unit diligently updated previous processes, such as case assignments and the new intake process. The ongoing goal for the Intake Unit is to expedite the assignment of clients to a Probation Officer by reducing the number of days it takes for case assignment to an Intake Probation Officer. The Unit achieves this effort through constant monitoring of caseloads in OCSS, as well as completing the intake process with clients directly after Court. The new intake process has been implemented, and the Unit has standardized all processes associated with a client's intake, utilizing the system to its maximum efficiency. This project includes scheduling and completing virtual intakes, assisting with virtual Ontario Domestic Assault Risk Assessment (ODARA) and ORAS assessments as necessary, and implementing the OCSS self-service kiosk.

Assessment Services and Community Programming

In September 2022, the Department initiated the Intake Assessment project to reduce the time between intake and supervision assignments and the number of transfers between officers by conducting comprehensive assessments before case assignments. The Department contracted with Alvis to provide two Assessment Specialists who conducted approximately 670 risk assessments in 2021, with an average intake-to-assessment time of 40 days. The total number of assessments completed by the entire team was 1,204 in 2022, with an average time of 30 days. This process has dramatically improved staff time and the direct linkage of defendants to their assigned officers based on their assessed risk level. In addition, the Assessment Specialists conducted alcohol and drug (AOD) screenings. They made referrals to the Special Programs Unit for swift referral to the Department's Tri-C and Anchor4Me programs. They began completing screenings for a direct referral to mental health and developmental disability caseloads to reduce the time between intake and assignment to the appropriate supervision level.

The DOPPS Special Programs Unit (SPU) comprises one MARCH Program Manager, one Special

Programs Coordinator, one MARCH Community Case Manager, one MARCH Community Navigator and Case Manager, and one Certified Peer Support Specialist. The SPU collaborates to connect individuals needing resources and treatment with appropriate programs and services. The Special Programs Coordinator manages the Court's Suzanne Hopper Act or Form 95 Process and coordinates placements into the Department's residential treatment programs while also participating in planning teams for the Department's halfway house program (HHRP), day programming response (Comprehensive Community Care or TRI C), Safe Housing, and the Courthouse MAT programs. In 2022, the Special Programs Coordinator conducted 81 residential screens and 19 TRI-C referrals and submitted approximately 95 Form 95s.

In 2022, the Courthouse's Medicated Assisted Treatment (MAT.) The program underwent an official name change to the MARCH Program. Funded by the Bureau of Justice Assistance Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) grant, the MARCH Program enhances and expands the services available through the Franklin County Municipal Court's MAT program. The program offers services to all court visitors, not just those on probation or incarcerated. MARCH has a team consisting of a Program Manager, M.A.T. Case Manager, MARCH Community Case Manager/Navigator, and Certified Peer Support Specialist (CPSS).

Furthermore, the MARCH program allows for expanding current services to meet the needs of visitors to the Court, including increased partnerships and service providers. Southeast Healthcare and its Vocational Services program are on site every Wednesday. Equitas Health's Behavioral Health Department provides free HIV/STI testing with referral to PrEP services and linkage to treatment and other services on Tuesdays through their Brothers in Unity program. Additionally, the March Program held two community pop-ups in March and June 2022, partnering with other community programs to provide linkages to services and other necessary resources.

To increase awareness, the MARCH Program actively promotes its services, distributes a monthly calendar, and sends weekly updates via email to stakeholders. The program has participated in community outreach events and fairs throughout the city throughout 2022. The MARCH Program had 2,072 visitors and completed 742 community needs assessments in 2022, with 826 court-involved visitors. The program made 1,713 linkages and 949 referrals to JFS, with 235 clients engaged with or linked to MAT services.

Pretrial Services

The Ohio Department of Rehabilitation and Corrections, Bureau of Community Sanctions provide a grant to support the Pretrial Services Program. In 2022, the Pretrial Services Unit focused on programming and services for domestic violence cases during the pretrial phase. The Pretrial Officers continued to use the Ontario Domestic Abuse Risk Assessment (ODARA) tool as part of the pretrial investigation process. Additionally, the Pretrial Unit expanded the Healthy Relationships Pretrial Domestic Violence Program. This unique educational program aims to provide programming and support during the pretrial phase and will continue in 2022.

To improve the growth of the Pretrial Unit Officer and program functions, the DOPPS worked with a national consultant to review program policies and procedures and provide pretrial-specific training, which will continue into 2024.

The Pretrial Services Unit has nine (9) Bail Investigation and Pretrial Supervision Officers and one Supervisor. The goals of the Pretrial Services Program are to: 1) prepare and provide the Court with Bail

Investigation reports that include validated pretrial risk assessment information and release recommendations on eligible defendants who are in custody awaiting an initial appearance to provide Judges with the information they need to make informed bail decisions; 2) reduce the overall length of stay for pretrial detainees; 3) provide appropriate supervision and monitoring of defendants released by the Court on pretrial supervision to help ensure that they are engaging in their community-based release plan, making their Court appearances, and not engaging in new criminal activity. In 2022, the Pretrial Services Unit completed 3,072 bail investigations and supervised 2,496 pretrial defendants.

In 2022, pretrial services piloted a sequential bail review process to provide updated assessment and release planning information to Judges for defendants who remain in custody for more than three days on a financial bond. Pretrial services developed a delegated release matrix to maximize pre-booking release for low-risk and low-level charged individuals.

Investigation Services

The DOPPS provides investigation services to the Court through its Investigation Unit, which comprises five officers and one Probation Officer Supervisor. In 2022, the Investigation Unit completed 32 presentence investigations and 2,300 sealing of record investigations. The number of sealing of record applications processed significantly increased from 2020, when 1,558 applications were processed, as a result of legal changes enacted in 2023 that provide expanded opportunities for defendants to seal their records. The Investigation Unit also incorporates the Department's risk assessment tools into its presentence investigation reports providing the Court with the defendant's assessed risk level and appropriate supervision placement if the defendant is on community control supervision.

Post Disposition, Differentiated Supervision

In 2022, the Department of Probation and Pretrial Services (DOPPS) implemented Risk Reduction Supervision with 61 post-disposition officers reporting to seven Probation Officer Supervisors and the Chief Probation Officer. The new system includes Risk-Based Supervision, categorized into five levels: Low, Low-Moderate, Moderate, Intensive, and Extremely High-Risk supervision. It also covers various programs, including SERT, sex offender supervision, specialized mental health, specialized soliciting/human trafficking, CAP IT LGBTQ+ program, electronic monitoring/home confinement, Work Release, and the Court's Specialized Docket programs. Each officer receives training according to the risk level and needs of the population they oversee.

In 2022, DOPPS received 4,135 new post-disposition supervision placements, bringing the total number of cases assigned or on warrant status to 12,064 at year-end. This change is an increase from the previous years of 11,811 in 2021 and 10,414 in 2020. The intimate partner domestic violence supervision cases resulted in more training focused on victim safety and offender supervision within the Department.

SERT Supervision was expanded in 2022, increasing the number of officers assigned to six, enabling the Unit to reduce caseload sizes and increase community contacts from 164 in 2021 to 436 in 2022.

The Franklin County Domestic Violence Coordinated Community Response (FCDVCCR) group was established in 2017 to streamline Batterer Intervention Programming (BIP) during the Department's transition to an evidence-based supervision model. This partnership comprises probation officers, community agency counselors, advocates, and other stakeholders, who work with Risk Reduction Officers to ensure compliance with program criteria and competencies to complete all program standards.

Mental Health and Developmental Disability Supervision

The DOPPS has established three Mental Health Specialized Caseloads designed to provide appropriate supervision for individuals diagnosed with mental health and/or developmental disability. The objective is to ensure personalized care tailored to their unique needs.

The Mental Health Specialized Caseload is part of the Intensive Supervision Structure. A Mental Health Specialist is responsible for conducting or reviewing relevant assessments, developing a case plan, and referring defendants based on their criminogenic and responsivity needs. The assessment tool(s) and case plan guide assist with referrals to appropriate behavioral health treatment programs, medication, and case management services. Regular communication with partner agencies ensures defendants receive the necessary services and monitoring to achieve the goals identified through the assessment and case planning process.

In 2022, the mental health supervision caseload included 67 cases. The developmental disability caseload began in 2021 and received 13 cases in 2022.

Human Trafficking/Soliciting

The Partnership for Advocacy, Care, and Treatment (PACT) Program, operated by the Department, plays a vital role in supervising defendants convicted of soliciting but not participating in the CATCH Court. It provides a community response that features specialized and intensive supervision, as well as comprehensive and coordinated community programming to support the success of this population. The PACT Program, which is a collaborative effort among community partners, offers individualized and comprehensive bio-psycho-social assessments, specialized case management, alcohol and drug treatment, medication-assisted treatment options, trauma services, mental health services linkage, and wrap-around services, such as safe housing transportation, peer mentors, and GED.

Moreover, the PACT program is currently piloting and collecting data on the Women's Risk Need Assessment (WRNA), a gender-responsive risk. The WRNA needs assessment is a scoring tool that factors women's risk factors and criminogenic needs associated with recidivism and future misconduct, supporting case planning with this specialized population.

In 2022, the PACT program enrolled nineteen (19) clients in treatment. Out of these, two (2) clients transitioned successfully from the intensive outpatient program to the less intense outpatient program. However, eight (8) clients did not return to treatment, and one (1) was discharged without following up on any outreach attempts. Meanwhile, three (3) clients were successfully discharged from the complete program, and three (3) new admissions were recorded during the same period. Currently, five (5) clients are enrolled in the intensive outpatient level of care, and three (3) are in the outpatient level of care.

The PACT Program aims to provide customized treatment and case management services through various community partners. Clients who consistently engage with their treatment plans and work closely with their providers across the PACT Program partners are most likely to achieve successful completion.

Electronic Monitoring

The Electronic Monitoring/Home Confinement (EMHC) Program is a cost-effective option for sentencing that allows a defendant to reside in the community while continuously monitored electronically. Judges can impose EMHC as a condition of pretrial release, post-disposition supervision, or response to non-compliance/probation violation. The EMHC Program allows defendants to seek or maintain employment, participate in approved programming/treatment, and attend to critical medical needs or conditions.

In 2022, the EMHC. Program Officers monitored the whereabouts of 305 defendants who served 18,208 days on community supervision. Of the 305 defendants, 205 completed their EMHC condition (67%), and 34 (11%) successfully carried over into 2023. Unfortunately, 66 of the 305 were terminated unsuccessfully (22%).

The 305 defendants placed on EMHC consisted of 265 men and 40 women. Among the men, 179 completed their monitoring (59%), and 29 continue to be monitored in 2023. Of the women, 30 completed their monitoring (75%).

On average, the defendants sentenced to an EMHC condition served 60 days of monitoring. All 14 General Division Judges of the Franklin County Municipal Court (FCMC) utilized the services of the EMHC Program at some point during 2022. EMCH usage is a condition of pretrial release and post-disposition sentencing. Defendants had various charges, including but not limited to OVI, Domestic Violence, Assault, Telephone Harassment, Resisting Arrest, Theft, Menacing by Stalking, Violation of Protection Order, Possession of Drugs, and Soliciting.

In 2022, 295 of the 305 defendants (97%) placed on EMHC were declared indigent by the Court for purposes of EMHC monitoring payment.

Work Release

The Work Release Program is a residential alternative to jail for court-ordered individuals, serving as a community response to mandatory jail sentences, Pretrial release or Probation supervision, and non-compliance/probation violations. It aims to facilitate the successful reentry of individuals into the community, through monitoring, programming, and management of their community access, with drug and alcohol testing conducted at random. Participants are confined to the program except for verified employment and/or court-approved programming, providing an opportunity to pay court-ordered fines, costs, child support, and restitution.

During Fiscal Year 2022, 91 defendants were admitted to the Work Release Program, serving 1,261 days in lieu of jail time. Of those defendants, 85 completed the program, consisting of 73 men and 18 women, while six terminated unsuccessfully. Twelve of the 15 seated Judges at the Franklin County Municipal Court utilized the services of the program for a variety of charges, including but not limited to OVI, Domestic Violence, Theft, Drug Abuse, Aggravated Menacing, Violation of Protect Order, Disorderly Conduct, Assault, Telephone Harassment, and Driving under Suspension. The program collected \$34,686 from defendants during their Work Release term and saw a savings of \$71,255 in jail per diem costs.

Despite challenges posed by the COVID-19 pandemic in FY22, such as participant job loss and illnesses, the Work Release Program remained resilient. It underscored the importance of employment and its impact on the community. Thus, it continues to be a popular sentencing option benefiting defendants and the community.

Behavioral Management System

As the Department uses an evidence-based paradigm, adopting a Behavior Management System (BMS) is a crucial component. In late 2016, the Court committed to developing and adopting a BMS policy framework. Consequently, in 2017 a BMS workgroup and policy team created and approved the policy framework. The Court commenced a pilot of the BMS in the spring of 2018 and continued it through 2019. However, staff and department changes have caused delays in implementing the BMS.

Community Sanctions Unit

The Department's Community Sanctions Unit (CSU) is critical in supporting and managing various functions. In response to the increased workload and responsibility placed on the CSU, the Unit expanded to include four full-time officers and one full-time Supervisor by the end of 2019. One of the functions of the CSU is to monitor defendants ordered to complete Community Service hours in lieu of fines and court costs or as a condition of a Plea Agreement and not sentenced to Community Control. The Community Sanctions Officer ensures compliance with the required hours and files a Notice with the Clerk regarding the completion or non-completion of the hours once the deadline has passed. In 2022, the CSU monitored 258 cases for Community Service compliance, not including cases referred to the Unit by Probation Officers for placement and monitoring of Community Service.

In 2022, the CSU also took on 901 new cases for Provided No Convictions (PNC) and continued to monitor 1,185 PNC cases carried over from the previous year. The CSU oversees PNC cases for new criminal convictions. In 2022, the Court ordered restitution of \$353,042.52 in 356 cases, with \$230,068.56 collected and disbursed. The remaining cases are still in the process of payment, revoked, or on warrant status. Additionally, the CSU assists with managing and supervising the Court's Non-Reporting Community Sanction Response (NRCS). In 2022, there were 589 new cases assigned to the NRCS caseload for monitoring new criminal activity and compliance with Court-ordered conditions, bringing the total number of NRCS cases monitored to 1,961 in 2022.

The CCC provides an alternative sentencing option for defendants and an opportunity to restore stability to local communities and improve the environment. In 2022, the CCC supervised 173 individuals who provided 4,010 service hours of work in Franklin County communities. The CCC removed 13.63 tons of solid waste from public alleys, 4.8 tons of trash from hoarder cleanouts in conjunction with Environmental Court orders, 1.54 tons of trash from park and waterway clean-ups, and 0.09 tons of trash from special projects, resulting in a total of 20.01 tons of solid waste removed from Franklin County. Additionally, the CCC removed 423 bags from public alleys, 100 from waterway clean-ups, and 11 from special projects, totaling 534 bags.

The CCC also safely disposed of 185 used needles and made efforts towards Landfill Diversion, recycling 6,012 discarded tires, 38 truckloads of cardboard equaling 6.46 tons, and 387 cubic feet of Styrofoam from special projects in Columbus and other communities within Franklin County. Moreover, the CCC recycled 0.35 tons of metals from public alleys and hoarder cleanouts. The CCC also removed and recycled 276 yards of organic waste weighing 6.05 tons from waterway clean-ups, nuisance abatement clean-ups (hoarder houses), and community gardens, as well as 73 yards of organic materials from public alleys weighing 4.8 tons, resulting in a total of 349 yards of organic materials equating to 10.85 tons of yard waste. In total, the CCC diverted 17.66 tons of materials from the landfill. The CCC conducted 265 community service projects, covering 527.35 linear miles in 2022.

A dedicated Community Service Officer supports the program by scouting and scheduling projects while building community relationships for future endeavors. The Community Clean-Up Crew aims to expand the program and offer its services to more community partners, such as area commissions, block watch groups, and neighborhood pride organizations. These efforts will enable the program to regularly conduct clean-ups in various areas throughout the City and County. Additionally, the program provides other services, such as waste removal from City and County owned vacant properties, and graffiti clean-ups, which contribute to the City and County's efforts to provide clean and safe neighborhoods for their residents.

Victim Assistance

A federal VAWA grant partially funds the Probation Assisted Victim Empowerment Division (PAVED) of

DOPPS through the Franklin County Office of Justice Policy and Programs and federal VOCA funds through the Ohio Attorney General's Office. Thanks to the sustained support of these grants, PAVED has three Victim Assistants and one Victim Assistant Supervisor on staff.

PAVED is committed to being proactive and ensuring that the Court complies with Marsy's Law. The program strives to reach out to victims in cases where a defendant is eligible for early termination so that each victim can express their opinion or concern before termination of the case. Additionally, PAVED staff partner with GPS/Electronic Monitoring officers to ensure notifications are made whenever a GPS violation occurs. This notification protocol is initiated anytime an individual removes the GPS tracker, enters an exclusion zone, or allows the GPS tracker's battery to die, including after business hours.

PAVED also works closely with the 5 Probation Officers assigned to the Strategic Enforcement Response Team (SERT) officers responsible for extremely high-risk domestic violence offenders. An assigned PAVED victim assistant provides extra support to the victims in these cases. PAVED also designates a victim assistant to work specifically with the DVUs CAP IT Program and maintain a resource binder for the LGBTQ+ population. This victim assistant works closely with the designated CAP IT Officer to ensure that victims of same-sex domestic violence cases receive specialized responses with appropriate and relevant referrals.

PAVED staff routinely use the danger assessment and stalking assessment tool to help victims of domestic violence and stalking understand the risks they face and develop safety plans. The program collaborates with the City Prosecutor's office Domestic Violence Prosecutors and Victim Advocates to provide continuity of support for victims once the defendant is on probation. In 2022, the PAVED staff made 3,072 contacts with victims of crime.

The PAVED Unit launched the victim module within OCSS in March of 2022 and began adding new cases to its victim portal. The Unit continues to upload older cases still open or in warrant status into the portal to make accessing and maintaining victim information easier. The Unit still uses Courtview for specific details for cases sentenced before that time.

In 2022, PAVED spent much of its time learning about the newer No Contact Orders and how they relate to Civil Protection Orders and the police department's responses to them. Victim Assistants are frequently called upon to complete the 10A and 10G paperwork to modify or remove these orders.

Chief Probation Officer

The Chief Probation Officer (C.P.O.) is responsible for overseeing the overall operation of the Department, and the Department's Management Team is crucial in facilitating these efforts. The CPO is also responsible for managing, reviewing, and utilizing the Department's operating budget to ensure efficient departmental operations. Probation User Fees support many essential DOPPS supervision programs and initiatives, such as staff training, contracted programming for indigent Defendants, urinalysis services, defendant bus passes, grant matches, and supervision-related equipment. In 2022, Defendants paid approximately \$254,000.00, an average of \$21,166.00 per month in Probation User fees.

The FCMC DOPPS works diligently to leverage its resources and acquire grant funding to support its various programs and initiatives. In 2022, the Department successfully maintained and expanded external funding streams supporting its Pretrial, Victim Assistant, Intake Assessment, Electronic Monitoring, Work Release, Specialized Dockets, and other community programming partnerships that benefit clients. Grant funding sources included the Bureau of Justice Assistance, Office of Justice Programs, Victims of Crime Act, Violence Against Women Act, Justice Assistance Grants, Ohio Department of Rehabilitation and

Corrections, and sub-awards through the Franklin County Office of Justice Policy and Programs. Additionally, the Court received funding through the American Rescue Plan Act in 2022 to support additional Pretrial and Interpreter resources to address the case backlog caused by the COVID-19 pandemic. These generous awards total over \$5 million in grant funding, across varied fiscal schedules, with over \$2 million managed annually. The continued approval of these grant proposals validates and supports the ongoing growth and evolution of the Department. The DOPPS enjoys a well-established rapport with criminal justice partners across the Franklin County executive landscape which augments these applications and highly collaborative projects.

SELF HELP CENTER

The Franklin County Municipal Court Self-Help Center is a valuable resource for pro se litigants navigating the Court. The Center's primary objectives are to enhance the quality of filings by pro se litigants, improve access to the justice system for individuals who cannot afford legal representation, and foster positive engagement between the Court and the community. While the Center assists visitors with civil issues in Municipal Court, it does not offer legal advice. Common problems addressed at the Center include sealing and expungement of criminal records and landlord/tenant disputes.

Since its inception, the Center has experienced steady growth each year. In 2022, the Center served 13,168 visitors, averaging 51.7 daily visitors. The Center successfully hosted its 2nd annual record-sealing event, which helped 187 people. Additionally, through the Center's social worker navigator pilot program, 2,812 visitors were served, accounting for 17% of all referrals to the Homelessness Prevention Network. The Center continues to serve as a pioneering access-to-justice model, with its staff supporting and guiding other jurisdictions in opening self-represented litigant services across the country.

In addition to its self-help services, the Dispute Resolution Program, coordinated by the Self-Help Center, facilitates mediation services for the General and Small Claims Divisions. Parties have the option to participate in mediation either in person or by telephone. In 2022, the Program successfully managed 1,523 mediations, covering 1,269 General Division/Small Claims Cases, 207 Rent Escrow Cases, and 47 Pre-Lawsuit Self Referrals. This program is crucial in promoting alternative dispute resolution and facilitating the efficient resolution of cases within the Court.

SERVICE BAILIFFS

The Service Bailiffs play a critical role in supporting litigants, attorneys, and the Court by delivering court documents to parties and enforcing pre- and post-judgment remedies. Their responsibilities encompass the service of various legal documents, such as complaints, summonses, criminal and civil subpoenas, garnishments, juror letters, and probation revocation hearing notices. The enforcement of writs of replevin involves seizing property and returning it to the rightful owners. Writs of execution are carried out through the levy and sale of personal property to satisfy judgments. These writs are enforced and supervised by highly trained deputy bailiff officers. Additionally, deputy bailiff officers oversee the set-out of tenants' property during the eviction process, ensuring compliance with legal requirements.

In 2021, the Service Bailiffs' Department efficiently processed or served 42,617 legal documents, reflecting their commitment to the timely and effective execution of their duties. The Department has 13 full-time professionals, including 1 chief, 1 deputy chief, 10 deputy bailiffs, and a deputy bailiff/administrative assistant. The team's expertise and dedication enable the Service Bailiffs' Department

to operate smoothly and provide crucial support to the Court and the legal community.

Evictions:	34,788 Eviction-related documents served, consisting of:
Forcible Entry and Detainers:	24,640 eviction summonses served
Red Tags:	6,161 Red Tags issued
Yellow Tags:	2,093 Yellow tags issued
Set-Outs:	2,093 Set-outs completed
Garnishments:	1,914 Garnishments served
Miscellaneous:	3,209 Miscellaneous filings (Small Claims, 28-day letters, Reviver Dormant Judgement, Notice of proceedings, BMV.)
Environmental Summons:	493 Environmental court summons served
Judgment Debtor Exams:	277 Judgement debtor notices served
Criminal Subpoenas:	1,963 Criminal subpoenas served
Replevins:	0 Replevins served

SPECIALIZED DOCKET DIVISION

VISION AND MISSION STATEMENTS

The vision of the Specialized Docket Department is to enhance public safety, rebuild lives, and reduce recidivism through innovative restorative justice programs. We prioritize diversity, champion innovation, and strive to contribute to the national conversation on Specialized Dockets and restorative justice. Our mission is to return high-risk/high-need participants to society by implementing the best and most promising restorative practices, providing quality programming, and linking them with individualized treatment. We hold participants accountable for the impact of their behaviors and encourage independent recovery while involving the community and stakeholders through education, engagement, and support.

OVERVIEW

The Specialized Docket Department serves the Franklin County Municipal Court Judges and is under the direction of the Court Administrator. The department manager is responsible for operating, supervising, and certifying the specialized dockets, ensuring funding, and overseeing the operating budget. The manager works closely with the Specialized Docket Judge's Committee and holds bi-annual meetings with the Specialized Docket Advisory Board to set department goals and direction. The Department oversees five specialized dockets, two educational programs, twelve coordinators who manage day-to-day operations, and the administrative management of the Municipal Court's forensic psychological referrals.

Restorative justice serves as the philosophical foundation of our Department. In the context of the Municipal Court, restorative justice is a process by which offenders take responsibility for their actions, understand the harm they caused, redeem themselves through the process of recovery, become contributing members of their families and the community, increase public safety by ceasing criminal behavior, and reduce the emotional and financial burden on society. This approach considers the impact of the crime on

the victim and the community. It allows the person who committed the crime to repair the damage through meaningful actions and activities.

Learn more about restorative justice at Restorative Justice: [Restorative Justice: Why Do We Need It?](#)

PROGRAMS

The Specialized Dockets are certified by the Supreme Court of Ohio to provide intensive programs, up to two years in duration, to high-risk, high-need defendants. Admission to a specialized docket requires a referral by a defense attorney, prosecutor, or Judge. The defendant must be assessed for eligibility, volunteer, and plead guilty to an active charge to enter the program. Some cases are eligible for sealing and expungement upon completing the program.

The Court established Learning to Identify and Navigate Change (LINC) in 2004, adding Changing Actions to Change Habits (CATCH) and Recovery Court in 2009, Helping Achieve Recovery Together (h.a.r.t.) in 2010, and Military and Veterans Services (MAVS) in 2012. The Department also provides two educational programs that are sentencing options: CATCH 101 for victims of human trafficking and Drug Education Program (DEP) for felony drug charges reduced to a misdemeanor. In addition, the Department provides administrative coordination for all forensic competency cases.

The specialized dockets, often called treatment courts, operate on a judicial response based on a treatment team approach. Treatment court is a voluntary program of up to two years. Once a defendant has pleaded into the docket, the process becomes non-adversarial. The participant is placed on probation for two years, which serves as the compliance mechanism.

The treatment team comprises key stakeholders, including the presiding Judge, who holds final decision-making authority, coordinators, designated probation officers, public defenders, prosecutors, and representatives from various treatment providers. The treatment teams convene weekly to review new admissions and assess the progress of individualized goals for participants. The primary objective is to establish a robust support network that facilitates community engagement and fosters a path toward independent recovery. Rewards are frequently utilized to acknowledge successes, while sanctions, including limited jail time, may be imposed when necessary. Participants are encouraged to self-determine their progress through program phases as they demonstrate their ability to internalize concepts and apply coping skills in their daily lives.

The Judge presides over weekly status review hearings, which serve as a check-in for participants. The dockets cultivate a sense of community among participants. The Judge initiates progress checks with each individual to ensure they receive personalized care and adhere to the agreed-upon treatment plan. Consideration is given to a participant's capacity, barriers, and life events as they progress through the program phases at a pace they determine, which may span up to two years. The programs strongly emphasize engagement, open discussion, and the development of recovery competency, compliance, trust, and self-efficacy. The Judge and the treatment team work collaboratively to ensure that participants receive the necessary support throughout their recovery journey and that expectations are tailored to the participant's stage of change.

CERTIFICATION PROCESS FOR SPECIALIZED DOCKETS

As a home rule state, the Supreme Court of Ohio mandates full certification for all specialized dockets. The certification process entails two stages. Firstly, each docket must submit program documentation, which includes the administrative order, program description, participation agreement, and participant handbook. Secondly, Supreme Court staff conduct a site visit to observe the treatment team meeting and

the Status Review Hearing and provide feedback to the presiding Judge and staff. Full certification occurs when the Court meets or exceeds all Supreme Court standards and current practice guidelines. The final certification from the Supreme Court is valid for a duration of three years.

In 2022, three specialized dockets were due for recertification, namely MAVS, Recovery Court, and LINC. These dockets received initial certification in December. The site visits for final certification were conducted by the Supreme Court on 1/23/2023 for MAVS, 1/24/2023 for Recovery Court, and 2/1/2023 for LINC. The purpose of the site visits was to observe the treatment team and the Status Review Hearing for each docket. MAVS staff received technical assistance through Justice for Vets, as per the Bureau of Justice Administration (BJA) grant requirement, to ensure that the docket was inclusive and adhered to best practices for Veterans Treatment Courts. Judge Skinner and MAVS received final certification. During the site visit to Recovery Court, the Supreme Court recommended changes to the referral process and orientation phase to ensure that participants meet the clinical criteria for moderate to severe substance use disorder and moderate to high criminogenic risk level. The next site visit by the Supreme Court is scheduled for mid-2022 to allow Recovery Court staff adequate time to implement the recommended changes in procedure. Presiding Judge Morehart will step down from the LINC Court on 3/30/2023, and Judge Russo will assume the role of Presiding Judge.

2022 PRESIDING JUDGES

Judge	Program	Type	Recertification Date
Judge Jarrod Skinner	MAVS	Military and Veterans Service Certified Specialized Docket	2023
Judge Jessica D’Varga	Recovery Court	Substance Use Certified Specialized Docket	2023
Judge Cindi Morehart	LINC	Mental Health Certified Specialized Docket	2023
Judge Jodi Thomas	CATCH	Human Trafficking Certified Specialized Docket	2024
Judge Jodi Thomas	HART	Opiate Certified Specialized Docket	2023
Judge Jessica D’Varga	D.E.P.	Drug Educational Program	N/A
Judge Jodi Thomas	CATCH 101	Human Trafficking Educational Program	N/A

EDUCATION PROGRAMS

CATCH 101

CATCH 101 is a comprehensive two-day educational program that introduces the complex issue of human trafficking. This docket is held monthly and encompasses various components, including education, community resources, and observation of CATCH's status review hearing. The primary objective of CATCH 101 is to extend its benefits to individuals who have an active charge in Court and are suspected

to be victims of human trafficking.

The educational aspect of CATCH 101 centers around critical topics such as human trafficking, addictive illness, trauma bonding, and recovery opportunities. Representatives from esteemed community partners, including the Salvation Army, Amethyst, and law enforcement, present valuable information on the current community resources available to defendants, including case management and hotline numbers.

Defendants who may not be inclined to commit to the two-year CATCH program can be referred to CATCH 101 by Judges and attorneys. CATCH staff diligently monitor participants' attendance and progress and report to the referral source to ensure effective monitoring and follow-up.

DEP 101

Another notable program managed by our Court is the Drug Education Program (DEP), which serves as an educational intervention for individuals charged with 4th and 5th-degree felony drug possession charges. Referred by the County Prosecutor's Office, defendants who participate in DEP and enter a guilty plea receive a reduction in their felony charges to a first-degree misdemeanor. While the County Prosecutor makes most referrals, admission to DEP is also open to defendants facing misdemeanor charges. The Court mandates participation in DEP at the time of sentencing.

In 2017, the Court undertook measures to streamline the DEP program to reduce barriers to successful completion. Now, participants must complete one court-facilitated education session and attend eight verified recovery support meetings within thirty days, as opposed to the previous requirement of three-afternoon classes and ten meetings. This revision has significantly improved participant completion rates, making the program more effective and efficient.

The monthly DEP educational session, conducted once a month and lasting three hours, focuses on practical content designed to motivate change. Topics covered include the disease model of substance use, the recovery model of healing, peer-lived experience, and a review of community resources.

FORENSIC PSYCHOLOGICAL EVALUATIONS

In addition, under the Court's purview, the Specialized Docket Department manages all forensic psychological referrals for the municipal Court. This effort involves the management of required competency evaluations, probate commitments, forensic restorations, and administrative communication with the Judges regarding each case, ensuring efficient and effective handling of forensic psychological cases.

2022 Psychological Forensic Cases in Franklin County Municipal Court	
Defendants Referred for Evaluation	395
Defendants Referred for Out-Patient Competency Restoration	90
Defendants Referred for In-Patient Competency Restoration	24
Defendants Referred for Commitment via Probate Court	73

STAFF

The Department has twelve highly educated behavioral health specialists who are program coordinators with expertise in mental health, substance use disorders, and criminal justice. An additional Coordinator position was approved for the LINC docket through the BJA grant to provide the licensed Coordinators with case management and administrative support. In 2022, the Department hired staff members to fill vacated positions, including h.a.r.t. Coordinator II, LINC Coordinator II, MAVS Coordinator II, CATCH

Coordinator II, and MAVS Peer Mentor Coordinator.

The emphasis on behavioral health staff supports in-house clinical services, such as diagnostic assessments that establish clinical eligibility, prognosis, individualized treatment, and level of care recommendations, which makes treatment referrals more efficient. Staff build strong treatment team rapport, coordinate seamlessly with treatment providers, enhance participant engagement, support strength-based interventions, develop self-efficacy in participants, provide trauma-informed interventions, generate individualized program responses, encourage more substantial use of rewards to support progress, facilitate group discussions, and foster a strong sense of community within the dockets. This approach has resulted in increased participant retention and higher successful completion rates.

Training and staff development is a priority within the Department. In 2022, the entire Department, including the Specialized Docket Judges, attended the virtual Supreme Court of Ohio Specialized Dockets Annual Conference to gain insight and practical knowledge about best practices and innovations. Additionally, the department manager and 10 Coordinators from the MAVS, LINC, Recovery Court, CATCH, and h.a.r.t. dockets attended the NASW Ohio Annual Conference in Nashville, TN. During 2022, staff received over 300 hours of training, averaging 23 hours per person, in best practices, therapeutic interventions, program development, and policy strategy. The Judges and staff also provided numerous professional training and community presentations to expand the broader knowledge of restorative justice.

BEST PRACTICES

The Specialized Docket Department is unwavering in its commitment to developing and implementing best and promising practices. The Department proactively generates innovative programming to address gaps in service, actively participates in research and pilot projects, and takes a leadership role in driving innovation that contributes to the advancement of the field.

In 2022, the Ohio Supreme Court facilitated monthly roundtable discussions for Coordinators, Managers, and court staff of each specialized docket to enhance current best practices and ensure compliance with Ohio Supreme Court standards. The entire Department, including the presiding judges, also attended the Ohio Supreme Court quarterly training series to deepen their knowledge of best practices and therapeutic interventions related to mental health, substance misuse, and trauma in justice-involved individuals and to promote diversity and access in specialized dockets.

The NADCP annual conference, a premier international event for specialized dockets research and practice, was held in person in Nashville, TN. Due to health crisis-related travel restrictions, Judges Morehart, Thomas, D'Varga, and LINC Coordinator I, attended the conference. Part of the Department's goals for 2023 includes increasing participation in the conference and submitting applications to present on the national platform, showcasing the Department's expertise and contributions to the field.

STUDENT INTERNSHIP PROGRAM

In 2022, the Specialized Docket Department continued its commitment to providing field instruction to students from various disciplines, colleges, and universities, totaling 7 interns. The Court placement offers a highly professional and complex environment at the intersection of criminal justice and behavioral health, providing invaluable learning opportunities for students from diverse fields of study, including behavioral health, substance misuse, criminal justice, public health, statistics/data analysis, and other related disciplines.

The student internship program strongly emphasizes diversity and inclusion, as the Department believes in providing support to students throughout their challenging internship experience, where interactions can

quickly shift from meeting with a judge to screening an incarcerated defendant. Interns are exposed to evidence-based practices, program development, grant implementation, data analysis, and policy change, equipping them with valuable skills and knowledge to address the community's needs.

Maintaining a robust student internship program is a priority for the Specialized Docket Department, as it contributes to cultivating highly skilled professionals who meet the demands of the field and serve the community effectively.

FACILITY

The Specialized Docket Department is on the 6th floor of the Municipal Court Building, where it boasts flexible space that caters to various needs. The Department can accommodate status review hearings, education classes, community meetings, and a Medically Assisted Treatment clinic. Thoughtfully designed MARCH facilities meet the unique requirements of its operations and provide a conducive environment for its diverse range of activities.

The MARCH Program, which operates on the 6th floor five days a week, provides crucial access to medically assisted treatment (MAT) for defendants recently released from jail. In addition to MAT services, MARCH helps with referrals and linkage to community partners for ongoing mental health and substance misuse treatment, medical care, and other essential community-based resources.

COLLABORATIVE PROJECTS:

The Self-Help Resource Center, situated on the 16th floor, has been instrumental in enhancing access for specialized docket alums to self-preparation of civil documents, including applications for sealing and expungement, as well as assisting with evictions.

MARCH PROGRAM:

The MARCH Program is a collaborative effort among Probation, Specialized Dockets, and the Self-Help Resource Center to expand the operation of the MAT Clinic. This expansion aims to increase the capacity for in-custody MAT and walk-in referrals for other court-involved individuals. MARCH will continue to assist with referrals and linkage to community partners for ongoing mental health and substance misuse treatment, medical care, and other critical community-based resources.

Peer Support Specialists:

The Bureau of Justice Administration has funded four peer support specialist positions to support the LINC, h.a.r.t., and Recovery Court dockets. Additionally, the Project HEAL grant supports the CATCH peer position. The Department is actively exploring additional funding sources to expand the number of peer support specialists in the future.

GRANTS:

Mental Health Bureau of Justice Administration (MH BJA):

The Bureau of Justice Administration has awarded the Specialized Docket Department a grant of \$421,126 for three years to support the mental health docket. This grant will fund the LINC Peer Support Specialist position and create a Coordinator I position. The Coordinator I position will assist the two Coordinator II with administrative tasks and data reporting, allowing them to focus on their clinical duties. The grant will also support implementing a lower-risk track and additional recovery support services, such as trauma-

informed yoga, and implementing the case management documentation system, OCSS, in the specialized docket department. In addition, the grant will offset transportation costs through bus and parking passes.

The National Center for State Courts and the University of Nebraska Public Policy Center awarded \$30,000 to t

he Specialized Docket Department and the Self-Help Resource Center Public Engagement Pilot Project. This grant aims to engage the community in deliberative communication to decrease the disparity in court programs. As part of this initiative, the Specialized Docket Judges have undergone training on racial disparity and implicit bias and participated in a community listening session with various stakeholders.

Specialized Docket Department Programs	2022 total Participants Accepted	2021 Total Referrals	*2022 % No New Charges
LINC - Mental Health	21	33	64%
CATCH - Human Trafficking	30	54	53%
MAVS - Military and Veterans	17	22	60%
Recovery Court - Substance Use	62	79	93%
h.a.r.t. - Opiate Use	82	105	85%
Total in Specialized Dockets	212	293	71%
DEP - Drug Education Program	227	227	NA
CATCH 101 - Human Trafficking Education	38	38	NA.
Forensic Psychological Cases	NA	395	NA
Total	477	953	

**Percentage of participants who were discharged (successful, neutral, or unsuccessful) in the calendar year and did NOT recidivate (received any new charges) during the time they were enrolled in the specialized docket (up to two years).*

We are pleased to share the progress and achievements of the Specialized Docket Department for 2022. Throughout the year, we continued to serve 953 individuals, including 558 participants in the Specialized Dockets and educational programs and received 395 forensic psychological referrals. Notably, our recidivism rates for participants discharged between January 1, 2022, and December 31, 2022, were significantly below the national average for high-risk/high-need defendants.

Research indicates a strong correlation between addiction and criminal activity, with practicing addicts estimated to commit an average of 63 crimes per year. However, with treatment, this incidence decreases to just six yearly crimes. The Specialized Dockets play a significant role in this solution, providing participants with the supportive structure to remain engaged in treatment. A 2014 national survey of drug courts reported average graduation rates of 50-75%, which is more than twice the successful probation completion rates for individuals with severe substance use disorder. Additionally, leading scientific organizations have conducted meta-analyses, systematic reviews, and multisite studies that conclude adult drug courts significantly reduce criminal recidivism, typically by an average of approximately 8% to 14%. The best adult drug courts even reduce recidivism by 35% to 80%. In 2021, the average percentage of

participants across all five dockets who did not receive new charges was 68%, surpassing the national average recidivism rate for drug offenders, 76.9%.

We are proud to report the following progress made in 2022:

- All Specialized Docket Judges remained actively certified by the Ohio Supreme Court.
- We updated and implemented a brief clinical assessment tool to determine clinical eligibility for specialized dockets.
- The Specialized Docket Department received an additional federal grant of \$421,126.
- The MAVS Court developed a mentor program with a handbook and mentor training.
- We implemented a web-based case management and data collection system in collaboration with FCMC Probation for training and technical assistance.
- All Specialized Docket Program descriptions now include current best practices.
- The Department continued to work on several innovations and pilot grants to expand best practices.
- We also continued our efforts to expand training and community exposure.

Looking ahead to 2022, our goals for the Specialized Docket Department are as follows:

1. Identify barriers and make program and policy changes to increase specialized docket access to underserved populations.
2. Provide culturally specific, trauma-competent programming and collaborate to ensure culturally specific, trauma-competent community treatment options.
3. Achieve full staffing by filling vacant Coordinator II positions.
4. Award the BJA grant to staff the LINC Peer Support Specialist position.
5. Expand the mentoring program for the MAVS Program.
6. Implement a criminogenic risk assessment tool during the referral process to ensure that participants meet moderate to high-risk eligibility requirements.
7. Increase community access through cohesive messaging on multiple platforms, including community engagement, technology, media, and print material.
8. Increase the use of intensive peer support in the Specialized Docket Department.
9. Provide and support participant and family-centered engagement.
10. Increase access to MAT through the MARCH Program.
11. Increase funding and expansion through grants and matching funds.
12. Champion best practices and innovation that contribute to the national conversation.
13. We are committed to these goals and will continue to strive for excellence in our programs and services.

We appreciate the support of our partners, stakeholders, and the community in our efforts to positively impact the lives of individuals involved in the justice system.

For additional information about the Franklin County Municipal Court
please visit its website at

<https://municipalcourt.franklincountyohio.gov/>

