



PRINCE WILLIAM
COUNTY

Judicial Services

March 2021





PRINCE WILLIAM
COUNTY

Judicial Services Agencies

Juvenile and Domestic Relations District Court

General District Court

Circuit Court Clerk's Office

Judges Chambers

Public Defender's Office

Commonwealth's Attorney



PRINCE WILLIAM
COUNTY

Juvenile and Domestic Relations Court (J&DR)



J&DR Budget Request



- As a result of segmented dockets and caseload limits, as well as limited filings by the public during the first half of 2020, J&DR is at this time not anticipating a significant increase in cases. We are currently operating within our guidelines for processing of new matters.
- New filings at this time are still around 20% lower than they were for this month in 2020, although steadily increasing.
- As a result, while always needed and appreciated, an extra clerical position in our court would not have the large impact it would for other courts.
- We urge the funding of the proposed position, but would ask that it be assigned to the budget of the General District Court, which is anticipating larger imminent need.

J&DR Budget Request



- We anticipate being able to utilize other positions in the near future, particularly given the recent renovations to our clerical workspace and increasing case intake.
- Our current staffing level is below needed levels for expected growth in cases. These had decreased by 25-45% from 2019, depending on category.
- Protective orders and child abuse cases represented increases of 55% and 25%, respectively, from 2019, with remands from the circuit court increasing by 18.7%

J&DR Budget Request



- Once all numbers come back to expected levels in late 2021, we will again be in need of additional staff.
- We appreciate the Board's consideration of the needs of the Juvenile and Domestic Relations District Court.



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PRINCE WILLIAM
COUNTY

General District Court



AGENDA



Service Overview
Challenges
Unfunded Requests
Long-Term Needs
Summary

Service Overview



Who We Serve

Prince William County, the City of Manassas, the City of Manassas Park, Towns of Quantico, Haymarket, Dumfries, and Occoquan

Where We Serve

Prince William County Judicial Center,
2nd floor

How We Serve

We serve the public by assisting with case information, filings, payment of fines/costs, and inquiries. This involves providing customer service to all doing business with General District Court in person and telephonically.

Our Mission

Our daily mission is to ensure we provide timely access to justice in the most efficient and effective way possible even given the challenges we face with being short staffed and limited spacing.

Challenges

- Currently staffed at 69.5%
- Keeping up with demands of increasing caseload and public
- Lack of technology to assist clerks with workload
- No incentive to reward overworked employees
- Limited space in clerks' offices
- Limited space in Judicial Center for those doing business along with limited parking for public and employees

Unfunded Requests



- Fiscal year 2021 – We did not receive two previously budgeted positions
- Fiscal year 2022 – We will only be receiving one of the two previously budgeted positions

Long Term Needs

- This building is at maximum capacity; it cannot accommodate the increasing population, caseload, mandated file storage, and needs of those working and doing business here. Either an expansion or new facility will need to be considered in order to continue efficient operations.
- Technology that will assist understaffed clerk's offices with daily inquires and requests of the public. If public terminals and kiosks can eliminate some of a clerk's daily workload, long term affects will be providing a path for access to justice and promote a healthier morale amongst staff.

Summary

- In summary, the General District Court is responsible for resolving disputes for citizens and meeting the needs of the public in an efficient, timely manner which ultimately provides access to justice. Whether that be calling to find out the amount of a traffic ticket, requesting a copy of a case disposition, appearing as a witness in a case, or assisting a landlord with unlawful detainer proceedings; we are here to serve. However, when the services we provide are impacted due to being severely understaffed and operating in a building that cannot accommodate the increasing population then we are no longer successful in our mission.



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Circuit Court Clerk

Jacqueline C. Smith, Esq.

FY22 Board of County Supervisors' Budget Work Session



PRINCE WILLIAM
COUNTY

Unique Circuit Court Structure



Unlike other courts, the Circuit Court is comprised of two separate and independent agencies:

Circuit Court Clerk & Circuit Court Judges

These two agencies work together to manage judicial functions including:

- Criminal Misdemeanor & Felony Court Cases
- Civil Court Cases over \$25,000.00
- Appeals from General District Court & Juvenile Domestic Relations Court

Unique Circuit Court Structure



- The Circuit Court Clerk handles additional mandates including:
 - Collection of \$25.6M in Annual County, City and Town Revenues
 - Creation & Digitization of Daily Legal Record- More than 250,000 pages per month
 - Issuance or Renewal of 10,085 Concealed Handgun Permits Annually
 - Probate of Wills, Trusts & Estates
 - Operation of Jury System & Grand Jury System
 - Creation of Daily Circuit Court Dockets
 - Collection & Distribution of Restitution for Victims of Crime
 - Protection & Destruction of Election Ballots
 - Collection, Creation & Maintenance of all Land Records and associated revenues
 - Preservation of 300 years of Historic Documents
 - Maintenance of Fire House Rosters to Ensure Maintenance of Member Benefits
 - Administration & Recordation of Oaths for Elected officials, Fire and Rescue, Police, Political Appointees, Notaries Public & Court Witnesses
 - Marriage Licenses and Civil Wedding Ceremonies
 - Operation of the Public Law Library & Resident Legal Self-Help Center

Clerk's Service Levels



- The Circuit Court Clerk's Office has remained **fully operational** throughout the COVID-19 health crisis
- While coping with the challenges of the pandemic, the Clerk's Office has seen a 3-year increase in statutorily mandated workload of 37.38%
- The largest workload increases have been in Handgun Permits (+75%) and Land Deed Recordation (+65%)
- The Clerk's Office did not see an increase in staff during this period
- In order to maintain mandated service levels for the taxpayer, the Clerk has obtained and invested state and federal grant monies over the past three years to improve courthouse infrastructure and employ technology whenever possible

Clerk's Service Levels



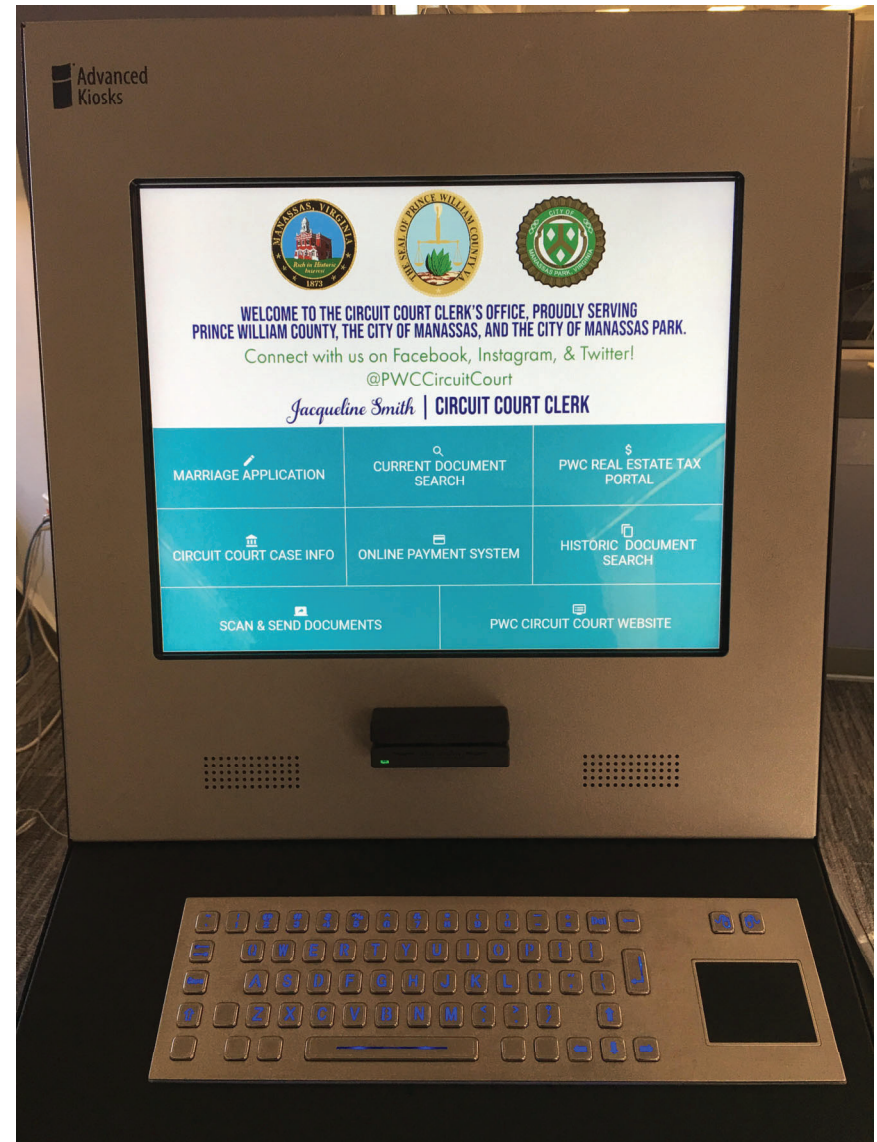
- Courthouse Infrastructure Improvements
 - Glass protected customer service counters
 - Double the number of customer service counters
 - Added space for social distancing
 - Enhanced land record fire protection
 - Enhanced security
 - Improved wayfinding
 - Better Customer Experience



Clerk's Service Levels



- Technology Improvements
 - Kiosk Pay Stations
 - Kiosk Records Research
 - 24-7 E-Mail Customer Service
 - Optional E-Filing for Civil Cases, Criminal Cases and Resident Services
 - Optional E-Court for certain hearings and civil trials
 - Optional E-Probate of Wills, Trusts and Estates
 - Optional E-Licensing for Marriage
 - Online Access to Court Records
 - Better Customer Experience



Budget Initiative



Deputy Clerk – Court & Records Management (1 FTE)

Expenditure	\$79,152 (\$68,560 ongoing)
General Fund Impact	\$79,152

- This addition will address workload increases in the Clerk's office by processing land recordings and associated tax collection prompted by mortgage refinancing at low interest rates, as well as performing other needed office filings.
- The new deputy court clerk will also support and assist the judges in the courtroom. This cost includes \$68,560 in on-going funding and \$10,592 in one-time costs associated with the position.
- Service Level Impacts – The additional position will provide courtroom support, technical administrative, customer service, and operational support to Court Case Management.

Circuit Court Clerk



Connect with us!



@PWCCircuitCourt



PRINCE WILLIAM
COUNTY

Circuit Court Judges Chambers



Circuit Court Case Loads



- The Circuit Court hears a wide variety of cases including but not limited to guardianship appointments, divorce proceedings, complex civil litigation, multi-litigant tort actions, land use actions, felony criminal matters, concealed handgun permits.
- Circuit Court filings have increased from 7,686 new filings in 2000 to 20,638 new filings in 2020.
- In the past twenty years, the Circuit Court has gone from five judges to six judges.

Circuit Court Case Loads



Year	Civil & Misc. Cases Commenced	Criminal Cases Commenced	Total Cases Commenced	Jury Trial Days Civil	Jury Trial Days Criminal
2000	4,562	3,124	7,686	91	70
2010	8,288	4,518	12,806	97	64
2020	17,033	3,605	20,638	9 (appx.)	8 (appx.)

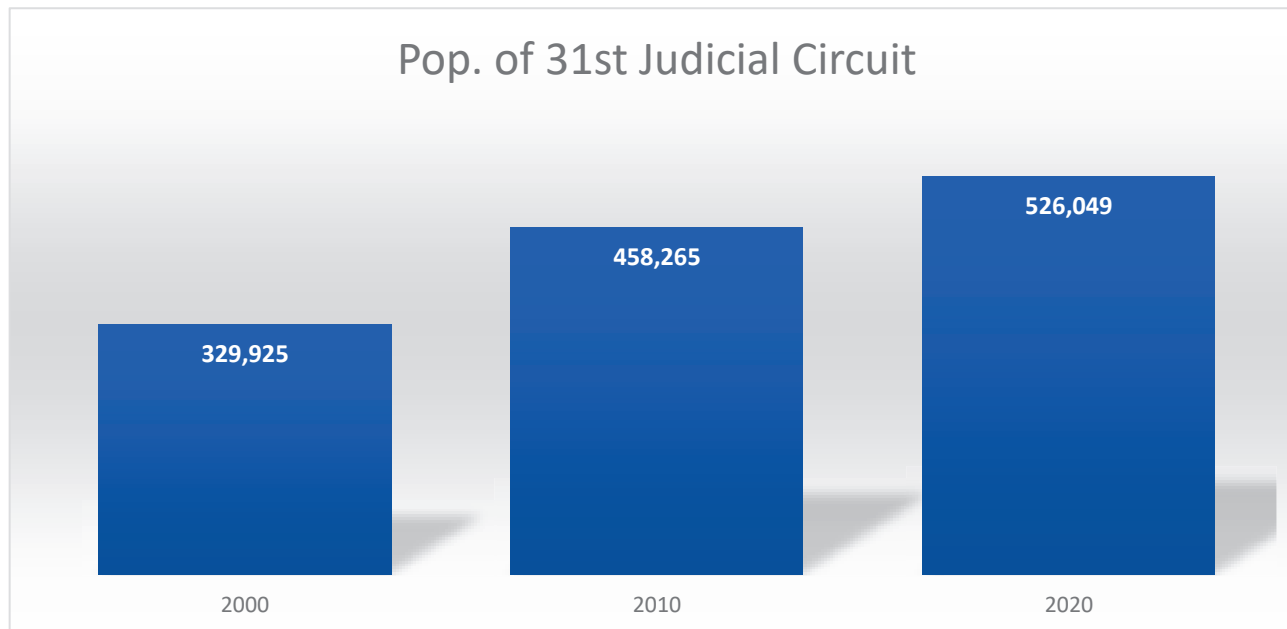
Circuit Court Case Loads



31st Judicial Circuit Population



- Over the past 20 years, the population served by this Court has increased dramatically and judicial resources have not kept up.



2021 Projections



- As the Court continues to operate during these unprecedented times, we will be working to overcome the year-long backlog of criminal and civil jury trials.
- It is anticipated that criminal jury trials will increase exponentially with new law changes.
- The Circuit Court resumed criminal jury trials on March 1, 2021 but we only have the capacity to conduct one jury trial at a time.
- There are approximately 300 jury trials (civil and criminal) scheduled in the next 6 months.

Clerical Support Needed



With an increase in case filings, many administrative duties have fallen to the law clerks hired to assist the judges:

- Sending emails notifying counsel of pre-trial conference procedures
- Case setting sheets for criminal and civil matters
- Check lists for divorces, name changes, adoptions, etc.
- Calling/emailing/drafting letters for divorces, name changes, adoptions, etc. to pro se parties
- Rescheduling cases/motions
- Rescheduling due to COVID continuances (mostly sentencing)
- Dividing up Motions Day dockets
- Correcting the docket when items have not been removed or scheduled properly
- Scanning various items into CIS
- Scheduling discretionary docket cases
- Preparing sentencing (Some of our admin do this for a few judges but some law clerks are tasked with this because we do not have enough admin to cover all the judges.)
- Answering phone calls on the status of orders (usually divorces)
- Filtering through orders that come to Chambers (about 1/3 of the orders we receive are not fully endorsed, are proposed orders for cases that are on the Motion's Day dockets, or - more recently - are things that have already been entered)
- Notifying the clerk's office of improperly scanned items or items missing from the file

Friday Motion's Day Dockets



- Every Friday the Circuit Court hears civil motions.
- Each judge can hear upwards of 25 different civil motions on its Friday docket.
- Most Friday motions are legally intensive. Friday is the Court's busiest day, and we are without clerical support to handle these complex matters.

Circuit Court Budget Request



- We appreciate the Board's consideration of the needs of the Circuit Court.



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Commonwealth's Attorney

Who are we and what do we do?



Prosecutes
Misdemeanor Crimes
in General District
Court

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

Prosecutes ALL
cases in Circuit
Court

Traffic Cases

Forfeiture

Expungements

Prosecutes Felony
Crimes in General
District Court

Prosecutes Felony
Crimes in Juvenile
and Domestic
Relations Court

Other Mandated
Services

Commonwealth's Attorney

Services for ALL victims of crimes

Services for Victims
requiring court support

Discovery

The background of the slide is a solid blue color. On the right side, there is a faint, light blue illustration. At the top, a hand is shown holding a sword vertically. Below the sword is a scale of justice, and at the bottom is a lotus flower. The entire illustration is rendered in a lighter shade of blue than the background.

Services for ALL victims of crimes

Services for Victims
requiring court support

- The Victim Witness Program engages with community events to spread awareness of services available
- Victim Witness Program Director speaks to all new PWCPD recruits at the Academy.
- Law Enforcement Officers, Magistrates, Judges etc. refer clients to the Victim Witness Program.
- The Victim Witness Program assists ALL victims and witnesses of crimes
- Services include:
 - Informing victims of their rights
 - Information about available social services
 - Crisis intervention
 - Interpretation services
 - Individual advocacy
 - Counseling
 - Advance Notification of case information and more



Services for ALL victims of crimes

- Victim Witness Program Case Managers work closely with clients impacted by crime
- Case Managers give clients confidence in the legal system
- Client/Victim cooperation is often critical (especially in Domestic Violence Cases)
- Victim Witness Program is often overlooked- but it's a lifeline for many
- The Victim Witness Program's Awareness efforts have increased the number of clients significantly
- Case Managers currently exceed recommended number of clients



Services for Victims requiring court support





Use of the Victim Witness Assistance Program has grown significantly in the past 5 years.

Growth is expected to continue.

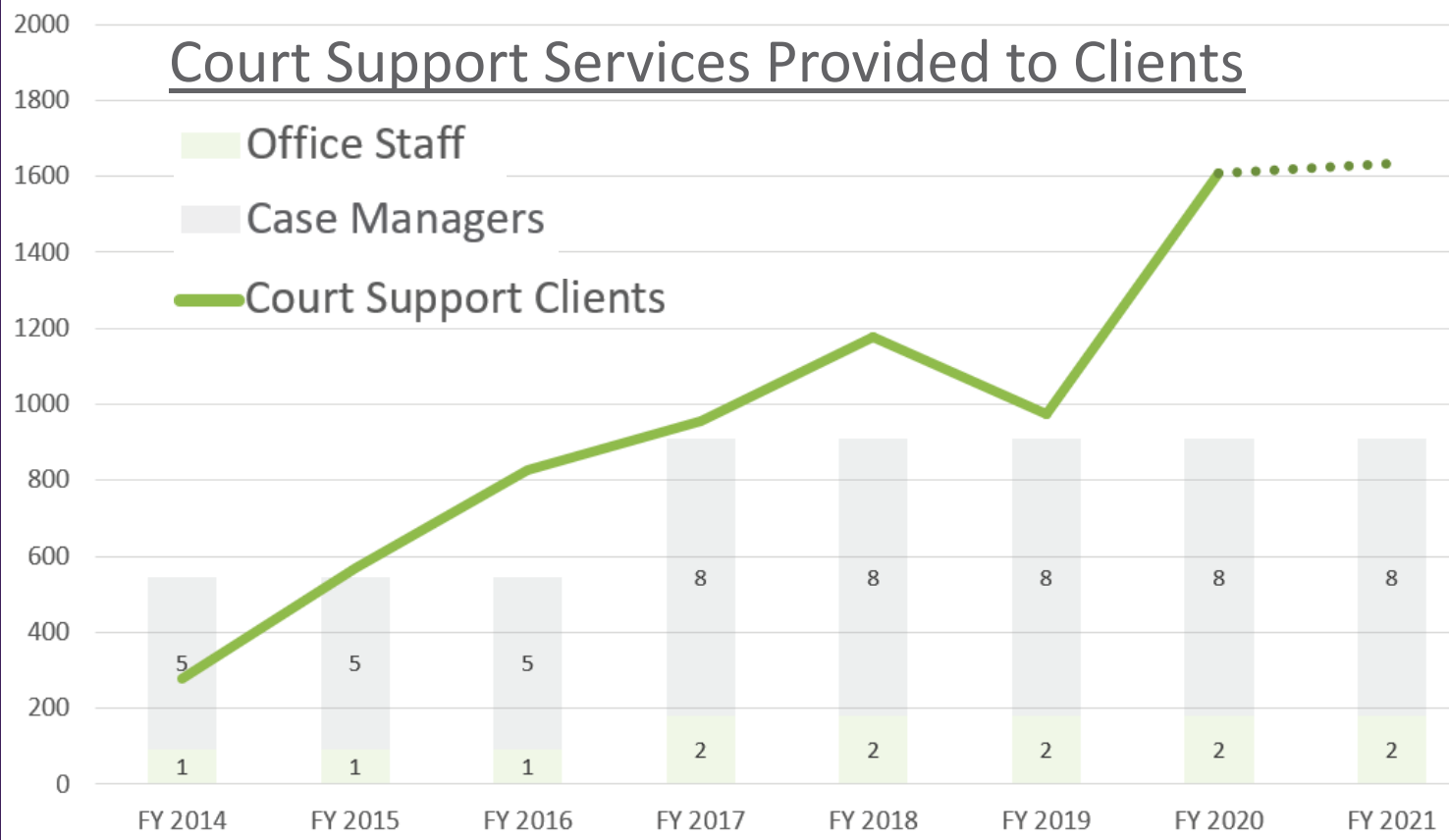
Services for ALL victims of crimes

- Outreach to potential clients in recent years highly successful
- Number of services provided has increased significantly

Services for Victims requiring court support

- Case managers communicate with clients
- Victim cooperation often leads to successful prosecution
- Case managers exceed recommended number of clients

Court Support Services Provided to Clients



Services for ALL victims of crimes

- Outreach to potential clients in recent years highly successful
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Services for Victims requiring court support

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Prosecutes
Misdemeanor Crimes
in General District
Court

Prosecutes
Misdemeanor Crimes
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Prosecutes ALL
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Commonwealth's Attorney

Discovery

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- Case managers communicate with clients
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A faint, light blue watermark illustration is visible in the background. It depicts a hand at the top right holding a sword vertically. Below the hand, a horizontal beam or handle extends across the middle. From the left end of this beam, a pair of scales of justice hangs down. The entire scene is rendered in a monochromatic blue color scheme against a darker blue background.

Discovery

Electronic Filing

Generous Disclosure Policy
(Beyond Statutory Requirements)

Open File Discovery Agreement

Provided as Additional Service

Electronic Delivery

7c5

Answering Discovery

Mandatory

Discovery

Review of Body Worn Camera Footage

Discovery is more **complete** and more **accessible** than any time in this county's history.

Discovery

- 7c5
- Open File
- Generous Disclosure Policy
- Electronic Filing and Delivery

Prosecutes
Misdemeanor Crimes
in General District
Court

Prosecutes
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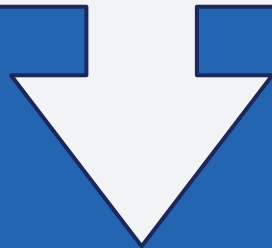
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Prosecutes
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Prosecutes
Misdemeanor Crimes
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Court



Critical Misdemeanor Services:

- Domestic Violence Cases
- Driving Under the Influence Cases

Additional Misdemeanor Services:

- Other Misdemeanor Offenses
- Misdemeanor cases with a defense attorney present



Prosecutes
Misdemeanor Crimes
in General District
Court

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

- CRITICAL ISSUE DURING PANDEMIC
- Victim cooperation is typically a factor in these cases.
- Prevent recidivism
- Prevent death or injury to victim

Critical Misdemeanor Services:

- Domestic Violence Cases
- Driving Under the Influence Cases

- Prevent recidivism
- Prevent death or injury to victim

Additional Misdemeanor Services:

- Other Misdemeanor Offenses
- Misdemeanor cases with a defense attorney present

Prosecutes
Misdemeanor Crimes
in General District
Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

- Domestic Violence Cases
- Other Misdemeanor Cases



Prosecutes
Misdemeanor Crimes
in General District
Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

- Domestic Violence Cases
- Other Misdemeanor Cases

Traffic Cases



The Commonwealth's Attorney Prosecutes
Misdemeanor and Traffic Cases as an Additional
Service to the Community



Prosecutes
Misdemeanor Crimes
in General District
Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

- Domestic Violence Cases
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Traffic Cases



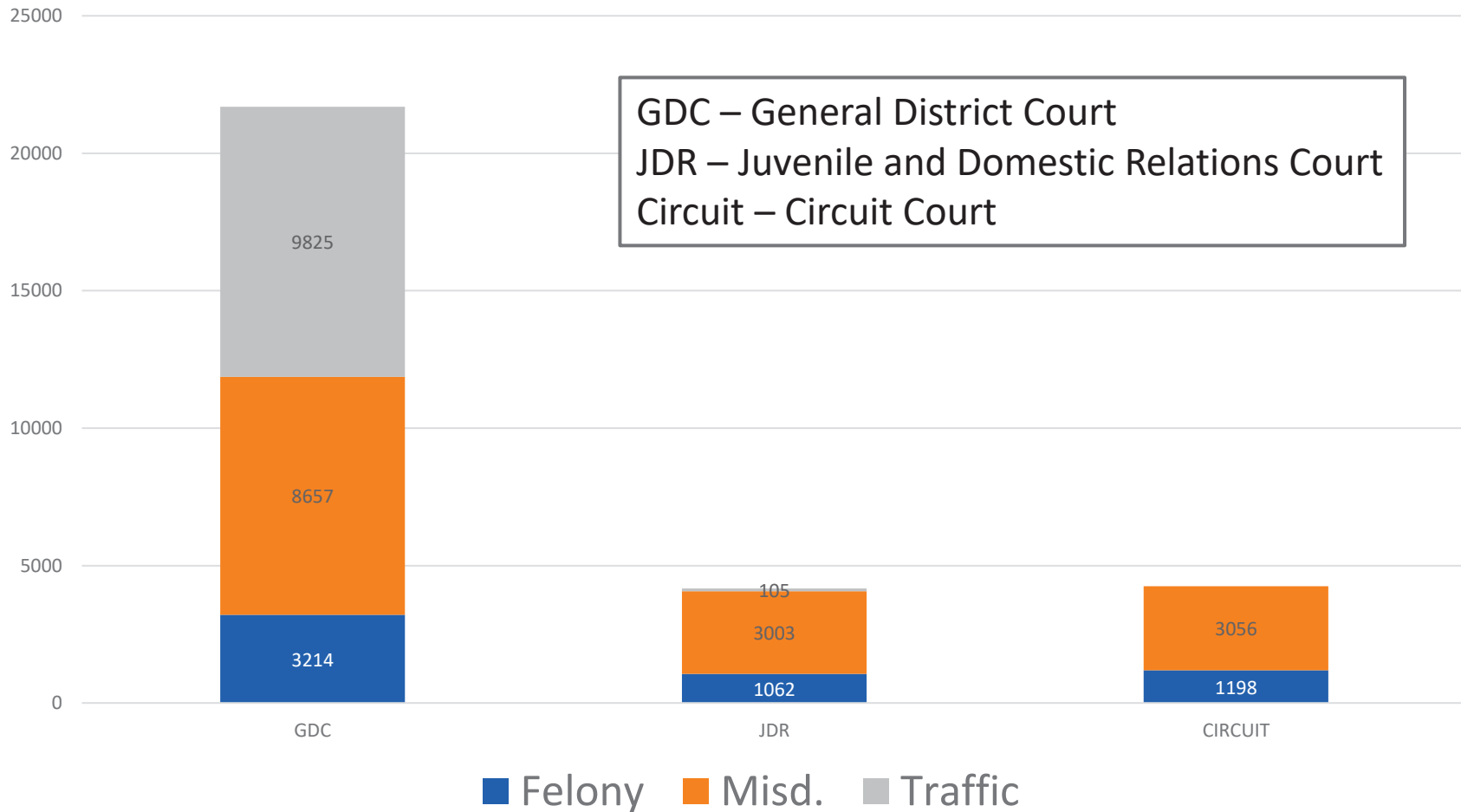
The Commonwealth's Attorney Prosecutes
Misdemeanor and Traffic Cases as an Additional
Service to the Community

**The Commonwealth's Attorney is not required to
provide these services.**

PWC Filings by Mandate

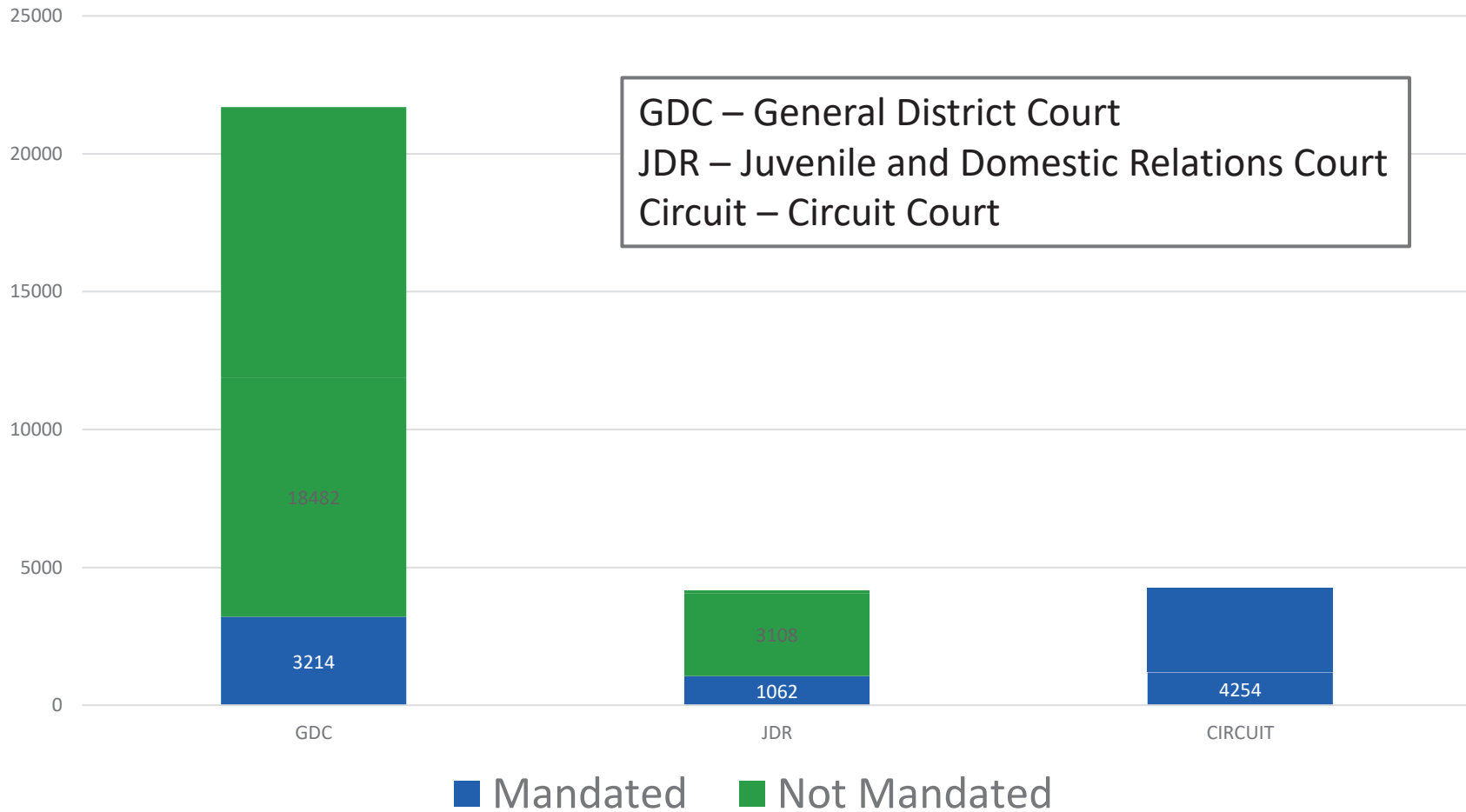


Prince William County Filings by Category and Level of Court (January-September 2019)



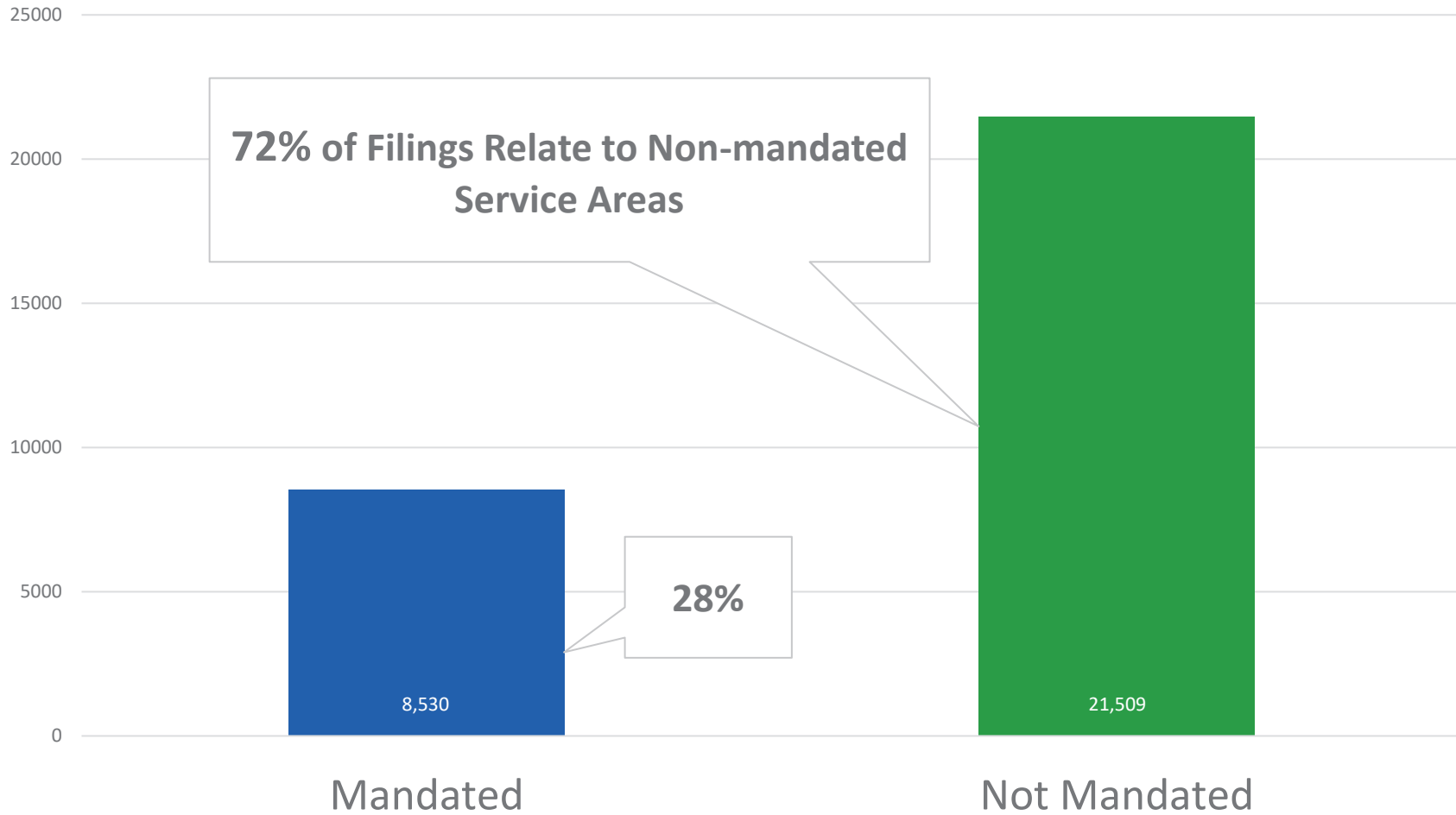
PWC Filings by Mandate

Prince William County Filings by Category and Level of Court (January-September 2019)



PWC Filings by Mandate

Prince William County Filings by Mandate (January-September 2019)



Prosecutes Misdemeanor Crimes in General District Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes Misdemeanor Crimes in Juvenile and Domestic Relations Court

- Domestic Violence Cases
- Other Misdemeanor Cases

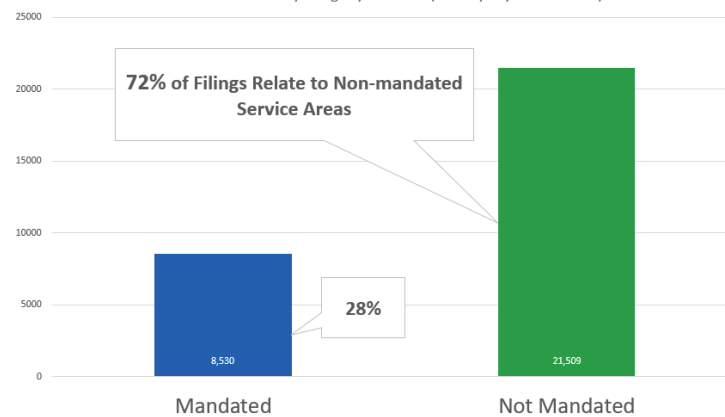
Traffic Cases

- Resource intensive

PWC Filings by Mandate



Prince William County Filings by Mandate (January-September 2019)



Prosecutes Misdemeanor Crimes in General District Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes Misdemeanor Crimes in Juvenile and Domestic Relations Court

- Domestic Violence Cases
- Other Misdemeanor Cases

Prosecutes ALL cases in Circuit Court

Traffic Cases

- Resource intensive

Forfeiture

Expungements

Other Mandated Services

Prosecutes Felony Crimes in General District Court

Prosecutes Felony Crimes in Juvenile and Domestic Relations Court

Commonwealth's Attorney

Services for ALL victims of crimes

- Outreach to potential clients in recent years highly successful
- Number of services provided has increased significantly

Services for Victims requiring court support

- Case managers communicate with clients
- Victim cooperation often leads to successful prosecution
- Case managers exceed recommended number of clients

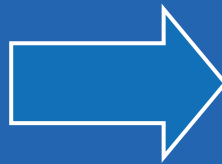
Discovery

- 7c5
- Open File
- Generous Disclosure Policy
- Electronic Filing and Delivery

Prosecutes ALL
cases in Circuit
Court



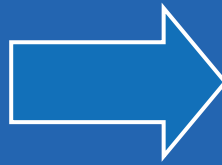
Prosecutor's for the Office of
the Commonwealth's
Attorney



Prosecutes ALL
cases in Circuit
Court



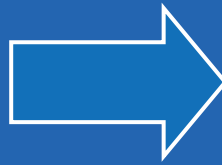
Prosecutor's for the Office of
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Attorney



Prosecutes ALL
cases in Circuit
Court

**Prosecutors seek
judicial outcomes
by going to court**

Prosecutor's for the Office of
the Commonwealth's
Attorney



Prosecutes ALL
cases in Circuit
Court

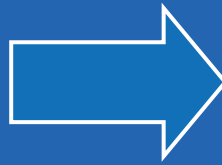


Compensation Board
Performance Measures

Prosecutors seek
judicial outcomes
by going to court

**The results impact
the Compensation
Board (CB)
Performance
Measures**

Prosecutor's for the Office of
the Commonwealth's
Attorney



Prosecutes ALL
cases in Circuit
Court

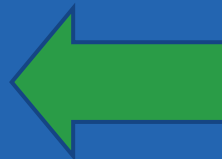
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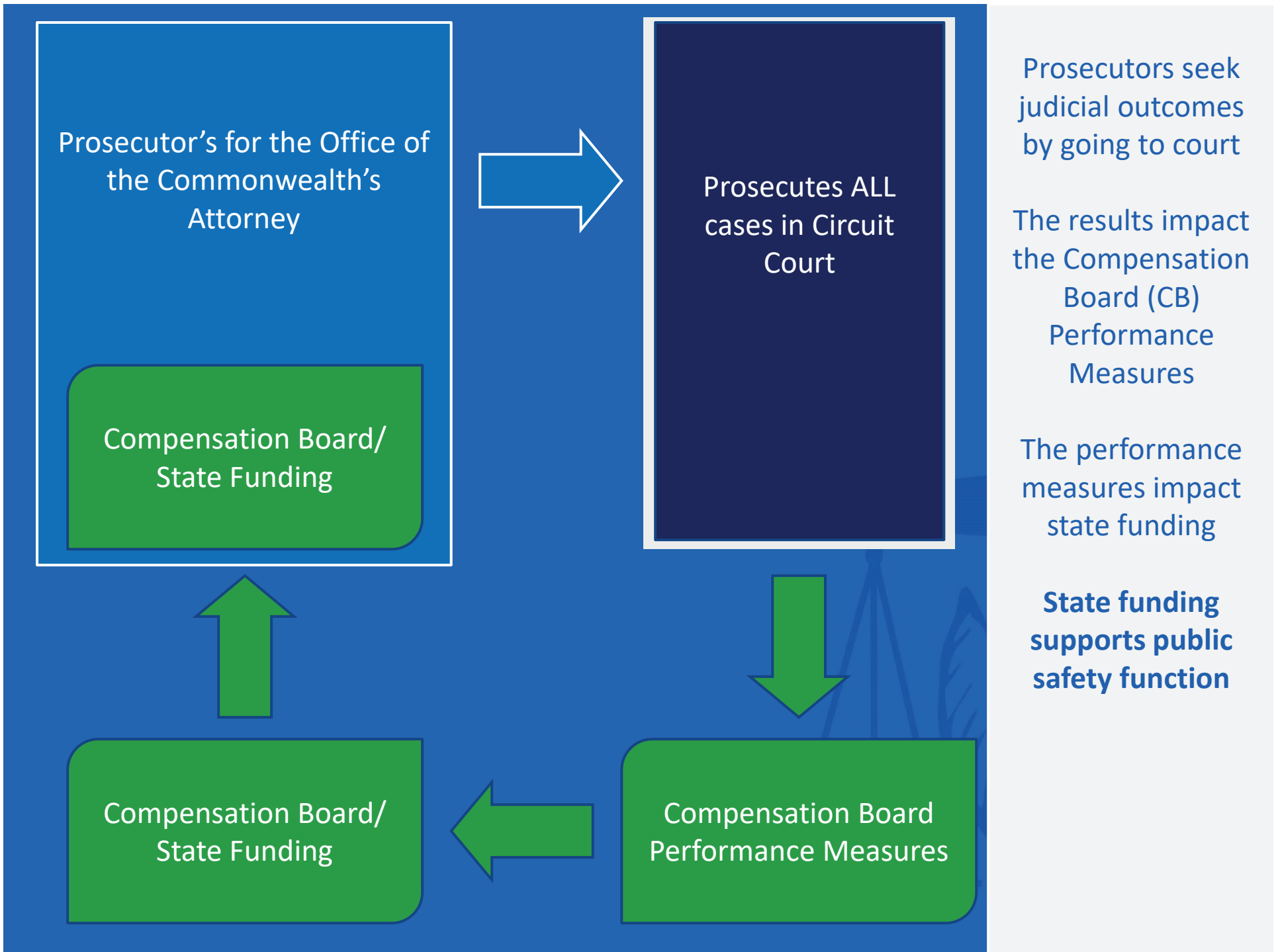
**The performance
measures impact
state funding**



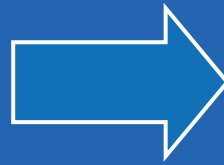
Compensation Board/
State Funding



Compensation Board
Performance Measures



Prosecutor's for the Office of
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Attorney

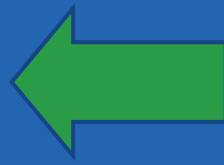


Prosecutes ALL
cases in Circuit
Court

Compensation Board/
State Funding



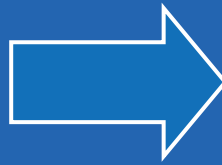
Compensation Board/
State Funding



Compensation Board
Performance Measures

**Funding
should grow
as PWC
Grows**

Prosecutor's for the Office of
the Commonwealth's
Attorney

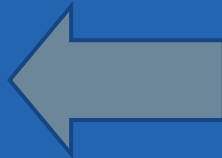


Prosecutes ALL
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Court

Compensation Board/
State Funding



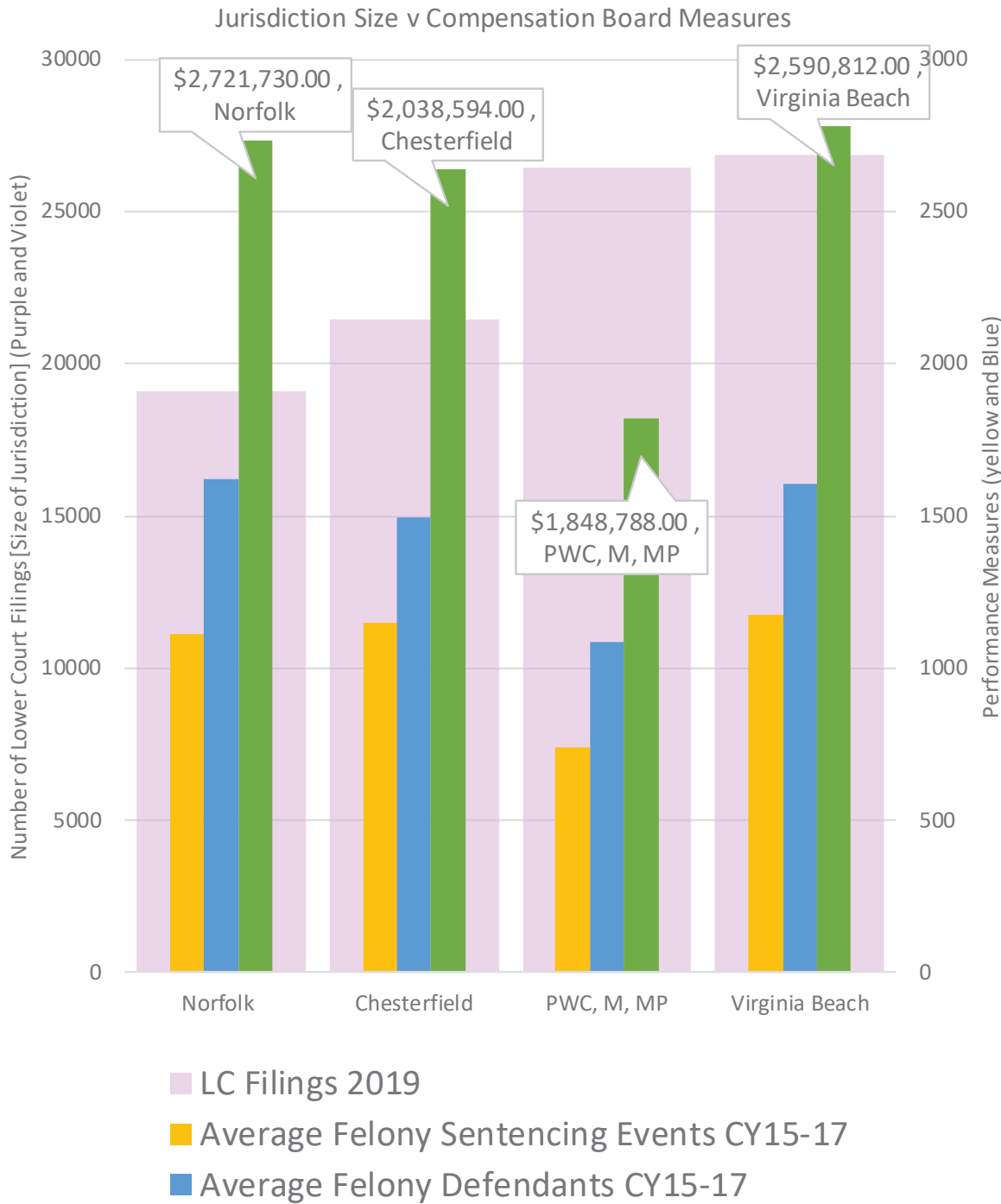
Compensation Board/
State Funding



Compensation Board
Performance Measures



**BUT –
There is a
problem**



Similar Sized Offices Receive Additional State Funds

(Closest Three Offices in Size Represented)

The Yellow and Blue Bars show a Jurisdiction's Compensation Board Performance Measures

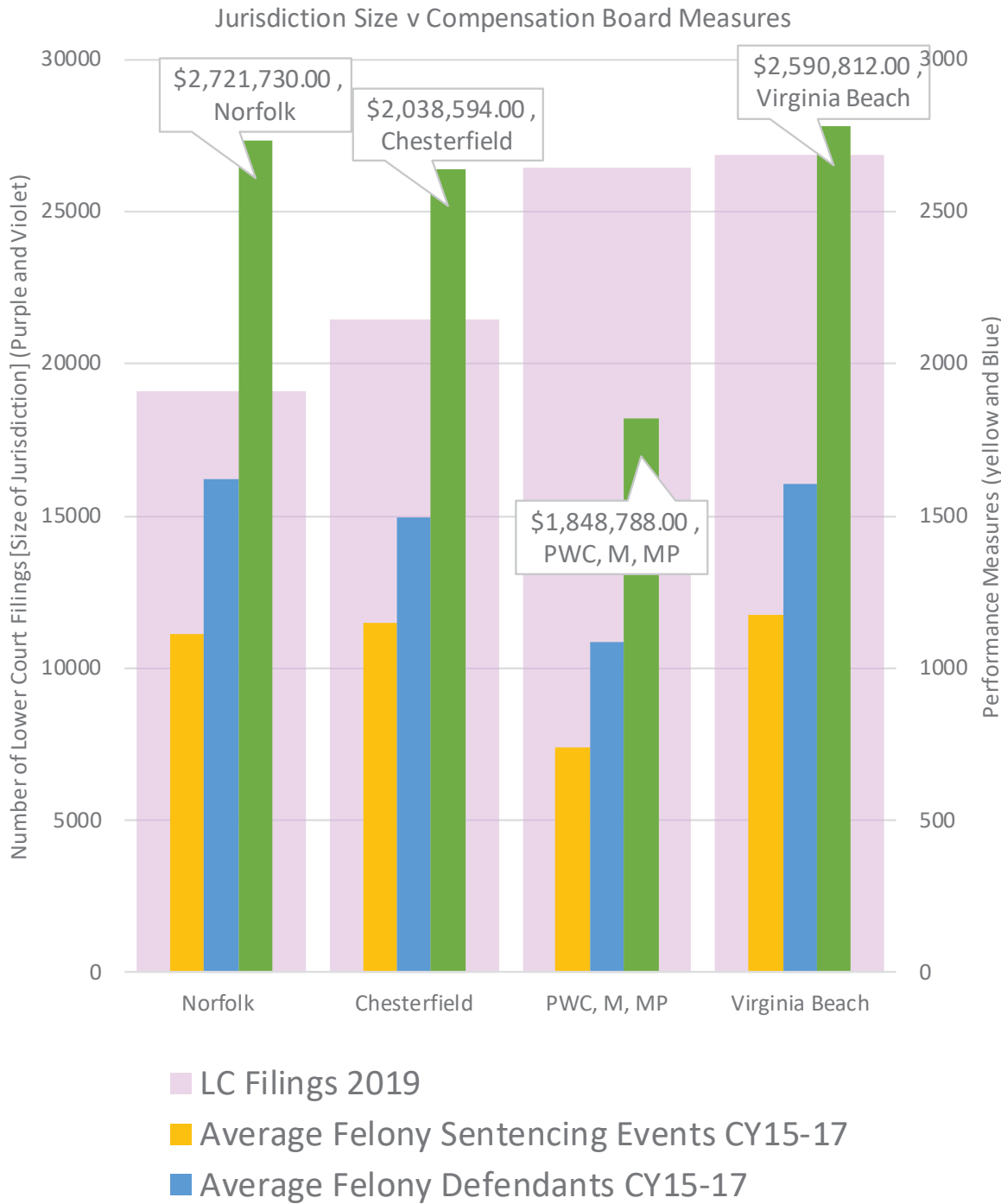
The Green Bar indicates the sum of the Performance Measures

The Compensation Board Performance Measures consider the Last Three Calendar Years

Prince William County has historically low performance measures

The formula is as follows:

$$\# \text{ of Attorneys} = \frac{\text{Workload Total (3yr avg felony defendants + 3yr avg sentencing events)}}{\text{Factor}}$$

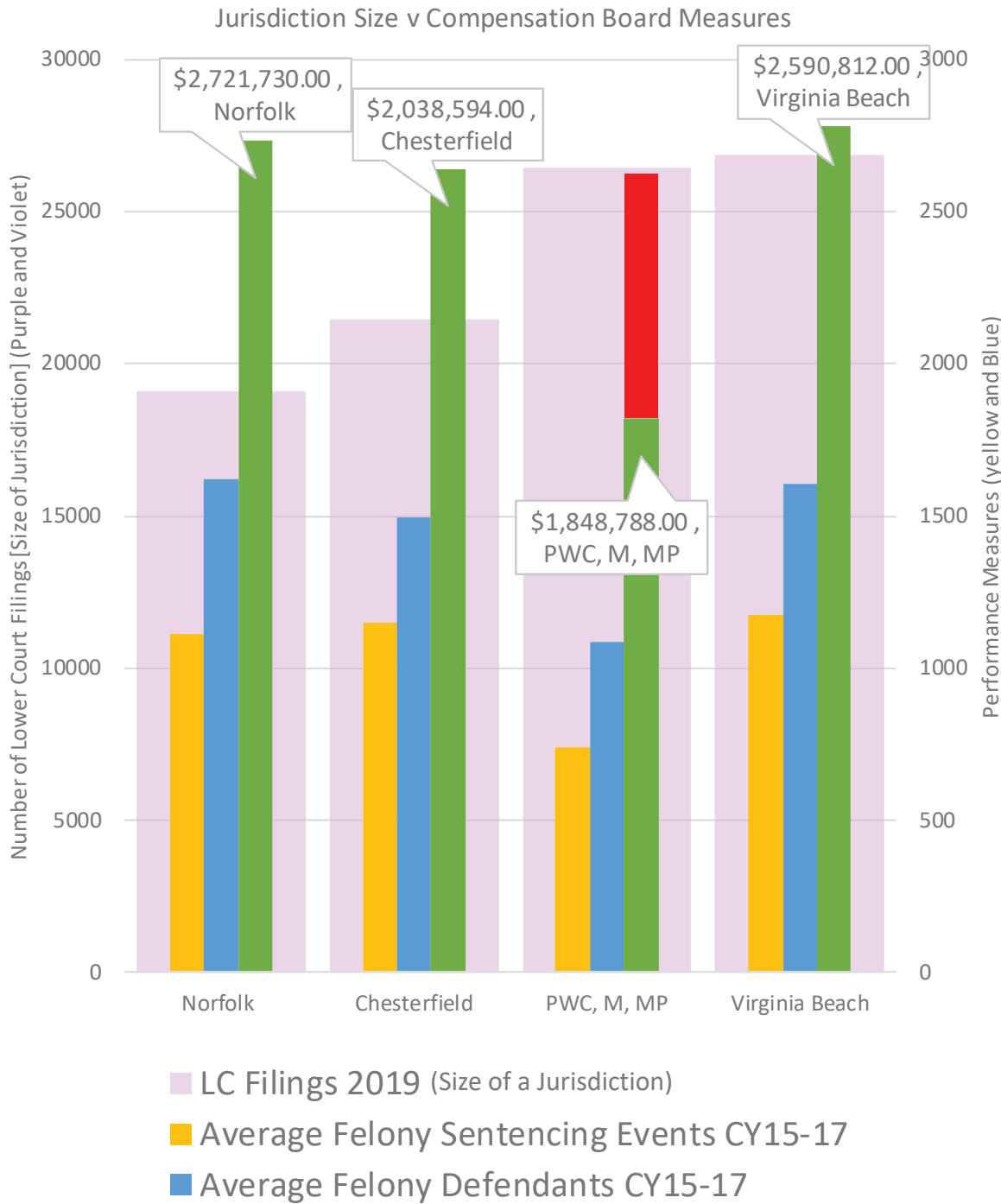


Similar Sized Offices Receive Additional State Funds

(Closest Three Offices in Size Represented)

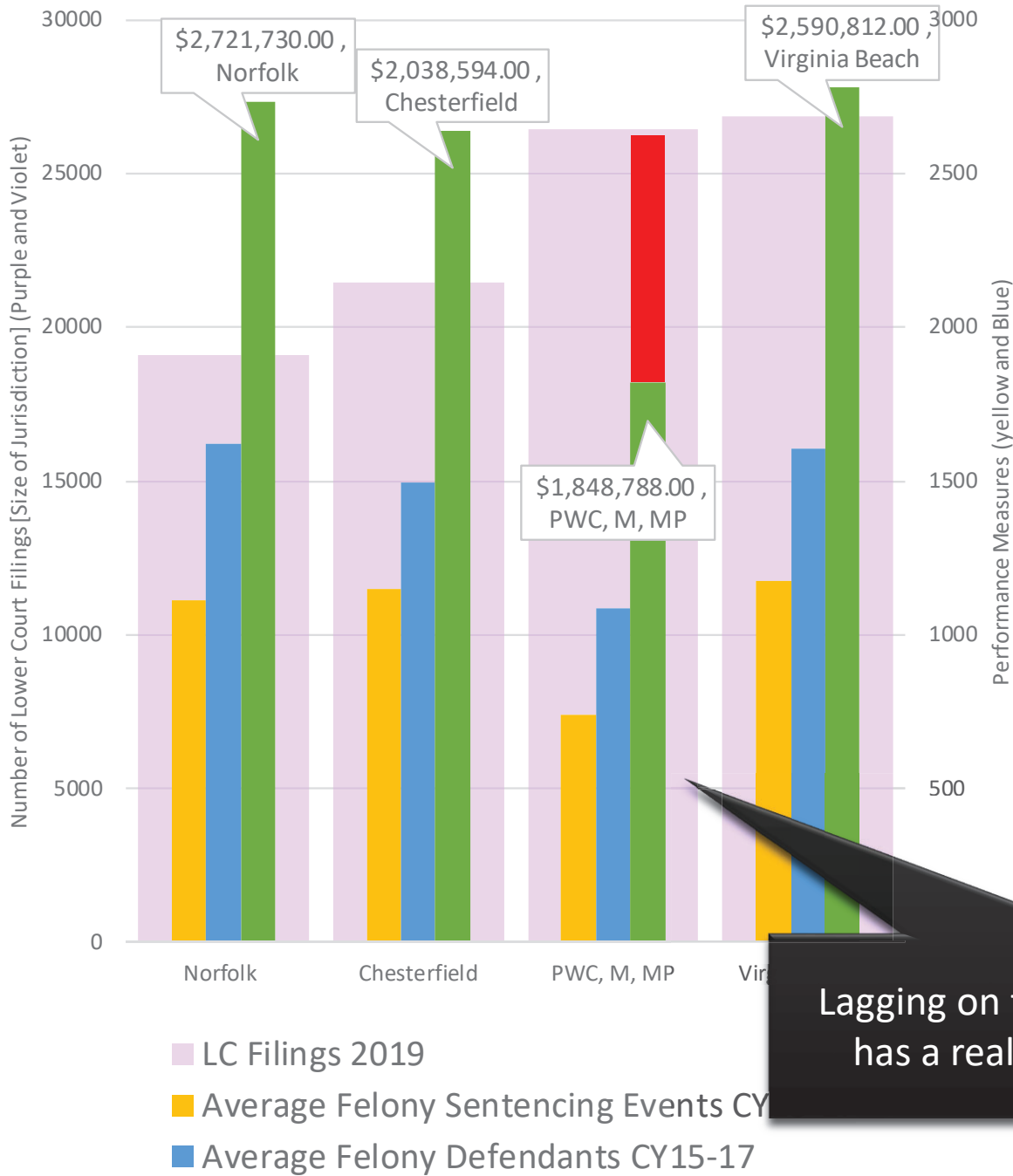
The Yellow and Blue Bars show a Jurisdiction's Compensation Board Performance Measures

The Green Bar indicates the sum of the Performance Measures



Prince William County is \$600,000.00 behind

Jurisdiction Size v Compensation Board Measures



Prince William County is \$600,000.00 behind

Lagging on these performance measures has a real impact on our community.

Compensation Board Performance Measures



Performance Measures are designed to narrowly quantify performance in mandated service areas.

Performance Measures indicate Prince William County prosecution function has been historically below par.

Prince William County is \$600,000.00 behind

Lagging on these performance measures has a real impact on our community.

Jury Sentencing Reform's Passed in the 2021 Legislative Session will increase the number of jury trials

Jury Trials are resource intensive.



Prosecutes ALL cases in Circuit Court

- \$600,000 deficit in state funding
- New Jury Sentencing Reform Will Lead to Additional Jury Trials
- Critical Public Safety Cases
- Public Interest Cases
- Civil matters

The most critical cases are brought before the Circuit Court and it is imperative that resources are made available for Circuit Court proceedings.

Prosecutes Misdemeanor Crimes in General District Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes Misdemeanor Crimes in Juvenile and Domestic Relations Court

- Domestic Violence Cases
- Other Misdemeanor Cases

Prosecutes ALL cases in Circuit Court

- \$600,000 deficit in state funding
- New Jury Sentencing Reform Will Lead to Additional Jury Trials
- Critical Public Safety Cases
- Public Interest Cases
- Civil matters

Traffic Cases

- Resource intensive

Forfeiture

Expungements

Other Mandated Services

Discovery

- 7c5
- Open File
- Generous Disclosure Policy
- Electronic Filing and Delivery

Prosecutes Felony Crimes in General District Court

Prosecutes Felony Crimes in Juvenile and Domestic Relations Court

Commonwealth's Attorney

Services for ALL victims of crimes

- Outreach to potential clients in recent years highly successful
- Number of services provided has increased significantly

Services for Victims requiring court support

- Case managers communicate with clients
- Victim cooperation often leads to successful prosecution
- Case managers exceed recommended number of clients

Commonwealth's Attorney

Why are we here?



Prosecutes Misdemeanor Crimes in General District Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes Misdemeanor Crimes in Juvenile and Domestic Relations Court

- Domestic Violence Cases
- Other Misdemeanor Cases

Prosecutes Felony Crimes in General District Court

Prosecutes Felony Crimes in Juvenile and Domestic Relations Court

Prosecutes ALL cases in Circuit Court

- \$600,000 deficit in state funding
- New Jury Sentencing Reform Will Lead to Additional Jury Trials
- Critical Public Safety Cases
- Public Interest Cases
- Civil matters

Traffic Cases

- Resource intensive

Commonwealth's Attorney

Why are we here?



Prosecutes
Misdemeanor Crimes
in General District
Court

- Driving Under the Influence Cases
- Other Misdemeanor Cases

Prosecutes
Misdemeanor Crimes
in Juvenile and
Domestic Relations
Court

- Domestic Violence Cases
- Other Misdemeanor Cases

Traffic Cases

- Resource intensive

Prosecutes Felony
Crimes in General
District Court

Prosecutes Felony
Crimes in Juvenile
and Domestic
Relations Court

Prosecutes ALL
cases in Circuit
Court

- \$600,000 deficit in state funding
- New Jury Sentencing Reform Will Lead to Additional Jury Trials
- Critical Public Safety Cases
- Public Interest Cases
- Civil matters

Why are we here?

Prosecuting misdemeanor and traffic cases is unsustainable at the current staffing levels.

Inaction or insufficient action will severely reduce services

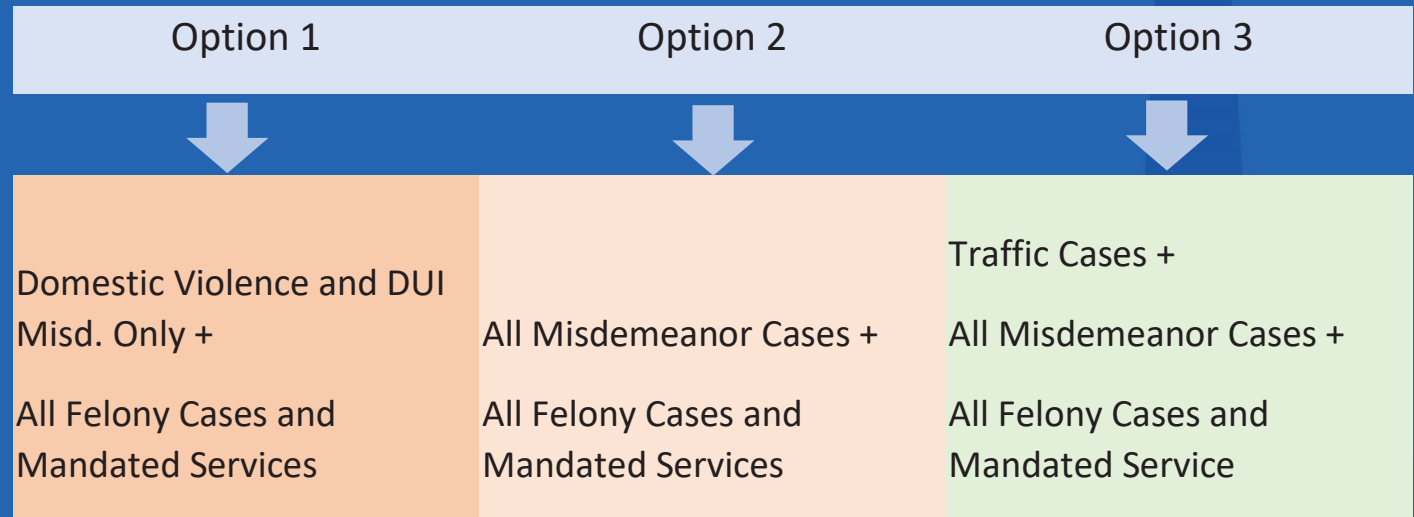
(No Action Taken)



Felony Cases and Mandated
Services Only



Options to avoid a reduction in services were presented to the County Executive



Inaction or insufficient action will severely reduce services

(No Action Taken)	Option 1	Option 2	Option 3
Felony Cases and Mandated Services Only	Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services	All Misdemeanor Cases + All Felony Cases and Mandated Services	Traffic Cases + All Misdemeanor Cases + All Felony Cases and Mandated Service

Personnel Needed

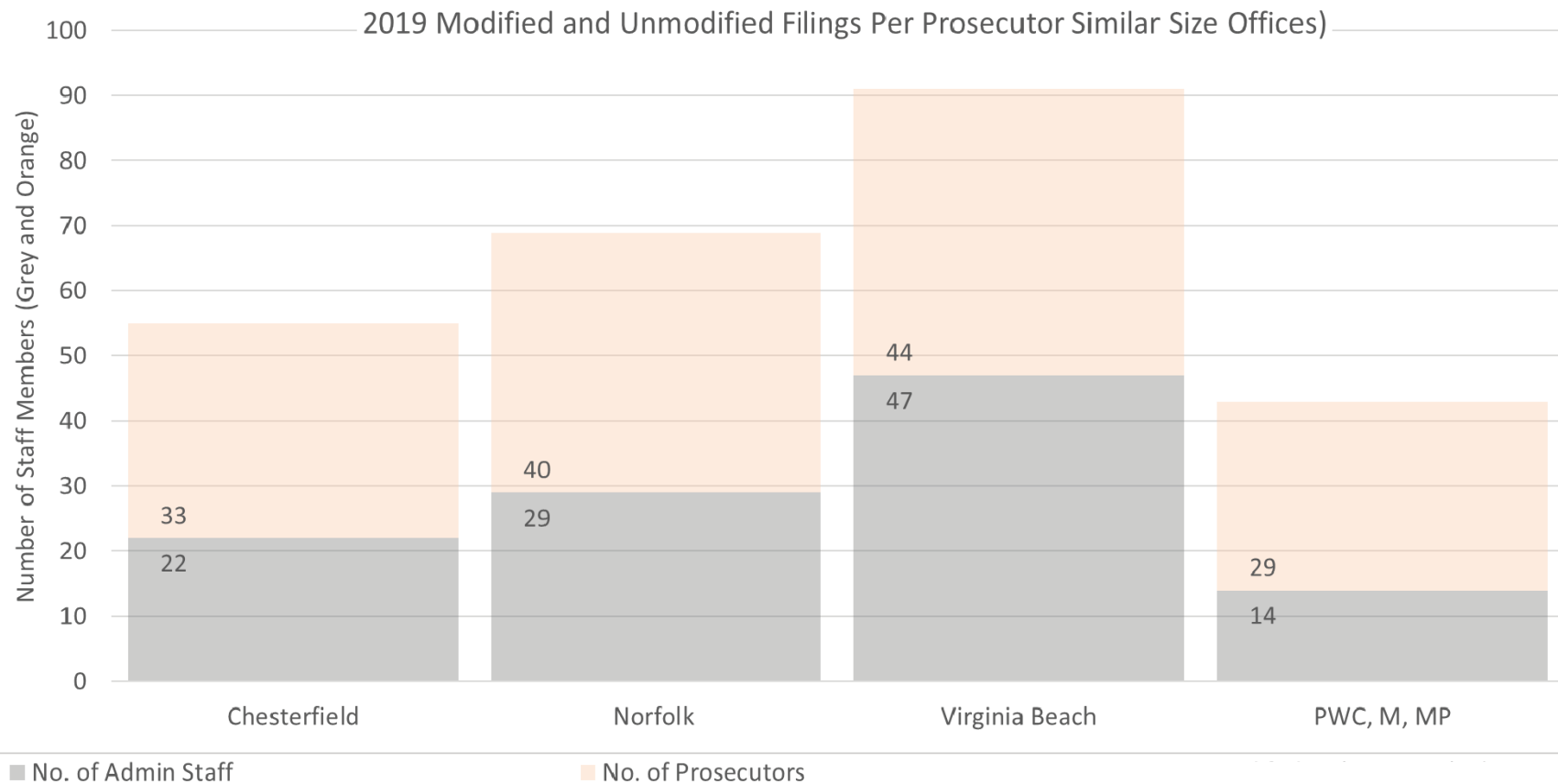
(No Action Taken)	Option 1	Option 2	Option 3
Felony Cases and Mandated Services Only	Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services	All Misdemeanor Cases + All Felony Cases and Mandated Services	Traffic Cases + All Misdemeanor Cases + All Felony Cases and Mandated Service
No Additional Staff	Total Additional Staff + 12 Attorneys; + 6 Admin Staff; + 5 Case Managers	Total Additional Staff + 18 Attorneys; + 7 Admin Staff + 5 Case Managers	Total Additional Staff +27 Attorneys; + 9 Admin Staff + 5 Case Managers

Personnel Needed

(No Action Taken)	Option 1	Option 2	Option 3
Felony Cases and Mandated Services Only	Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services	All Misdemeanor Cases + All Felony Cases and Mandated Services	Traffic Cases + All Misdemeanor Cases + All Felony Cases and Mandated Service
No Additional Staff	Total Additional Staff + 12 Attorneys; + 6 Admin Staff; + 5 Case Managers	Total Additional Staff + 18 Attorneys; + 7 Admin Staff + 5 Case Managers	Total Additional Staff +27 Attorneys; + 9 Admin Staff + 5 Case Managers

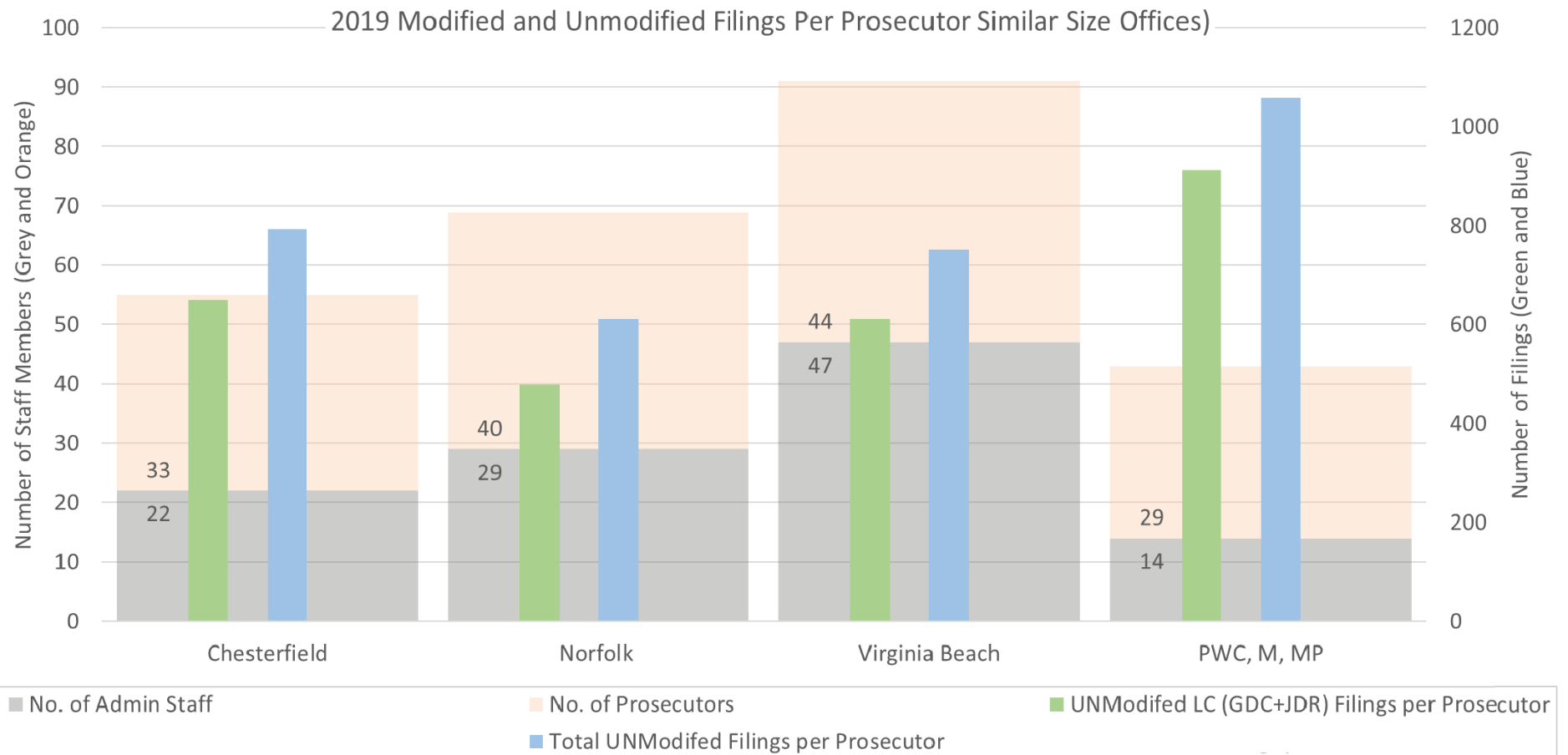
Detailed research on personnel needs and comparisons with other offices available

Similar Sized Offices have far more Prosecutors and Staff



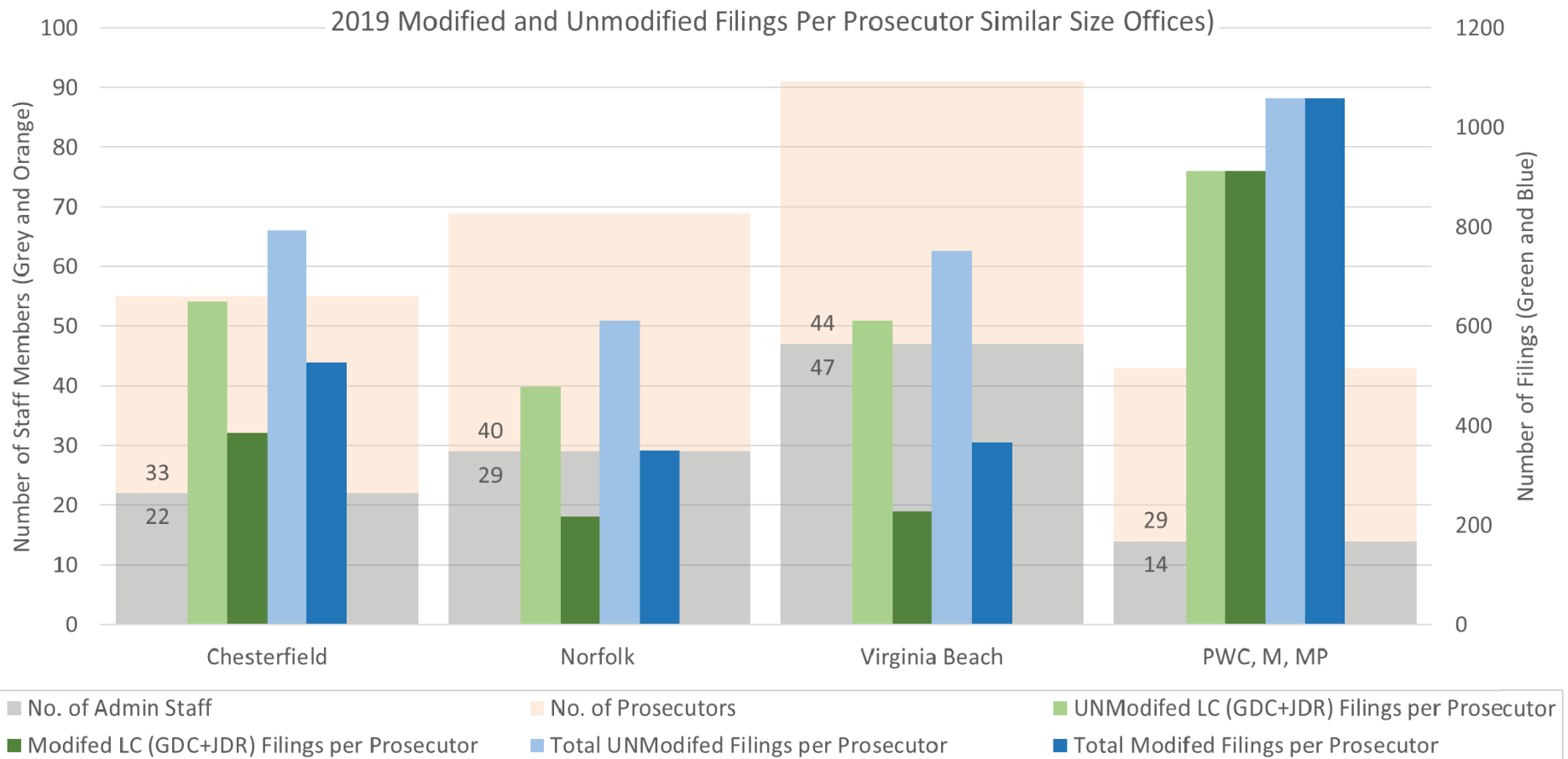
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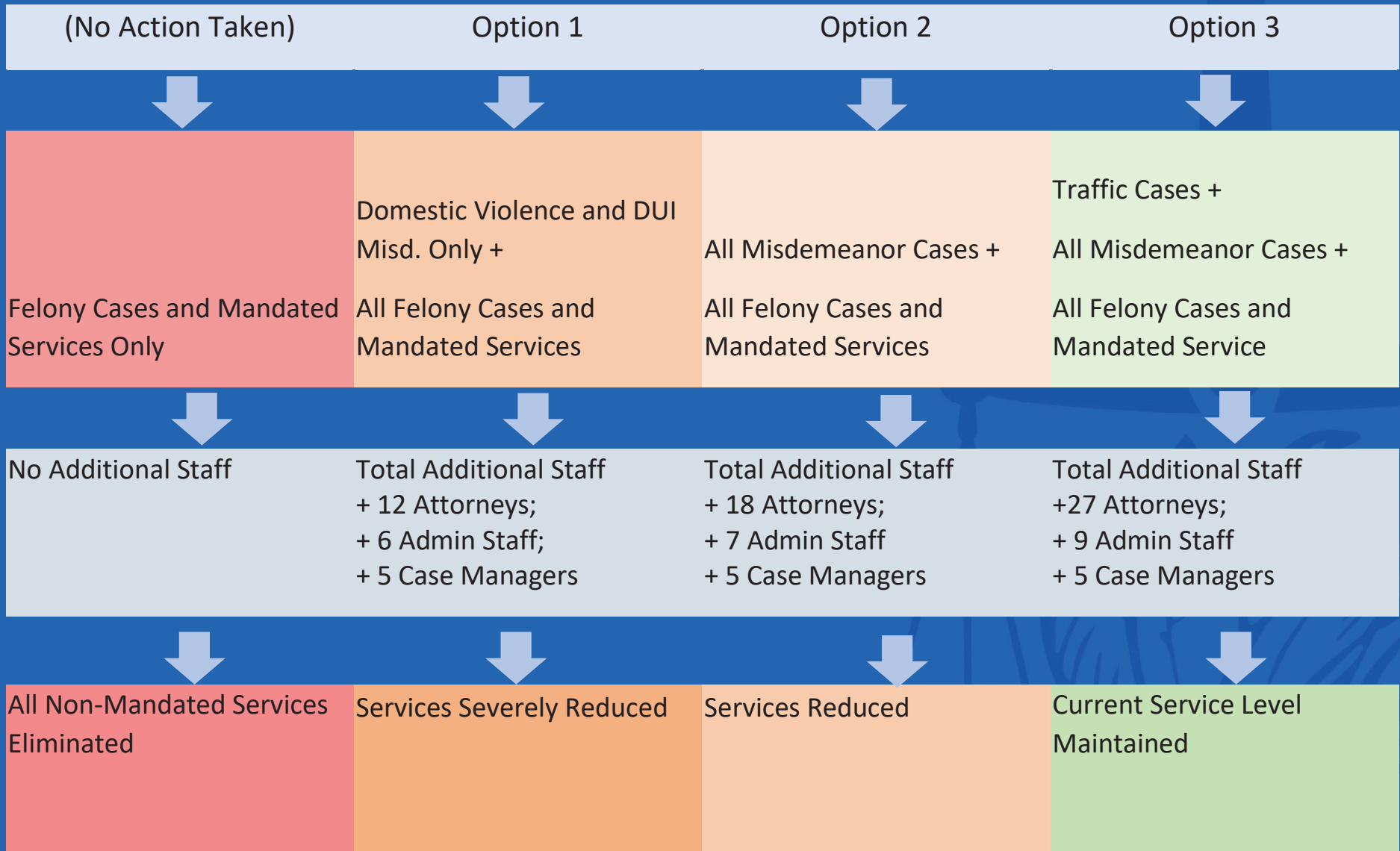
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Similar Sized Offices have far more Prosecutors and Staff



Detailed research on personnel needs and comparisons with other offices available

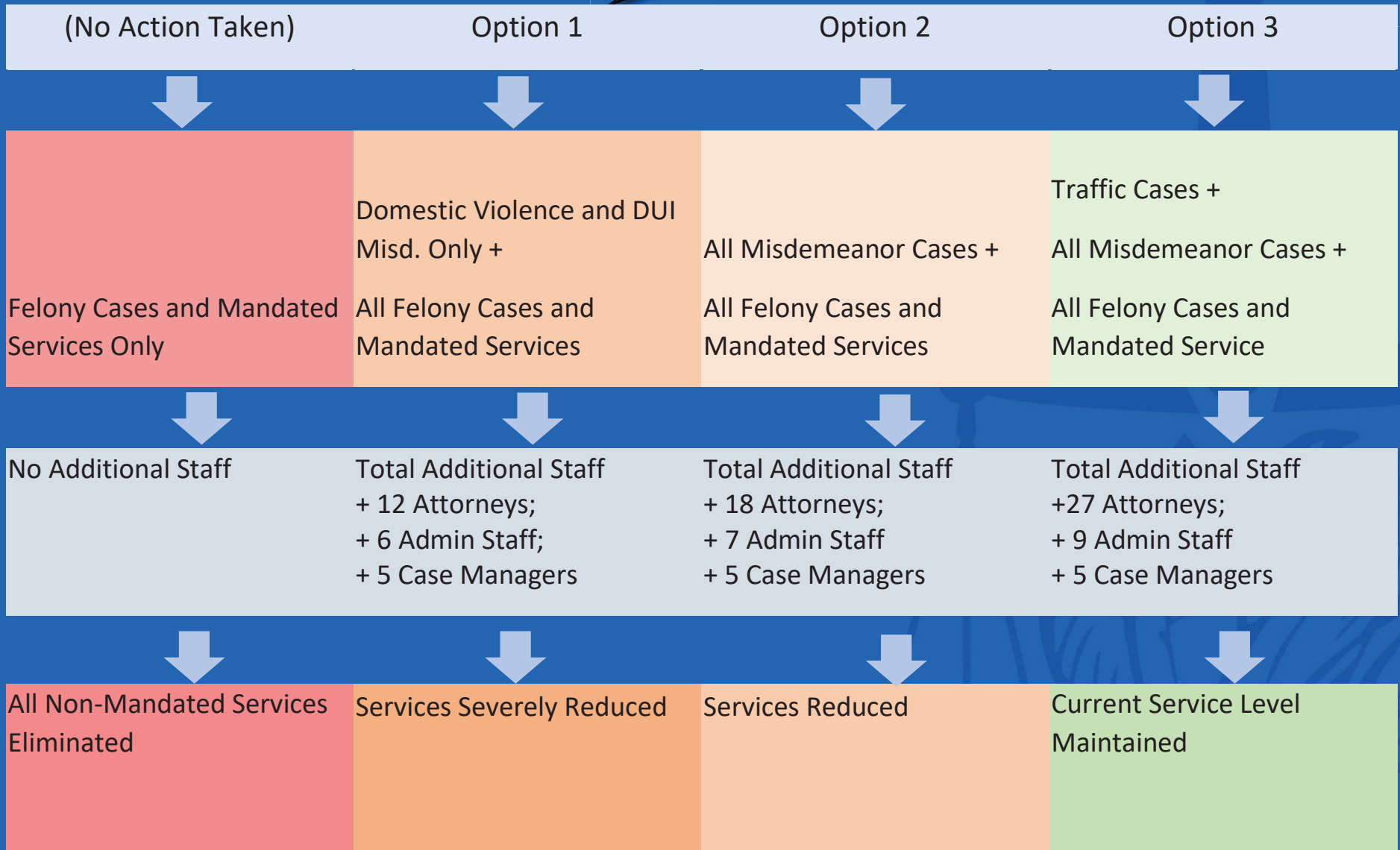
Impact on Services Provided



Impact on Services Provided

Option 1 is the bare minimum.

DUI and Domestic Violence services should be continued.



Current Recommendation

CXO FY22 Recommendation



Felony Cases and Mandated Services Only



Total FY22 Additional Staff
+ 2 Attorneys

+2
Attorneys/Year
for 8 total by
FY2026



All Non-Mandated Services
Eliminated



Current Recommendation v. Minimum

CXO FY22 Recommendation

Option 1

Felony Cases and Mandated Services Only

Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services

Total FY22 Additional Staff + 2 Attorneys

Total Additional Staff + 12 Attorneys; + 6 Admin Staff; + 5 Case Managers

+2 Attorneys/Year for 8 total by FY2026

All Non-Mandated Services Eliminated

Services Severely Reduced



Current Recommendation v. Minimum

CXO FY22 Recommendation

Option 1

Felony Cases and Mandated Services Only

Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services

These positions will be needed by July 1st, 2021

Total FY22 Additional Staff + 2 Attorneys

Total Additional Staff + 12 Attorneys; + 6 Admin Staff; + 5 Case Managers

All Non-Mandated Services Eliminated

Services Severely Reduced

Current Recommendation v. Minimum

CXO FY22 Recommendation

Option 1

Felony Cases and Mandated Services Only

Domestic Violence and DUI Misd. Only +
All Felony Cases and Mandated Services

These positions will be needed by July 1st, 2021

Total FY22 Additional Staff
+ 2 Attorneys

Total Additional Staff
+ 12 Attorneys;
+ 6 Admin Staff;
+ 5 Case Managers

The recommendation is severely insufficient

All Non-Mandated Services Eliminated

Services Severely Reduced

CXO FY22 Recommendation



Felony Cases and Mandated Services Only

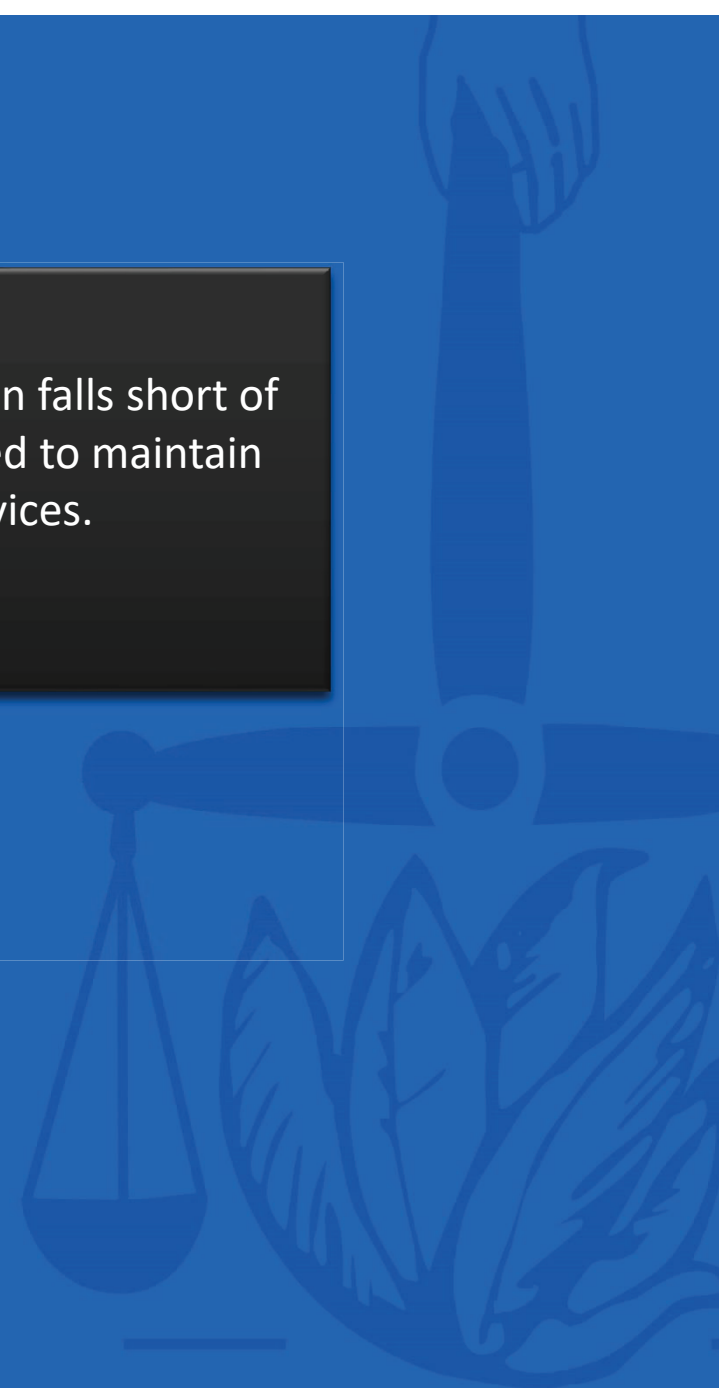


Total FY22 Additional Staff
+ 2 Attorneys



All Non-Mandated Services
Eliminated

This recommendation falls short of the positions needed to maintain critical services.



A phased implementation (3 years) of this plan would be sufficient to provide the most essential services

Option 1

Domestic Violence
and DUI Misd. Only +
All Felony Cases and
Mandated Services

Total Additional Staff
+ 12 Attorneys;
+ 6 Admin Staff;
+ 5 Case Managers

Services Severely
Reduced



A phased implementation (3 years) of this plan would be sufficient to provide the most essential services

Option 1

Domestic Violence and DUI Misd. Only + All Felony Cases and Mandated Services

Total Additional Staff
+ 12 Attorneys;
+ 6 Admin Staff;
+ 5 Case Managers

Services Severely Reduced

FY22	FY23	FY24
+5 Attorneys	+4 Attorneys	+3 Attorneys
+3 Admin Staff	+2 Admin Staff	+1 Admin Staff
+1 Case Manager	+2 Case Manager	+3 Case Manager

Option 1



Domestic Violence
and DUI Misd. Only +
All Felony Cases and
Mandated Services



Total Additional Staff
+ 12 Attorneys;
+ 6 Admin Staff;
+ 5 Case Managers



Services Severely
Reduced

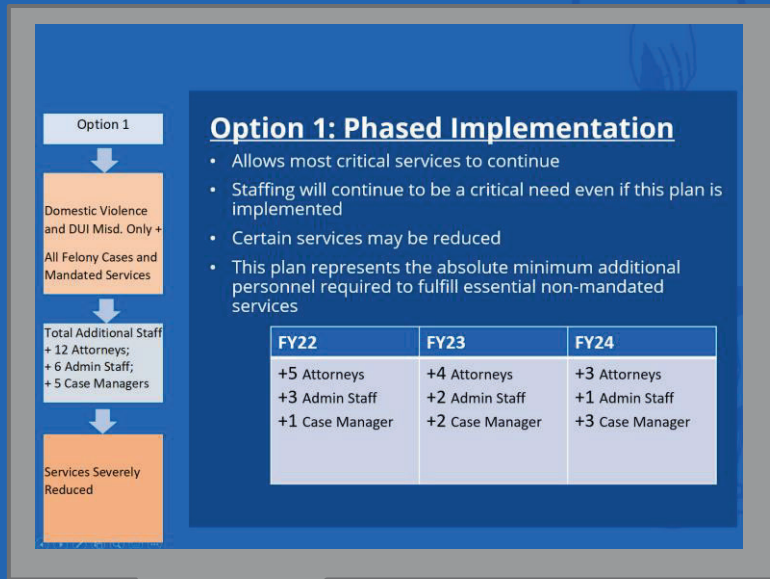
Option 1: Phased Implementation

- Allows most critical services to continue
- Staffing will continue to be a critical need even if this plan is implemented
- Certain services may be reduced
- This plan represents the absolute minimum additional personnel required to fulfill essential non-mandated services

FY22	FY23	FY24
+5 Attorneys	+4 Attorneys	+3 Attorneys
+3 Admin Staff	+2 Admin Staff	+1 Admin Staff
+1 Case Manager	+2 Case Manager	+3 Case Manager

**Thank you for your time.
It is an honor to serve our Community.**





**Thank you for your time.
It is an honor to serve our Community.**

Please help us continue to do so in every way we can.



PRINCE WILLIAM
COUNTY

Judicial Services

Juvenile and Domestic Relations District Court

General District Court

Circuit Court Clerk's Office

Judges Chambers

Public Defender's Office

Commonwealth's Attorney

Human Services: *Transforming Lives*



PRINCE WILLIAM
————— COUNTY —————

CIP Work Session
March 9, 2021
Social Services

DSS' Juvenile Services Division



DSS Division in which all youth are court ordered by the 31st District Juvenile and Domestic Relations Court

- Juvenile Detention Center – youth are placed in a secure facility*
- Judge Patrick Molinari Shelter for Youth – youth are placed in a non-secure facility**
- Pre-Trial Supervision – youth are at home and supervised

Cities participate per diem per child

*Youth in state custody from Northern Virginia may also be placed at the JDC: Community Placement Program

**Youth in local foster care custody may stay at Molinari while placement is being located

Juvenile Services Center Detention



Who are the youth detained at the JDC?

- >9 and <18
- Male and Female
- Avg. 32 days
- Assault, Larceny, and Narcotics – most common offenses
- State custody program for 8 males (Community Placement Program) longer stays

Juvenile Services Detention Facility Timeline



- 1978 Building built based on BOCS decision to have a local JDC
- 1997 Renovated to increase capacity 72 beds (“scared straight” model)
- 2014 Significant Juvenile Justice Changes (Evidence-Based practice)
Reduce, Reform, Replace, Sustain
- 2017 BOCS approved the funding for a Needs Assessment recognizing the age of the facility
- 2019 BOCS accepted and DJJ Board approved the Needs Assessment Planning Study funded
- 2020 BOCS accepted and DJJ Board approved the Planning Study (September)
- 2022 CIP includes Design

Needs Assessment Recommendations

<p style="text-align: center;"><u>Security</u></p> <ul style="list-style-type: none">○ Separation of youth○ Lobby does not have room for metal detector or search/pat down of visitors○ Poorly functioning sallyport and intake area	<p style="text-align: center;"><u>Heath & Safety</u></p> <ul style="list-style-type: none">○ Kitchen and laundry space is inefficient○ Needs a separate medical cell with a negative pressure ventilation system○ Poor shower design
<p style="text-align: center;"><u>Programming</u></p> <ul style="list-style-type: none">○ Lack of private space for consultation with families, probation, legal, mental health/sub. abuse treatment○ Trauma-informed care○ Employment skills training	<p style="text-align: center;"><u>Transformation Efforts</u></p> <ul style="list-style-type: none">○ Current design doesn't align with VA DJJ transformation trends○ Functional obsolescence – current design in direct conflict with trauma-informed and evidence-based designs

Planning Study Recommendations

Facility	Current Bed Capacity	Proposed Bed Capacity
JDC DSS proposal	72	48 32*
Molinari Youth Shelter	15	20
		*24 + 8 CPP

Juvenile Services Center

- Increase efficiencies by adding Molinari Shelter and Division Offices
 - Shared food services
 - Shared laundry
 - Shared medical staff
 - Shared recreation space
 - Cross train staff to use based on census
- Trauma-Informed Design

DJJ Board accepted the Planning Study, Bed Capacity and location is up to local elected body.
Detention Alternatives are sought by multi-disciplinary team to include the JDRC

Juvenile Justice System Improvement Project preliminary recommendations:

1. A Youth Reception Center: Day Treatment Services
2. Expanded Restorative Justice Programs
3. Pre-Trial Diversion Programs and Services
4. Transition Programs and Services
5. Less Secure Safe Resident Programs

Members J&DR Court Judge, PWCS, PWCS Youth, and staff from: JCSU, PWCS and PWC CS/DSS/Human Rights/PD .

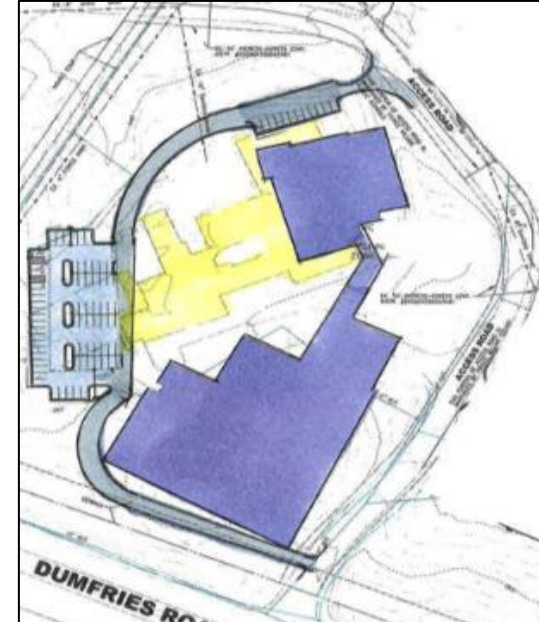
Juvenile Services Center FY22-26 CIP Schedule



- February 2021 proposed FY22 CIP presented, and design funding requested for JDC
- March 2021 Work Session
- May-August 2021 if FY22 CIP funding is allocated, issue RFP for architectural/engineering phase of project
- September 2021 begin facility design
- January 2022 design 20/30% complete
- Dec. 2021/Jan. 2022 lobby General Assembly during development of Commonwealth's FY22/23 and FY23/24 biennial budget for 50% reimbursement
- November 2022 design completed
- April 2023 plan review/construction RFP complete
- May/June 2023 award construction contract and begin construction
- April/May 2025 occupy facility

Juvenile Services Center Summary

- Constructed in 1978 (renovation in 1997)
- 41,000 s.f. (32 beds) services center/
19,000 square-foot youth shelter
- Needs Assessment & Planning Study
- March work session
- Project cost including youth shelter: \$43.6M
 - FY22 capital appropriation (design): \$3.0M
 - Debt service begins FY24 (\$3.0M/year)
- State moratorium on reimbursements
- Request 50% State reimbursement during next year's legislative session



Questions?

