



2016 ANNUAL REPORT

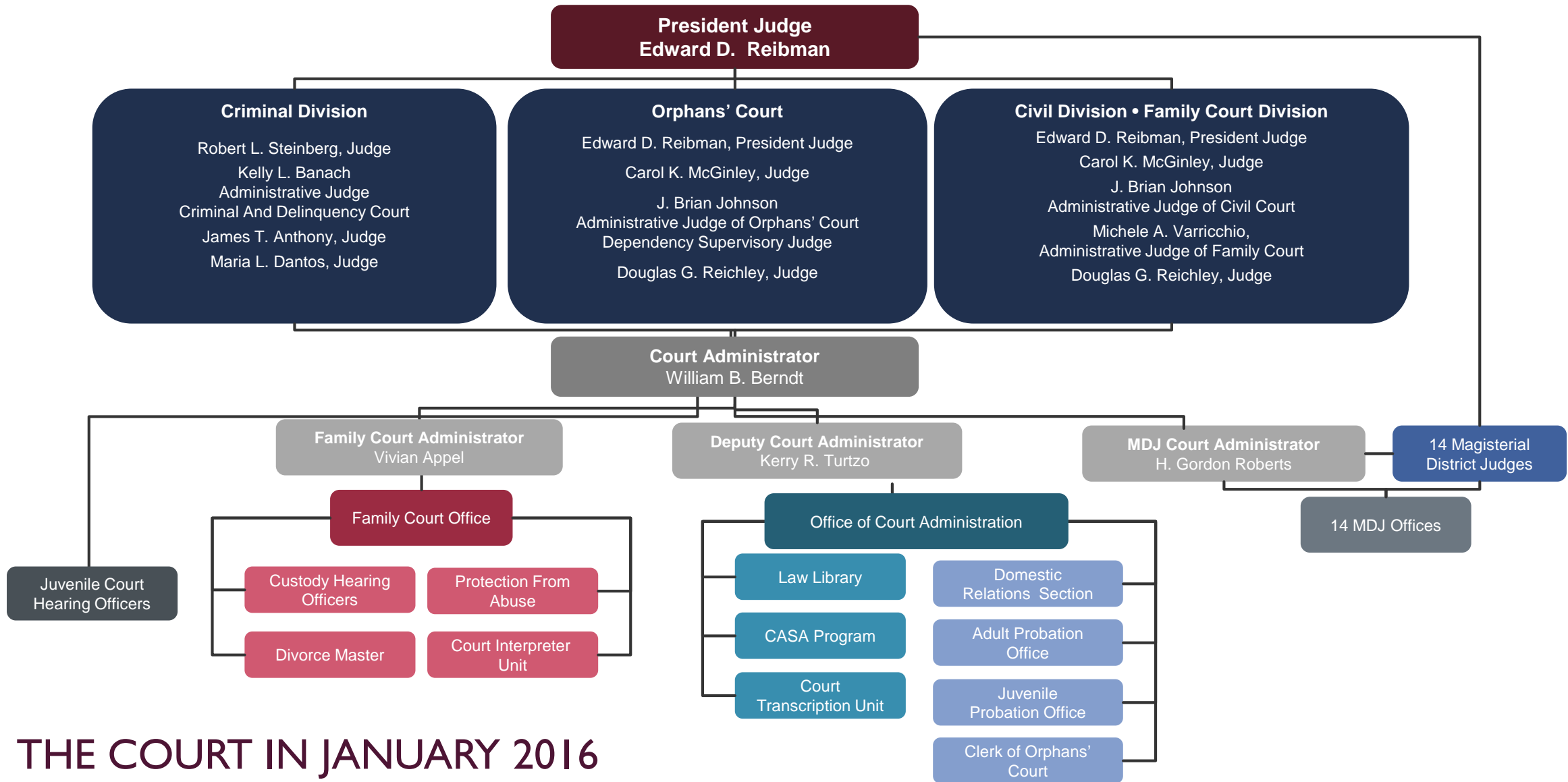
COURT OF COMMON PLEAS OF LEHIGH COUNTY



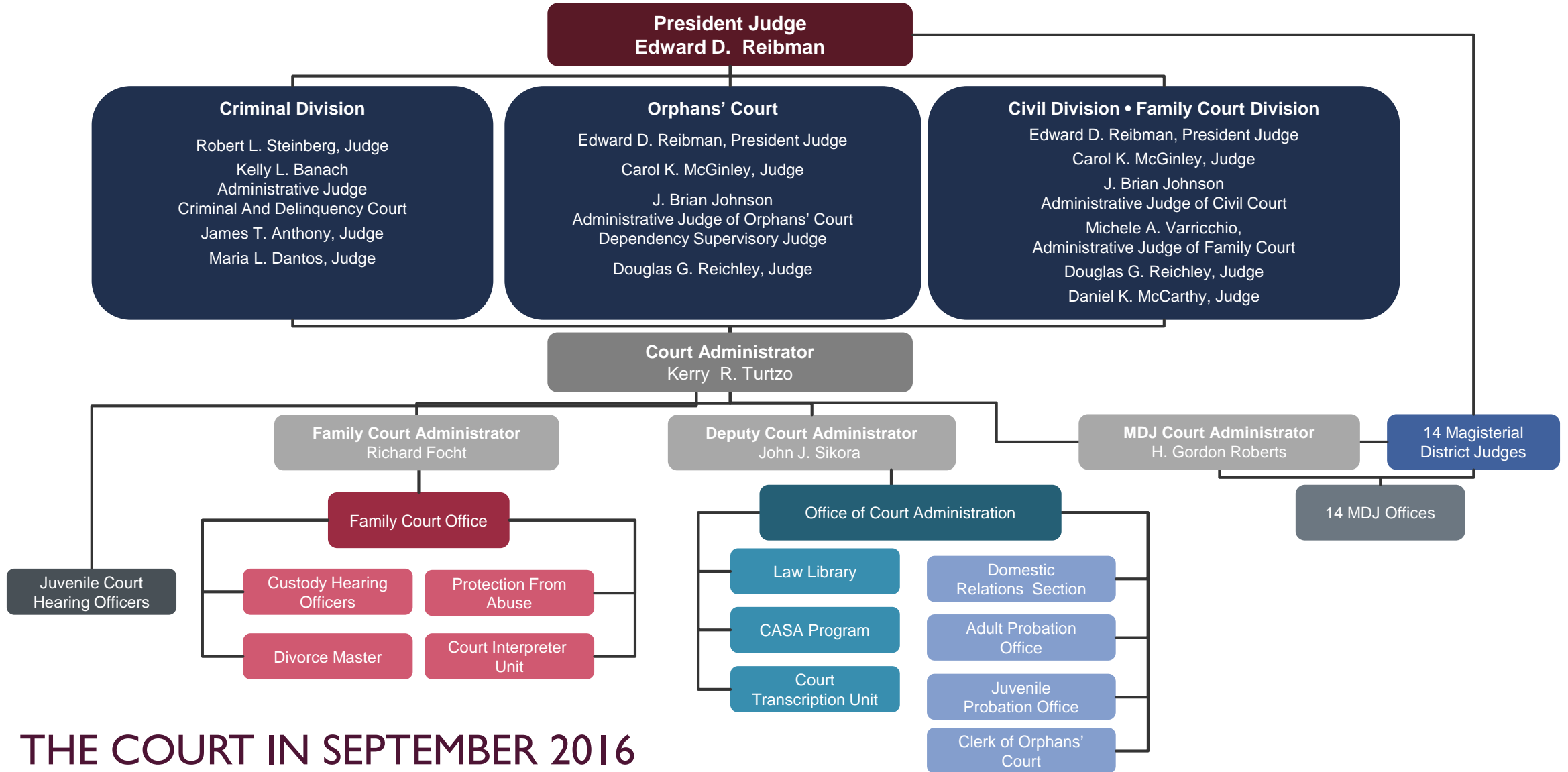


JUDGES SERVING THE COURT OF COMMON PLEAS IN 2016

**Judge Carol K. McGinley
Judge Edward D. Reibman
Judge Robert L. Steinberg
Judge J. Brian Johnson
Judge Kelly L. Banach
Judge James T. Anthony
Judge Maria L. Dantos
Judge Michele A. Varricchio
Judge Douglas G. Reichley
Judge Daniel K. McCarthy**



THE COURT IN JANUARY 2016



THE COURT IN SEPTEMBER 2016



COURT ADMINISTRATION



COURT ADMINISTRATION

OFFICE OF THE COURT ADMINISTRATOR

2016 began with District Court Administrator, William B. Berndt, and Deputy Court Administrator, Kerry R. Turtzo, responsible for supervision of all court-related departments of the Judiciary. In June, William Berndt retired and Kerry R. Turtzo was appointed District Court Administrator. Later in 2016, John J. Sikora, formerly the Chief Adult Probation Officer, was appointed to the Deputy Court Administrator post.

The responsibility of the Court Administrator is to manage the non-judicial functions of the Court under the guidance of the President Judge. The complexity of the modern court requires the delegation of administrative functions to the Court Administrator. The Court Administrator increases judges' time for adjudication by accomplishing the administrative functions of the Court. In Lehigh County, Jury Management, the Court Transcription Unit, Library Information Services and the CASA program are considered components of Court Administration.

FUNCTIONS

- Personnel
- Fiscal Management
- Calendar & Scheduling Management
- Jury Management
- Information Systems
- Facilities Management
- Equipment & Technology Management
- Legal Resource Procurement
- Records Control
- Public Information

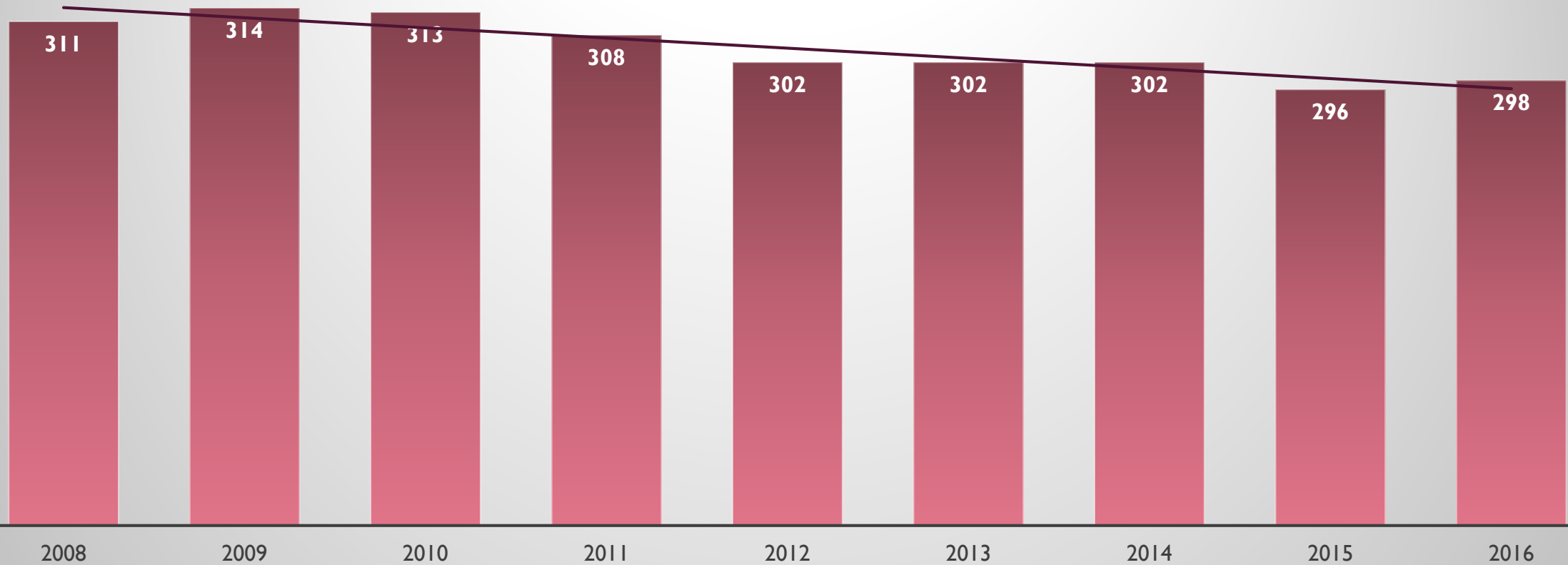
PERSONNEL

JUDICIAL EMPLOYEES BY DEPARTMENT

Year	2008	2009	2010	2011	2012	2013	2014	2015	2016
Court Administration	87	86	85	84	83	83	83	76	76
Adult Probation	49	51	51	51	50	50	50	52	54
Juvenile Probation	40	40	40	38	49	49	49	48	48
Special Probation	11	11	11	11	0	0	0	0	0
Orphans' Court	6	6	6	6	6	6	6	6	6
Domestic Relations	62	64	64	62	62	62	62	62	62
District Judge	53	53	53	53	51	51	51	51	51
Law Library	3	3	3	3	1	1	1	1	1
Total	311	314	313	308	302	302	302	296	298

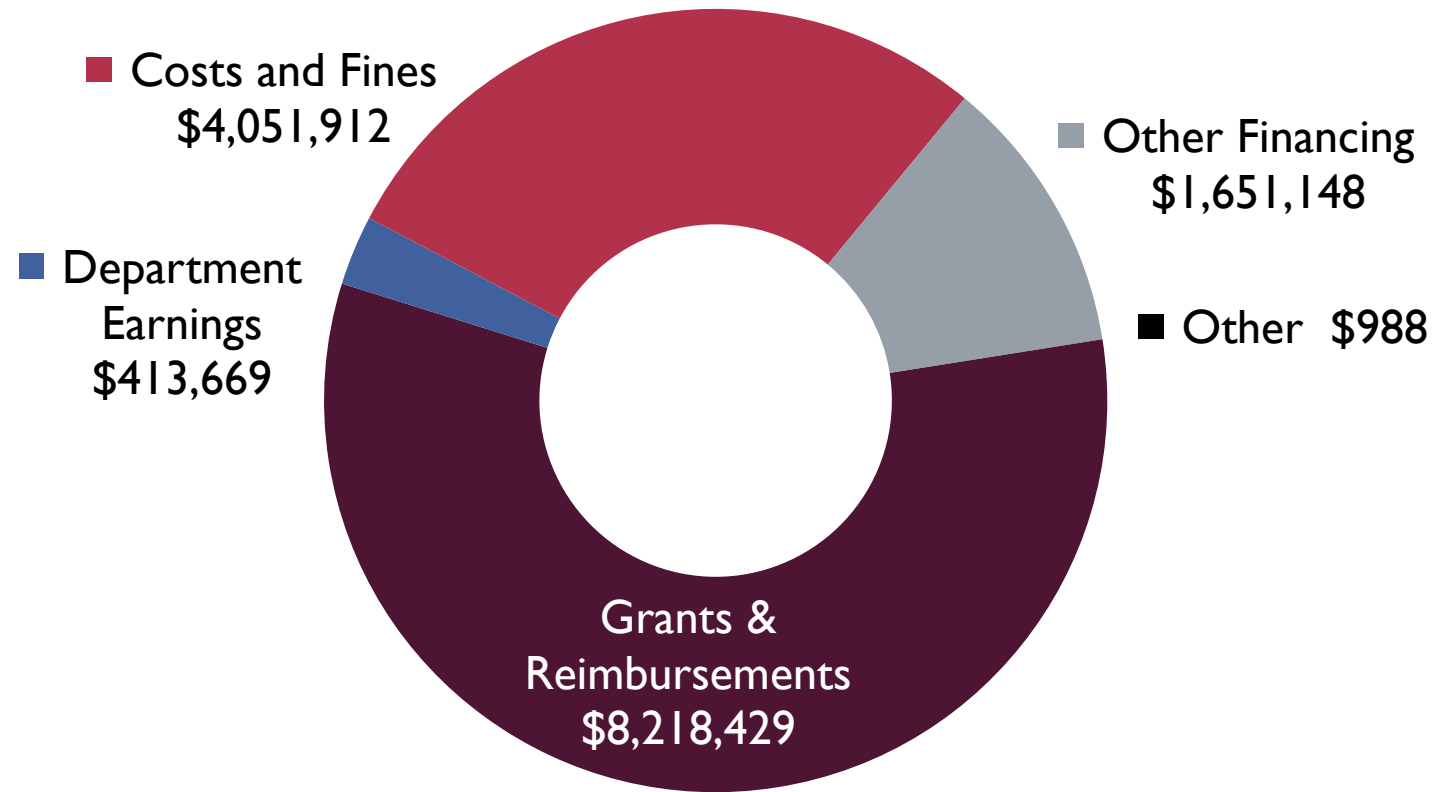
PERSONNEL

TOTAL JUDICIAL PERSONNEL



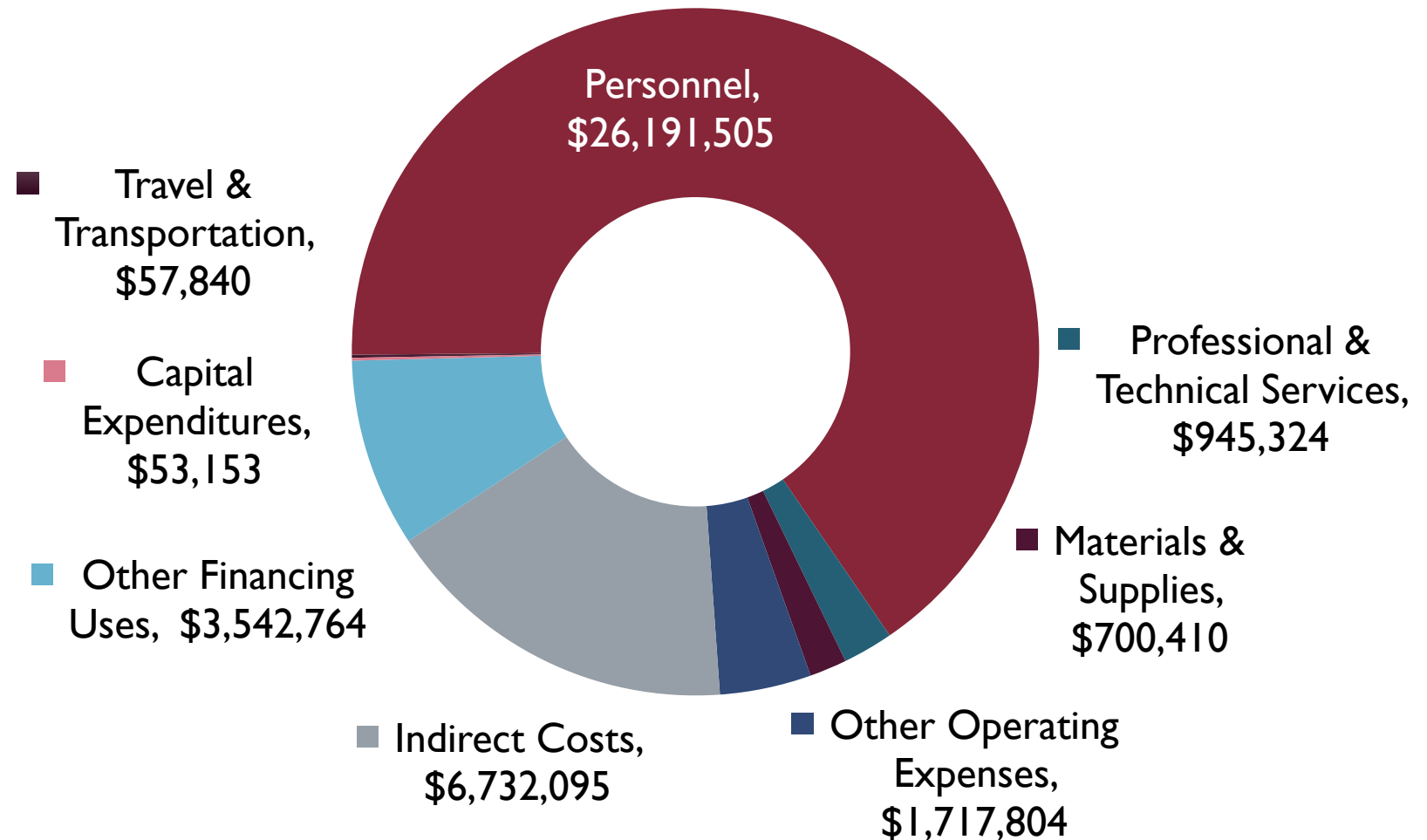
FISCAL MANAGEMENT

2016 COURT REVENUE



FISCAL MANAGEMENT

2016 COURT EXPENSES



GRANT FUNDING

THE COURT OF COMMON PLEAS PURSUES FEDERAL AND STATE GRANTS TO OFFSET THE COSTS OF COURT PROGRAMS.

1

Most grant funding is available in the areas of Adult and Juvenile Probation and is often earmarked for the creation of new programs.

3

The Juvenile Probation Department works closely with the Lehigh County Office of Children and Youth to produce a “needs-based” budget maximizing state assistance to the Court.

2

Adult Probation receives state funding based on the rate of compliance with state-wide standards for probation operations. Currently the Lehigh County Adult Probation Department receives the maximum in state funding.

4

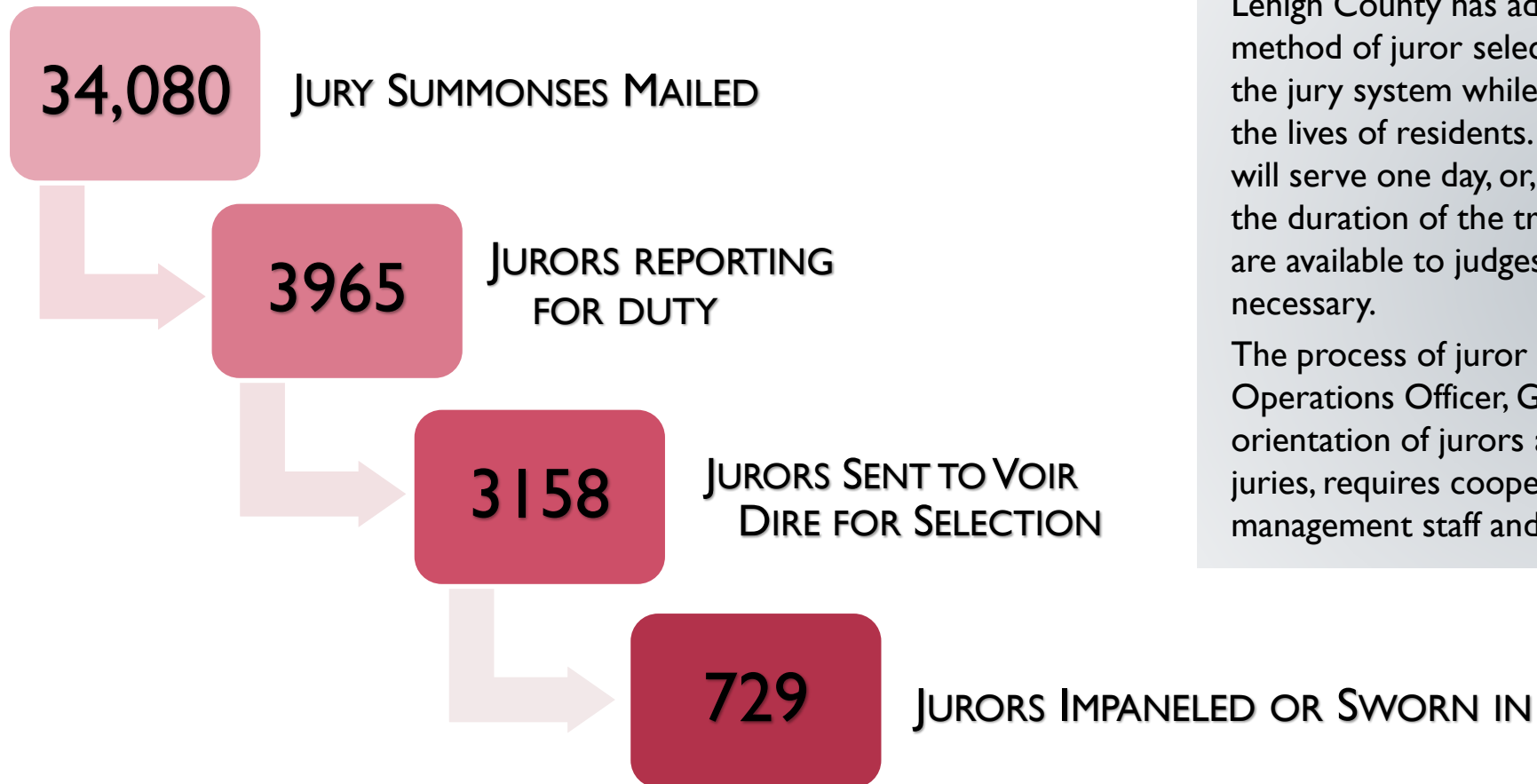
The Court is reimbursed in the form of services at state youth institutions and funding for some delinquent youth placement expenditures.

GRANT FUNDING

2016 CRIMINAL JUSTICE ADVISORY BOARD GRANT ACTIVITIES

Project Title	Grant	Grant Amount	Department	Status
Drug/Alcohol Restrictive Intermediate Punishment/Adult Probation Intermediate Program Enhancement	PCCD	\$90,437	SCA/Adult Probation	Awarded
Grant-In-Aid Continuing Program for the Improvement of Adult Probation Services	PBPP	\$603,846	Adult Probation	Awarded
Grant-In-Aid/Juvenile Justice System Enhancement Strategy Implementation Plan	JCJC	\$467,389	Juvenile Probation	Awarded
Disproportionate Minority Contact	PCCD	\$35,248	Juvenile Probation	Awarded
Juvenile Court Judges' Commission Training Grant	JCJC	\$23,900	Juvenile Probation	Awarded

JURY MANAGEMENT 2016



Lehigh County has adopted the “one day, one trial” method of juror selection to increase the efficiency of the jury system while making a minimal imposition on the lives of residents. Citizens selected for jury duty will serve one day, or, if selected for a jury, will serve the duration of the trial. This method ensures juries are available to judges and keeps only those jurors necessary.

The process of juror selection is supervised by Court Operations Officer, Gayle Fisher. The reception and orientation of jurors and selection and control of juries, requires cooperation between jury management staff and courtroom staff.

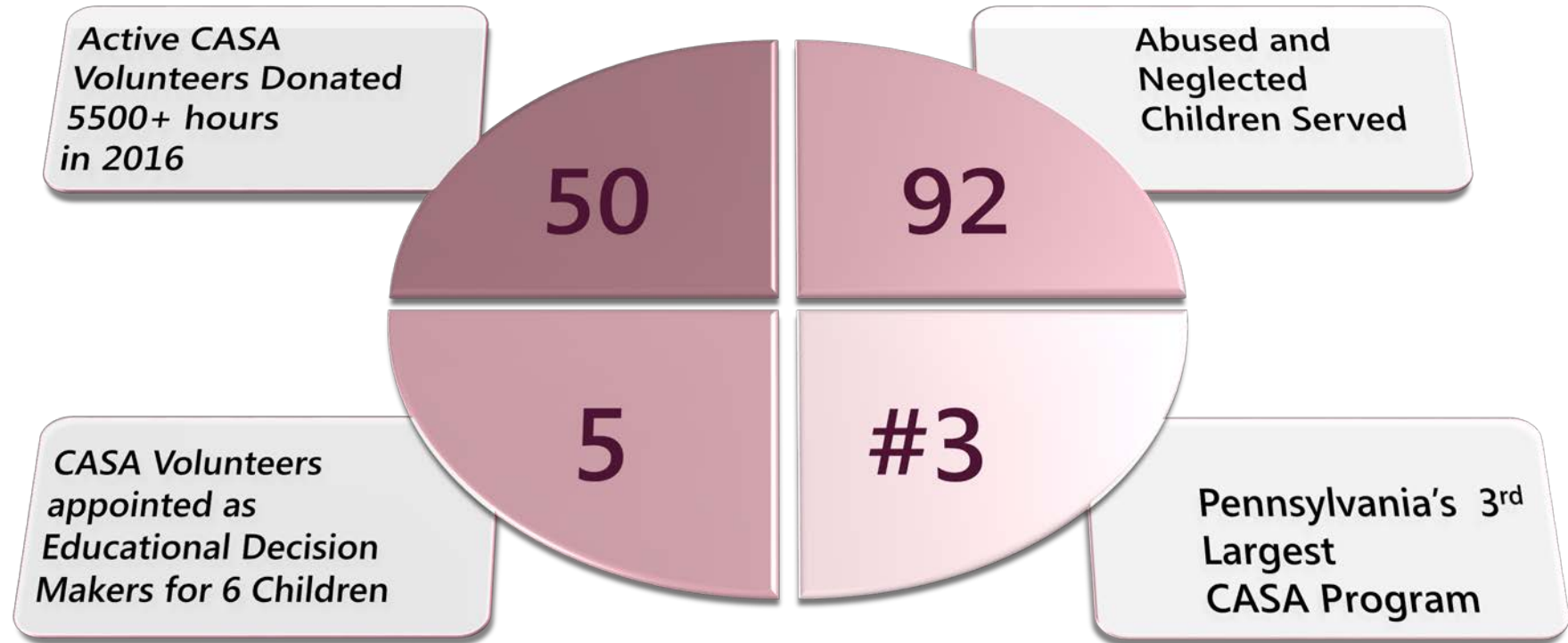
COURT APPOINTED SPECIAL ADVOCATE

The Lehigh County Court Appointed Special Advocate (CASA) Program provides consistent, credible and trained volunteers who advocate for Lehigh County's abused and neglected children in Juvenile Dependency Court in accordance with the Pennsylvania Juvenile Act (Title 42 Pa.C.S. § 6301 et. seq.). These CASA volunteers serve as the "eyes and ears" of the Court and are appointed to the most complicated dependency cases.



COURT APPOINTED SPECIAL ADVOCATE

CASA BY THE NUMBERS



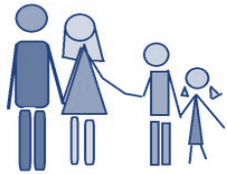
CASA PERMANENT HOMES 2016

1



Child
Aged Out of
Foster Care
With a
Transition Plan

2



Kinship Care
Solutions
Found

12



Children were
Reunited with
Biological
Family

9

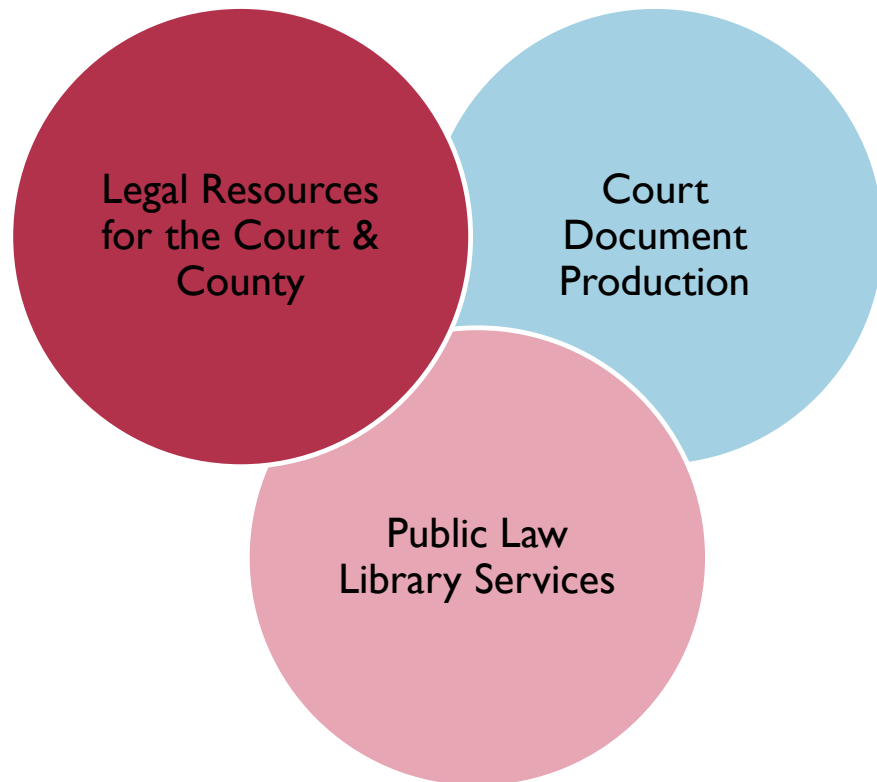


Children were
Adopted

A **CASA** volunteer's objective is to assist the Court in making decisions that will provide safe, secure and permanent homes for at-risk children. A **CASA** representative attends every hearing for their children. **CASA** volunteers aid the court by submitting written reports making recommendations in the best interest of the child.

LIBRARY INFORMATION SERVICES

LEHIGH COUNTY LAW LIBRARY'S TRIPLE MISSION

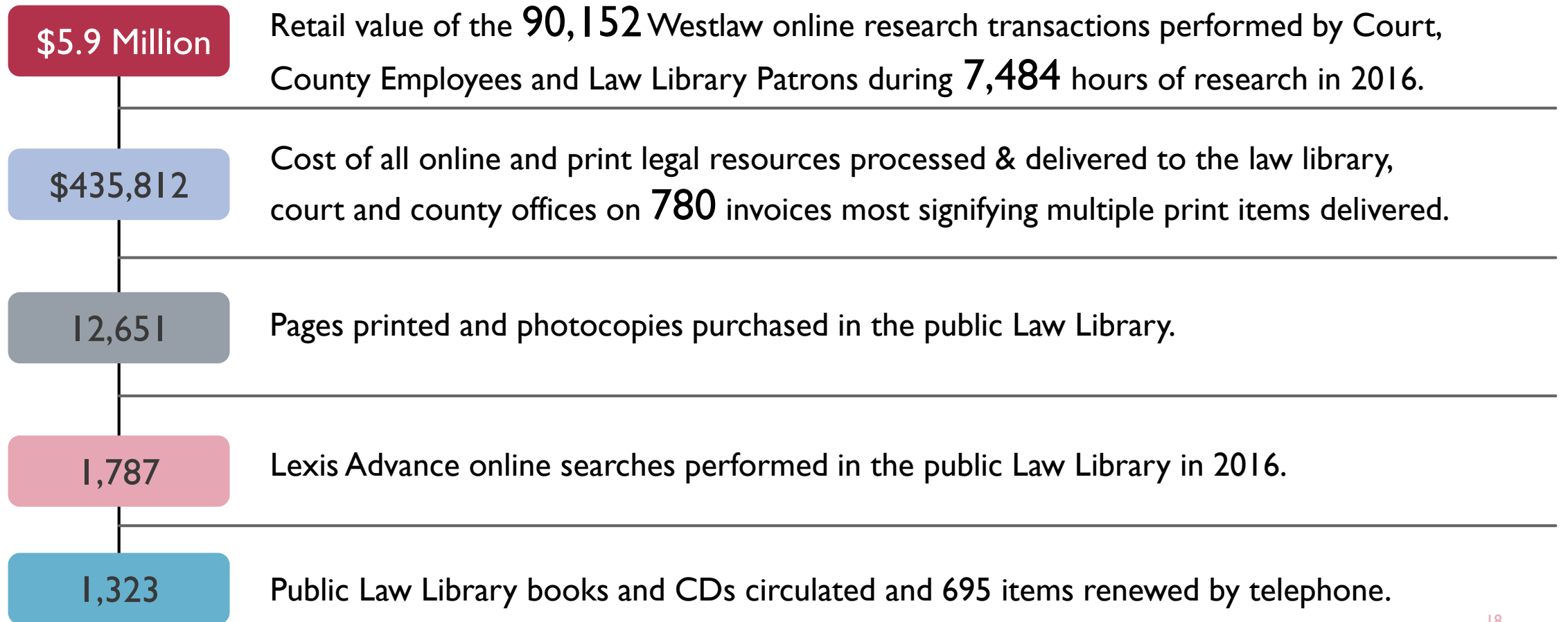


Founded in 1869, the Lehigh County Law Library fills a critical niche in the community.

Lorelei A. Broskey, M.L.S., Director, oversees the three related missions of the department—

- Providing judges, court, and county employees with essential legal sources necessary for job performance
- Providing the only public law library in Lehigh County
- Providing document production and assistance to courthouse offices

LIBRARY INFORMATION SERVICES





THE COURT OF COMMON PLEAS OF LEHIGH COUNTY



COURT DIVISIONS

CRIMINAL/JUVENILE COURT DIVISION

Criminal Court

**Juvenile Delinquency
Court**

CIVIL/FAMILY COURT DIVISION

**Civil Court
Operations**

Family Court

Juvenile Dependency

ORPHANS' COURT DIVISION

The Orphans' Court

**Office of the Clerk of
Orphans' Court**

CRIMINAL/JUVENILE COURT DIVISION

The judges assigned to the Criminal/Juvenile Court Division are responsible for handling a caseload comprised of adult criminal cases as well as juvenile delinquency matters. Furthermore, the judges in this division handle appeals of summary cases, forfeiture matters, contempt of Domestic Relations' court orders, and contempt of cost and fine orders.

JUDGES SERVING IN THE CRIMINAL DIVISION IN 2016

Robert L. Steinberg, Judge

**Kelly L. Banach, Judge
Administrative Judge
Criminal and Delinquency Court**

James T. Anthony, Judge

Maria L. Dantos, Judge

In 2016, the Court received 4,738 new adult criminal cases.

Eleven of those new adult cases were homicide filings.

CRIMINAL/JUVENILE COURT DIVISION

ADULT CRIMINAL COURT

The Court utilizes an individual calendaring system in the Criminal/Juvenile Court Division. The assigned judge handles the cases from formal arraignment through disposition. In addition, all probation and parole violations as well as post sentence motions are handled by the judge who sentenced the defendant.

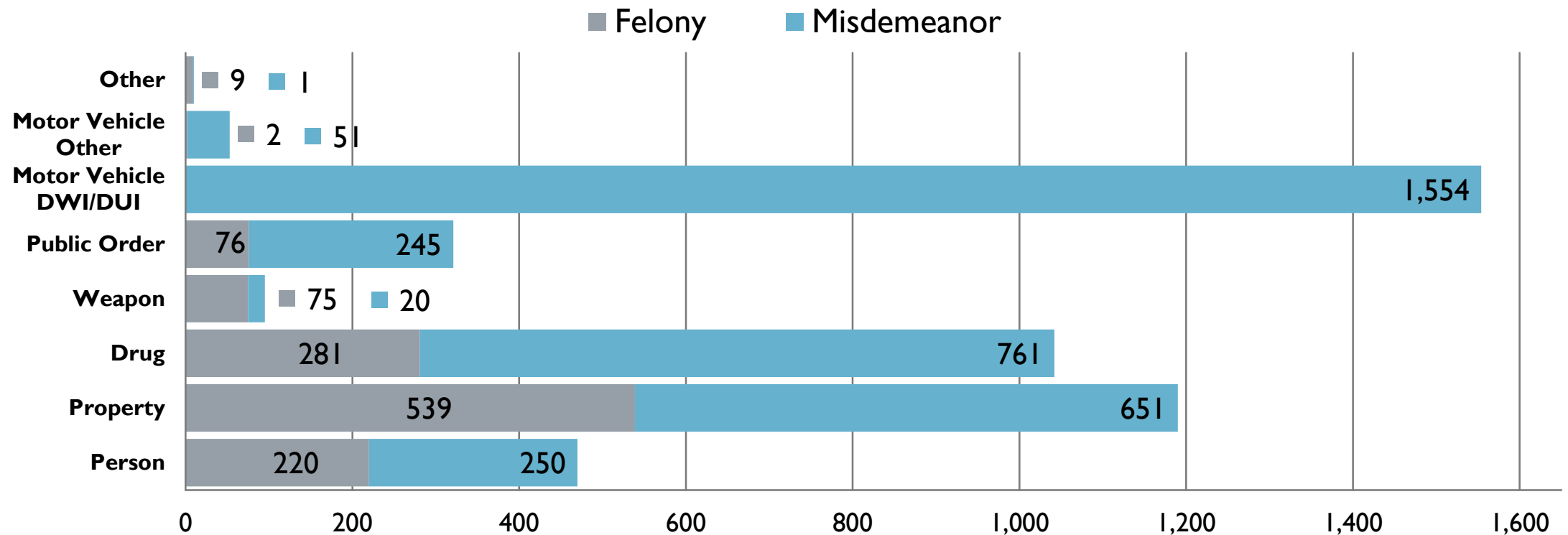
In 2016, the four judges of the Criminal/Juvenile Court Division processed 4,997 adult criminal cases.

CRIMINAL FILINGS AND DISPOSITIONS FOR 2016

New Cases	4,738
Reopened Cases	219
ARD	1,702
Dismissed/Withdrawn	136
Guilty Plea	2,913
Jury Trial	24
Non-Jury Trial	23
Inactive	193
Other	6
Total Cases Processed	4,997

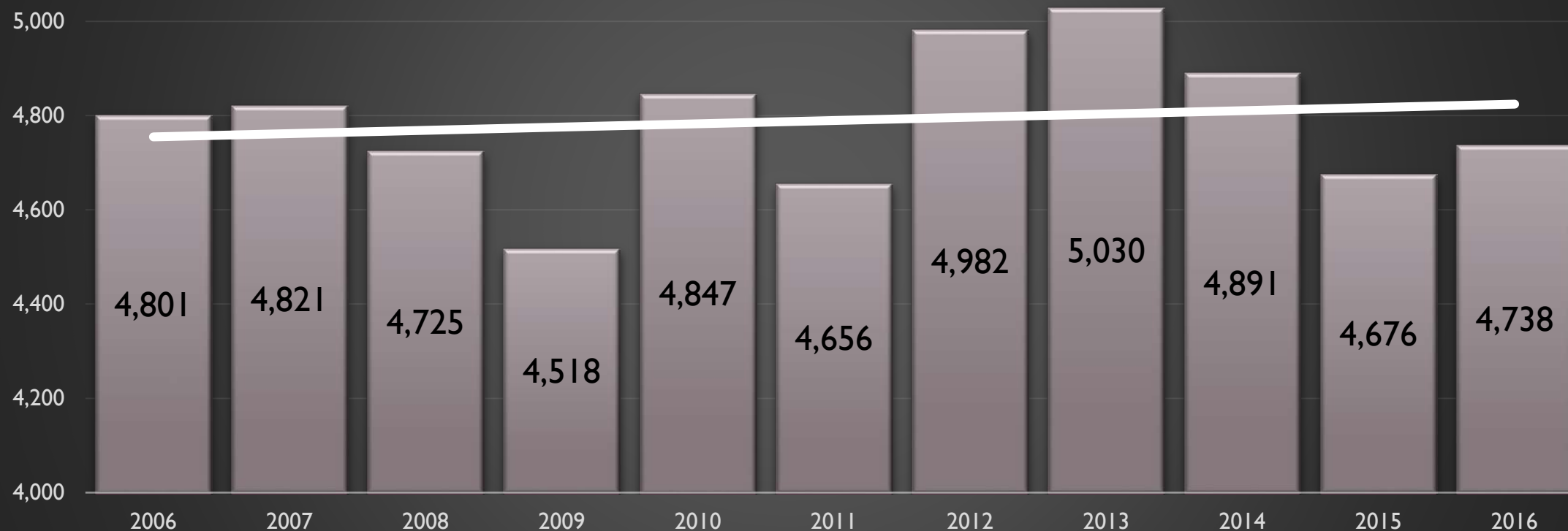
CRIMINAL/JUVENILE COURT DIVISION

2016 CRIMINAL CASE TYPE



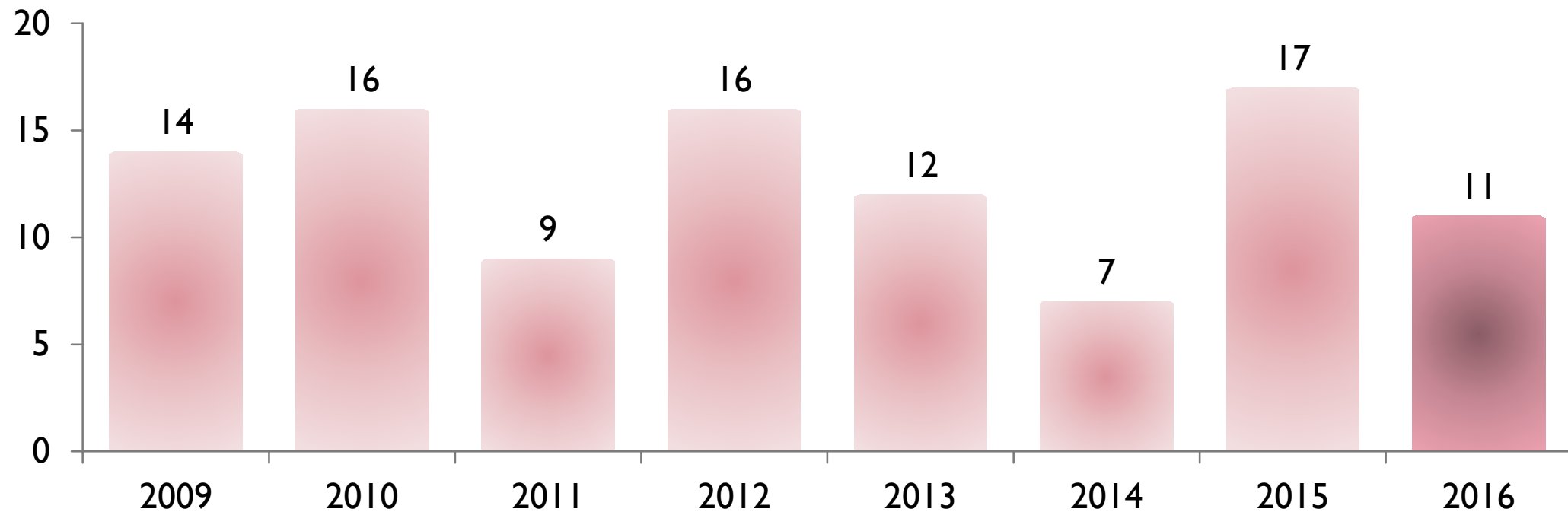
CRIMINAL/JUVENILE COURT DIVISION

NEW CRIMINAL CASES 2006-2016



CRIMINAL/JUVENILE COURT DIVISION

ANNUAL HOMICIDE FILINGS 2009-2016



JUVENILE COURT

Juvenile Court, in 2016, fell under both the authority of the Administrative Judge of the Criminal/Juvenile Division and the Administrative Judge of the Civil Division. The Juvenile Court Division as a whole is responsible for cases involving juvenile delinquency and juvenile dependency. The Juvenile Court judges are assisted by two full-time Juvenile Court Hearing Officers who adjudicate both delinquency and dependency cases. Theresa M. Loder, Esquire and Jacquelyn C. Paradis, Esquire serve as full time Juvenile Court Hearing Officers. In 2016, Juvenile Judges and Hearing Officers disposed of 744 delinquency cases and 147 dependency petitions.

DEPENDENT JUVENILES

- Children who are, or who have been, subject to abuse or neglect.
- Cases are initiated by the Lehigh County Office of Children and Youth Services or the Lehigh County Juvenile Probation Department.
- Cases referred to a judge are handled by the Civil/Family Court Division.
- Dependent juveniles may enter foster care, be reunited with family or placed for adoption.

DELINQUENT JUVENILES

- Those children under the age of 18 who are in violation of criminal law.
- Delinquency cases referred to a judge are handled by the Criminal/Juvenile Court Division.
- These juveniles may be referred to the Juvenile Probation Department.
- Juveniles may be both delinquent and dependent.
- There were 718 new delinquency filings in 2016.

CIVIL/FAMILY COURT JURISDICTIONS

CIVIL CASES

**JUVENILE
DEPENDENCY**

FAMILY COURT

Divorce

Custody

PFA

Child Support

Spousal Support

ORPHANS' COURT

Parental Rights

Adoptions

Guardianships

CIVIL/FAMILY COURT DIVISION

The judges assigned to the Civil/Family Court Division are responsible for a caseload comprised of various types of civil actions as well as divorce, custody, protection from abuse, and child and spousal support cases. The judges in this division also handle juvenile dependency cases and Orphans' Court cases regarding termination of parental rights, adoptions, and guardianships.

JUDGES SERVING IN THE CIVIL/FAMILY DIVISION IN 2016

Edward D. Reibman, President Judge

Carol K. McGinley, Judge

**J. Brian Johnson,
Administrative Judge of Civil and Orphans' Court
Dependency Supervisory Judge**

**Michele A. Varricchio,
Administrative Judge of Family Court**

Douglas G. Reichley, Judge

Daniel K. McCarthy, Judge

CIVIL/FAMILY COURT DIVISION

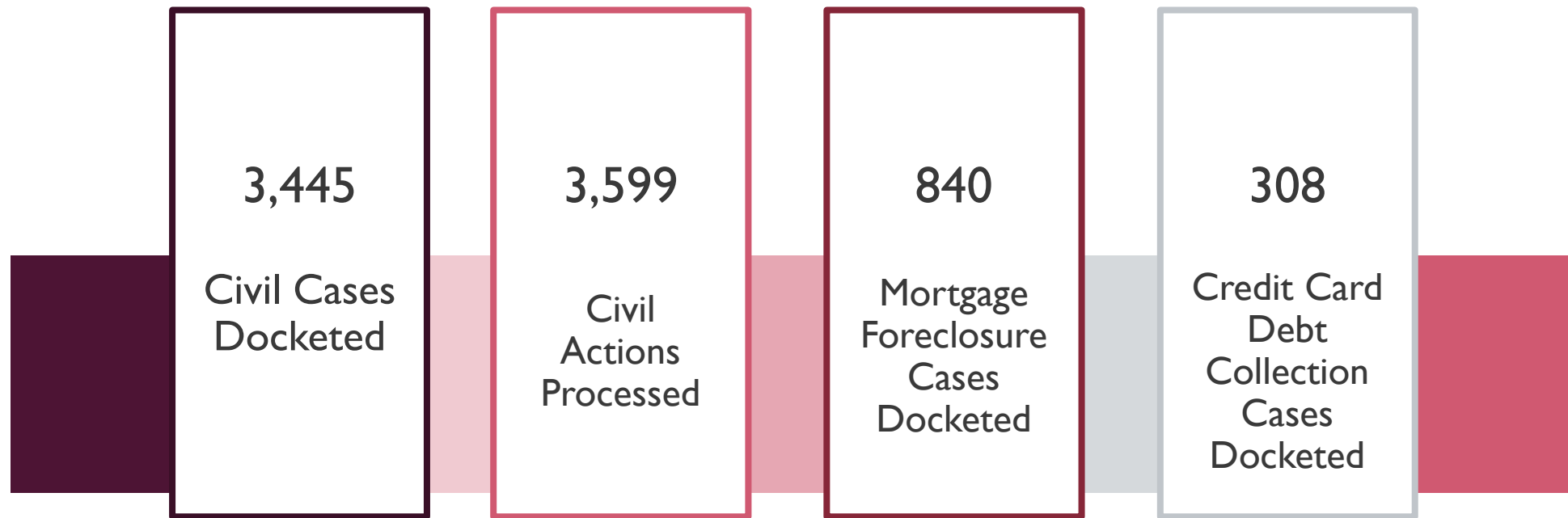
CIVIL COURT OPERATIONS

The Civil Operations section of the Court Administrator's Office, under the direction of Court Operations Officer Toni Dries and Court Operations Director Linda Fritz, is responsible for scheduling and tracking all civil cases. There are approximately 1,900 civil cases pending in the Court's open inventory.

The staff of the Civil Operations section schedule and distribute notices for status conferences, arguments, hearings, settlement conferences, and trials. The staff is responsible for tracking the result of each court proceeding. The Judges of the Civil/Family Division work with the Civil Operations staff to proactively manage the civil caseload.

Civil actions are those cases which, for the most part, involve the resolution of private conflicts between people or institutions. These cases may include personal injury or personal property claims, matters of equity, products liability, malpractice, or commercial and contract disputes. Within the Civil Category are License and Registration Suspension Appeals, Mortgage Foreclosures, Assessment Appeals, Quiet Title Actions, Zoning Appeals, Ejectment and Actions in Replevin.

CIVIL/FAMILY COURT DIVISION



2016 CIVIL COURT SYNOPSIS

ORPHANS' COURT DIVISION

THE OFFICE OF THE CLERK OF THE ORPHANS' COURT DIVISION

The Office of the Clerk of the Orphans' Court Division is a judicial office distinct from the Register of Wills, which is part of the Clerk of Judicial Records. All scheduling for Orphans' Court cases is done by the Office of the Clerk of the Orphans' Court. The Orphans' Court Division of the Court of Common Pleas is under the direction of the Director of Orphans' Court Operations, Janet Thwaites, Esquire, and the Clerk of the Orphans' Court, Wendy A.W. Parr.

In addition, a full-time law clerk, three full-time assistant clerks and a full-time auditor, (who reviews all formally filed fiduciary accounts), comprise the staff of the Clerk of the Orphans' Court. One of the judges assigned to the various matters within the jurisdiction of the Orphans' Court Division also serves as the Orphans' Court Administrative Judge.

The name Orphans' Court is an anachronism derived from an era in which those persons who traditionally had no legal "voice" (minor children, widows, orphans, decedents) required an objective entity—the Orphans' Court—to "speak" for them and assure that their rights and interests were protected. Unlike the other divisions of the Court of Common Pleas, many of the matters that come before the Orphans' Court are non-adversarial.

ORPHANS' COURT JURISDICTION

The Orphans' Court Division	Oversees Trusts, Powers of Attorney and certain aspects of non-profit organizations	Reviews and approves settlement of litigation/claims involving minors, incapacitated persons and/or decedents' estates	Audits all formal fiduciary accounts
The Orphans' Court Hears	Appeals from Register of Wills, most commonly, will contests, or contested letters of administration	All parental termination cases	Petitions for adult guardianships (incapacities)
	Disputes Regarding administration/distribution in decedents' estates	Adoptions and minors' guardianship cases	Judicial by-pass hearings required by the Abortion Control Act
The Office of the Clerk of Orphans' Court	Issues marriage licenses upon "in person" application	Maintains marriage license records and issues certified copies of those records	Responds to requests for access to both identifying and non-identifying information from adoption files

ORPHANS' COURT DIVISION

REQUIREMENTS POSING UNIQUE CHALLENGES TO ORPHANS' COURT

Statutory requirement to appoint counsel to represent each indigent parent who contests the termination of his/her parental rights, (not uncommon for there to be more than one father involved in most cases), and counsel to represent the minor child.

Necessity to appoint guardians ad litem and/or counsel in guardianship proceedings to protect the interests of AIP (alleged incapacitated person).

Statutory prohibition on imposition of filing fee for Judicial Bypass Hearings.

ORPHANS' COURT DIVISION

2016 ORPHANS' COURT SYNOPSIS

22

Appointment
of Minor
Guardian
Cases
Processed

20

Minors'
Settlements
Involving
Lump Sum
Payouts,
Creation of
Trusts, and
Structured
Settlements
Approved

37

Fiduciary
Accountings
Audited,
Confirmed
and
Adjudicated

5

Judicial
Bypass
Hearings
Pursuant to
the
Abortion
Control Act
Held

ORPHANS' COURT DIVISION

2016 ORPHANS' COURT SYNOPSIS

2,264

Marriage
Licenses Issued

117

Persons
adjudicated
incapacitated
and appointed
guardians for
their persons
and or estates

54

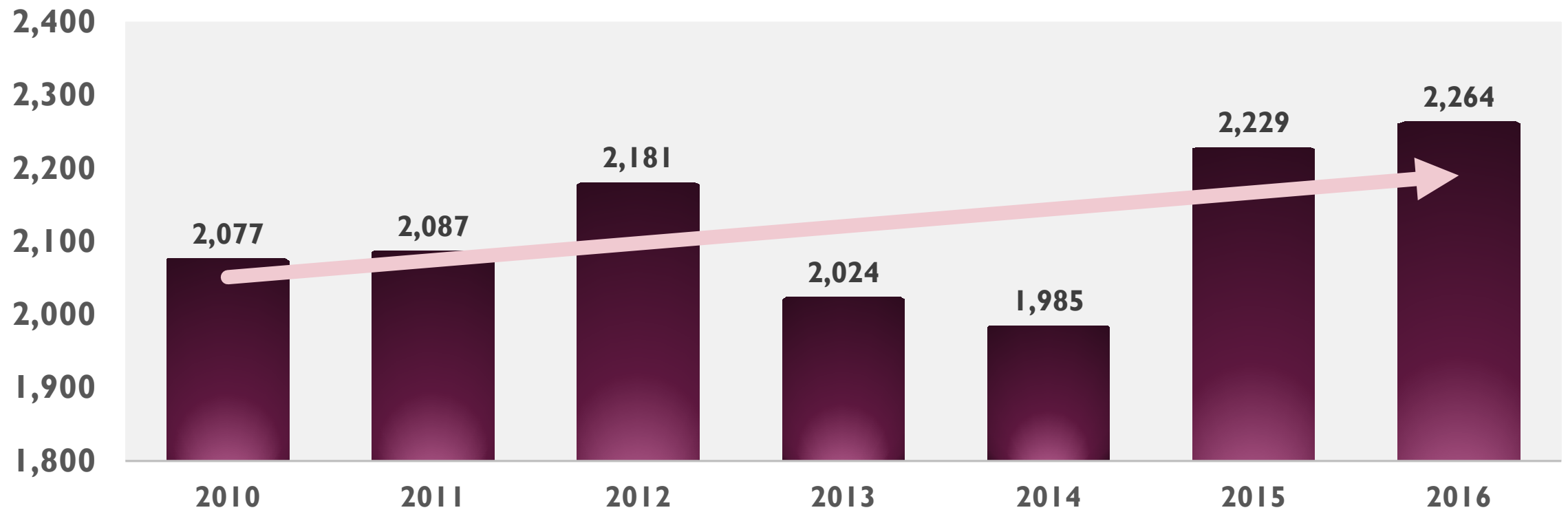
Adoptions
Granted

39

Cases
concerning the
termination of
the parental
rights of
biological
parents
processed

ORPHANS' COURT DIVISION

**Marriage Licenses issued in Lehigh County in years 2010 to 2016.
In May 2014, Pennsylvania Law changed to permit same-sex marriages.**





COURT RELATED OFFICES



COURT OFFICES

Family Court Office

Custody

Divorce

PFA

Interpreting Unit

Domestic Relations Section

Paternity

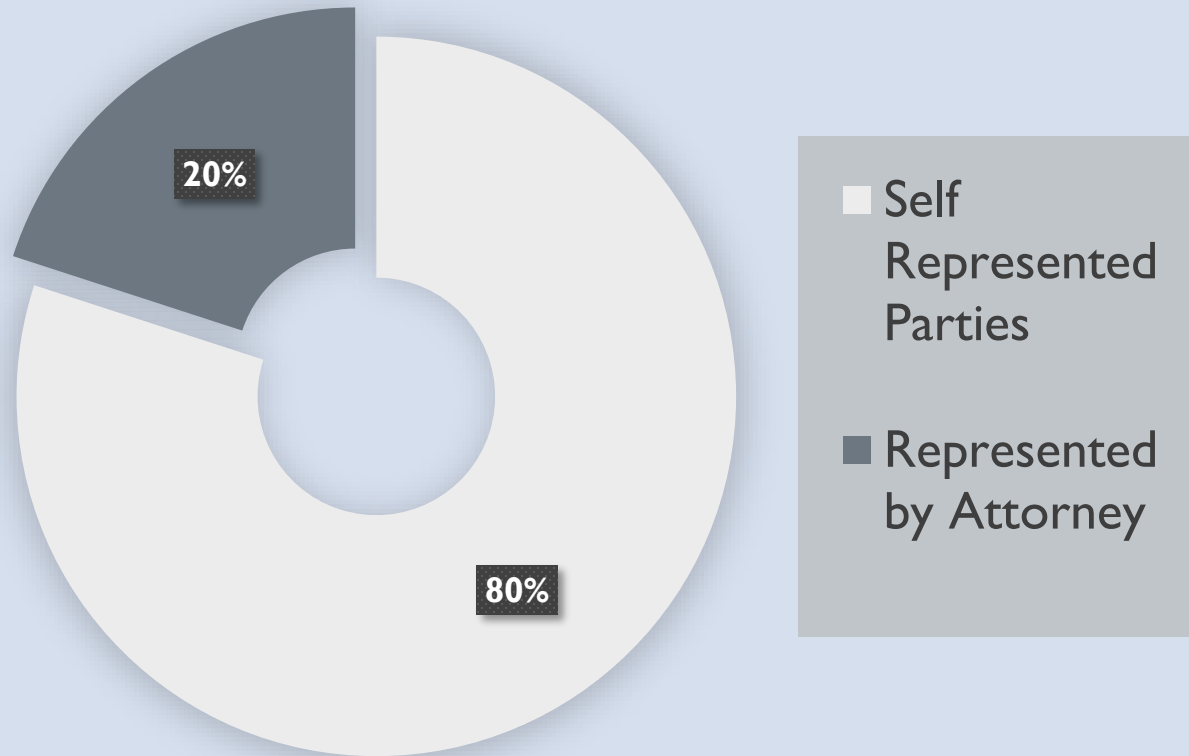
Child Support

Spousal Support

Adult Probation
and Parole
Department

Juvenile
Probation
Department

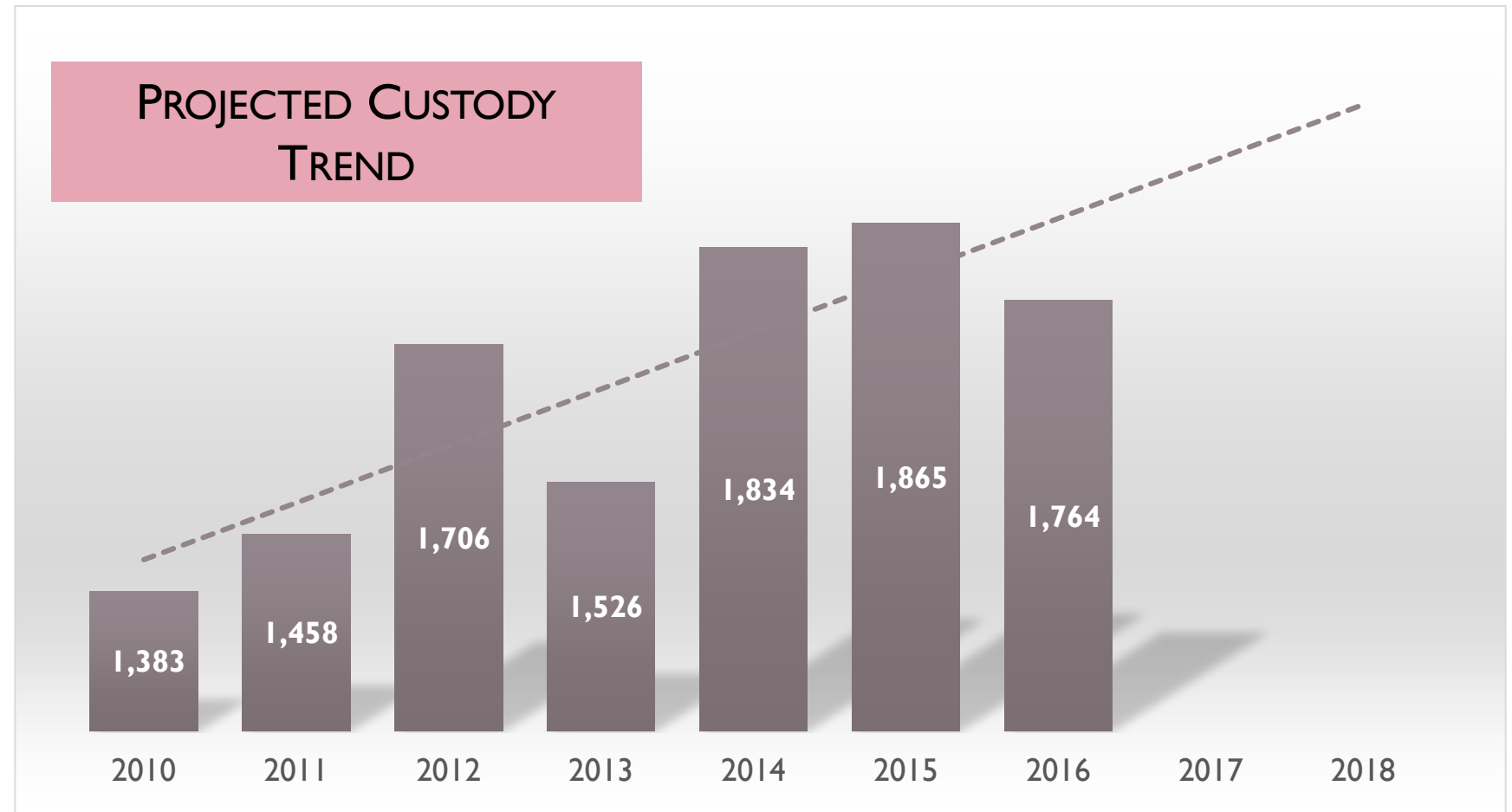
FAMILY COURT: CUSTODY



When a self-represented custody litigant comes to the Family Court Office, an intake worker asks questions to begin the assessment of whether the Lehigh County Court has jurisdiction to decide the custody issue. The intake worker provides to the litigant the forms necessary to start a custody lawsuit, and provides general instruction on completing the forms, and filing and serving the pleadings on the other parent. Most parties in custody cases do not have attorneys.

FAMILY COURT: CHILD CUSTODY FILINGS

In 2014, the number of custody filings in Lehigh County Court dramatically increased. Custody filings include new complaints and petitions for modification and/or contempt. Some cases also include requests for relocation approval. The volume of custody case filing remained high in 2016.



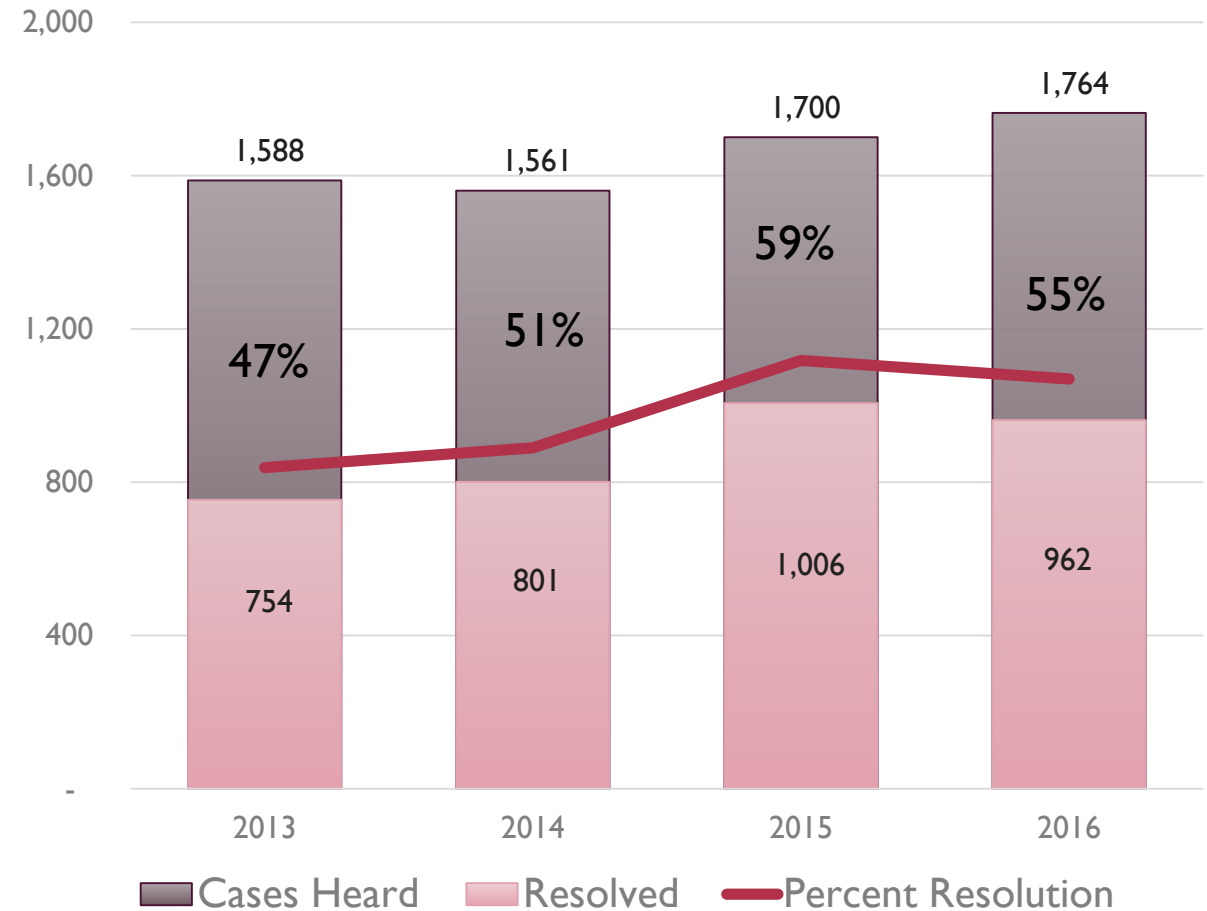
FAMILY COURT: Custody

Custody cases start with a mediation or a conciliation conference where efforts are made to reach an agreement between the parties. Unless a party requests mediation, a settlement (conciliation) conference is scheduled before a custody hearing officer. The hearing officer helps the parties focus on the child's needs and attempts to settle the case. If a settlement is reached, a court order summarizing the agreement is prepared.

When the parties fail to agree, the case is scheduled for hearing or trial. The hearing officer has the authority to receive testimony and make recommendations in partial physical custody cases. Cases involving legal custody, primary physical custody, or contempt of a court order are scheduled before a judge.

Of the custody cases heard by hearing officers in 2016, 55% were resolved by the hearing officers with agreed orders. Hearing officers' successful efforts to resolve cases with agreed orders avoid costly trials for litigants and further utilization of judicial resources.

Percent of Custody Cases Resolved by Hearing Officers



FAMILY COURT: DIVORCE

Contested divorce cases in Lehigh County are often resolved by the Master in Divorce, an attorney appointed by the Court. Following the filing of a motion by a divorce litigant to appoint the Master to a particular case, the Master conducts one or more settlement conferences with the litigants and attempts to resolve the case. If those efforts are unsuccessful, the Master conducts hearings and prepares reports and recommended Orders, subject to judicial review.

944

New Divorce
Cases Filed

676

Uncontested
Divorce Cases
Filed

115

Contested
Divorce
Cases—Master
in Divorce
Appointed

840

Divorce
Decrees
Entered

2016 DIVORCE SYNOPSIS

FAMILY COURT: PROTECTION FROM ABUSE

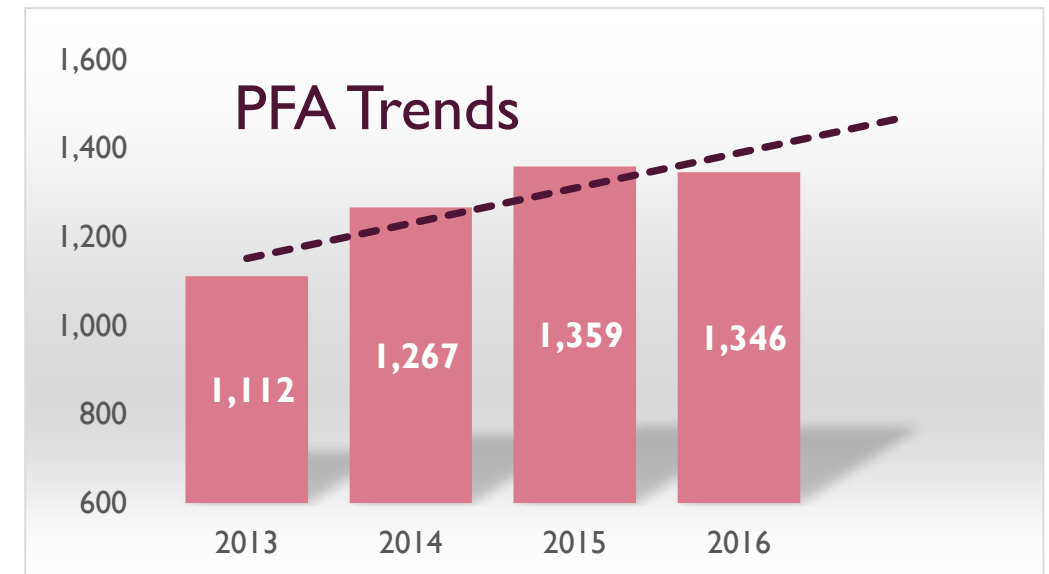
Pennsylvania law requires every court to assist victims of domestic violence seeking Protection From Abuse Orders. Individuals may seek a protection order on their own behalf and/or on behalf of their minor children.

Lehigh County Family Court staff provide private intake assistance and escort applicants to court. Court assistance hours are from 8:00 a.m. until 12:15 p.m. daily. Litigants appear before a judge at 10:30 a.m. and 1:30 p.m. Special security measures are taken in all cases, especially in cases where cross-petitions have been filed. Emergency PFA relief is available 24 hours a day, seven days a week through the Magisterial District Judges.

1,346
New PFA
Cases

1,135 Temporary
PFA Orders

508 Final PFA
Orders

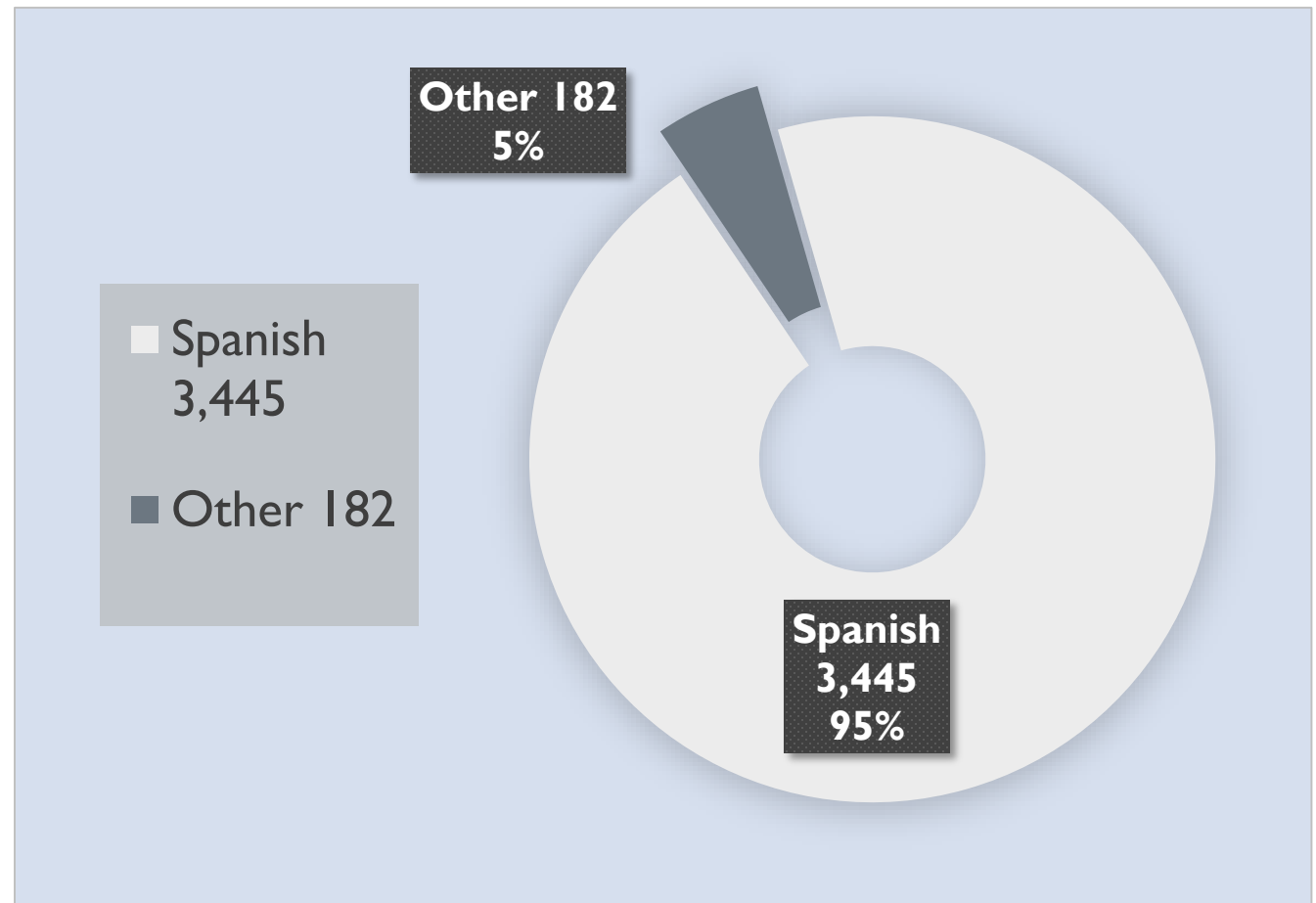


FAMILY COURT: INTERPRETING UNIT

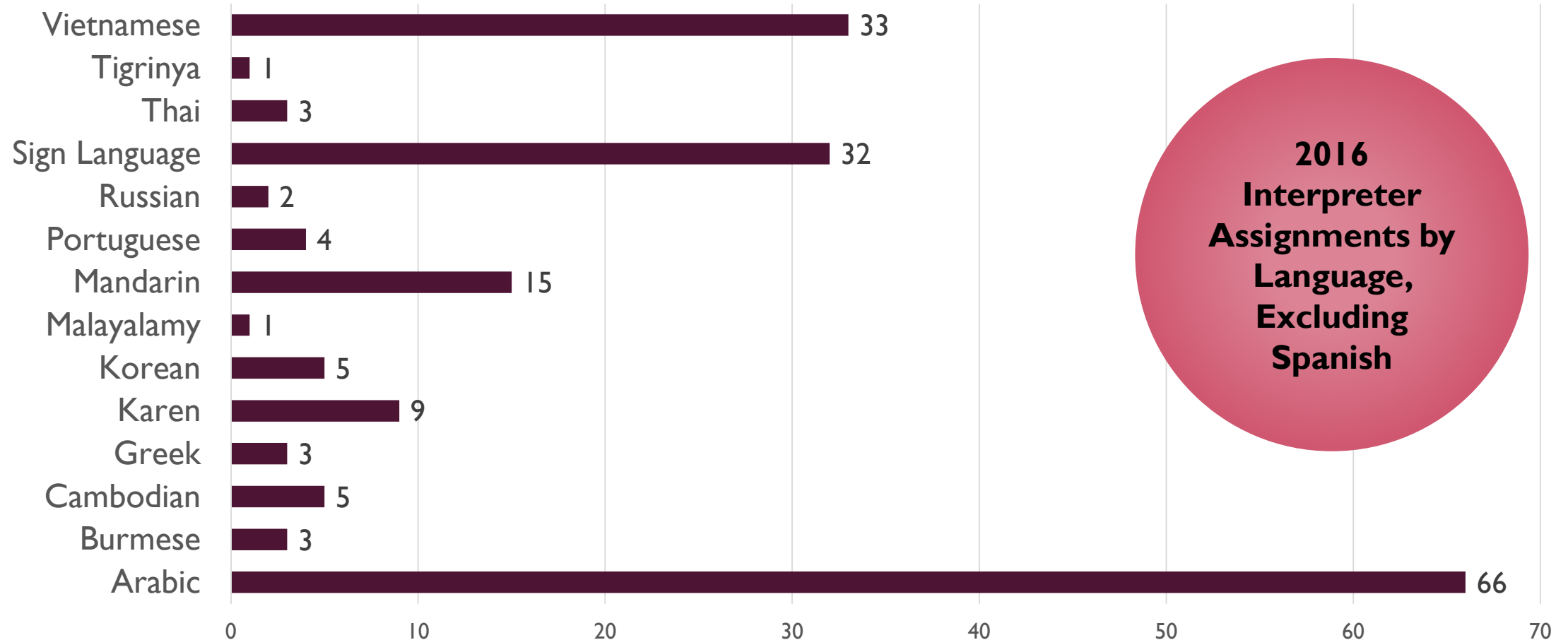
FOREIGN AND SIGN LANGUAGE

The Court provides interpreters in criminal and family court proceedings. A staff interpreter is assisted by a pool of 25 per diem contractors, all of whom meet the professional standards set by the Supreme Court of Pennsylvania.

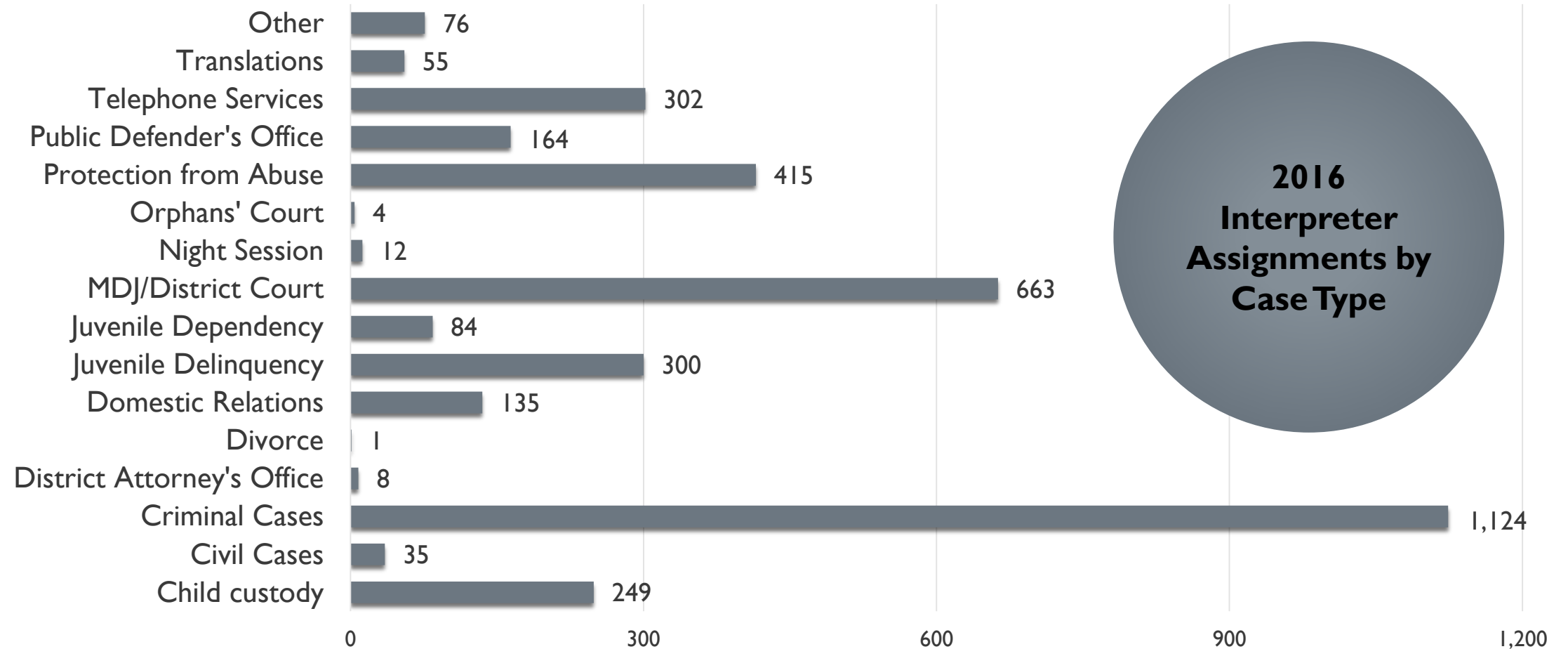
In 2016, there were 3,627 interpreter assignments, 3,445 of which were for Spanish. Telephone interpretation is used when needed. Translations of written documents are also provided by the Interpreting Unit.



FAMILY COURT: INTERPRETING UNIT

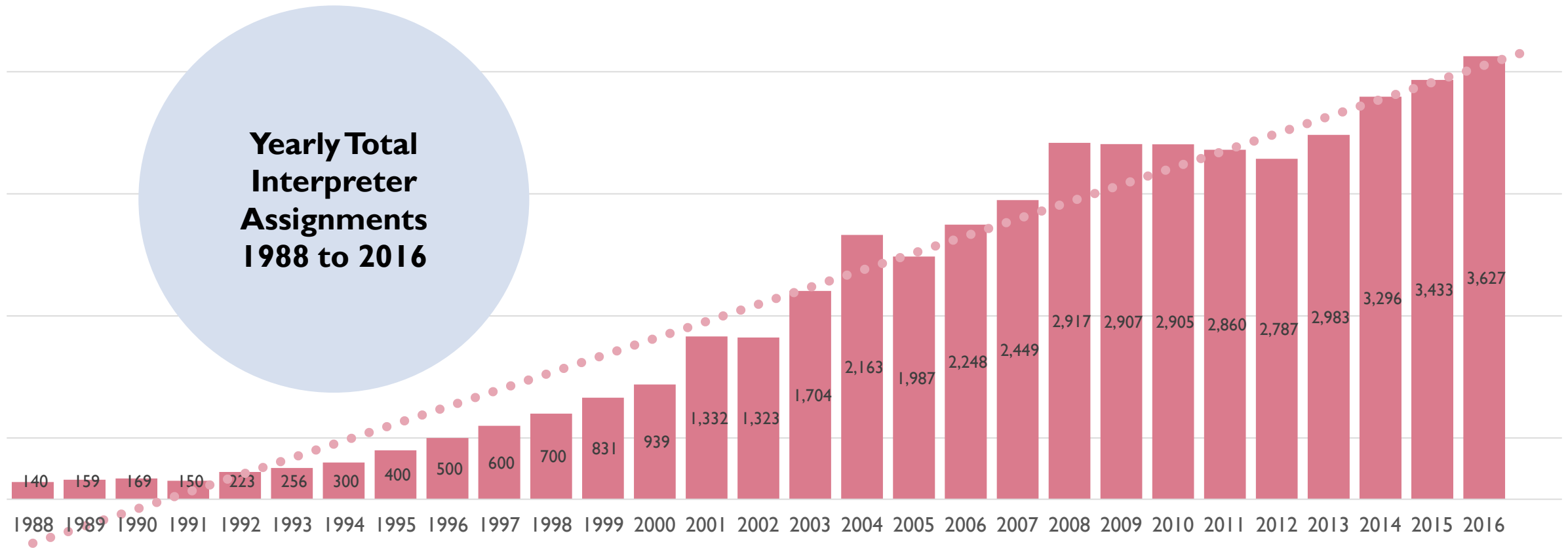


FAMILY COURT: INTERPRETING UNIT



FAMILY COURT: INTERPRETING UNIT

Yearly Total Interpreter Assignments 1988 to 2016

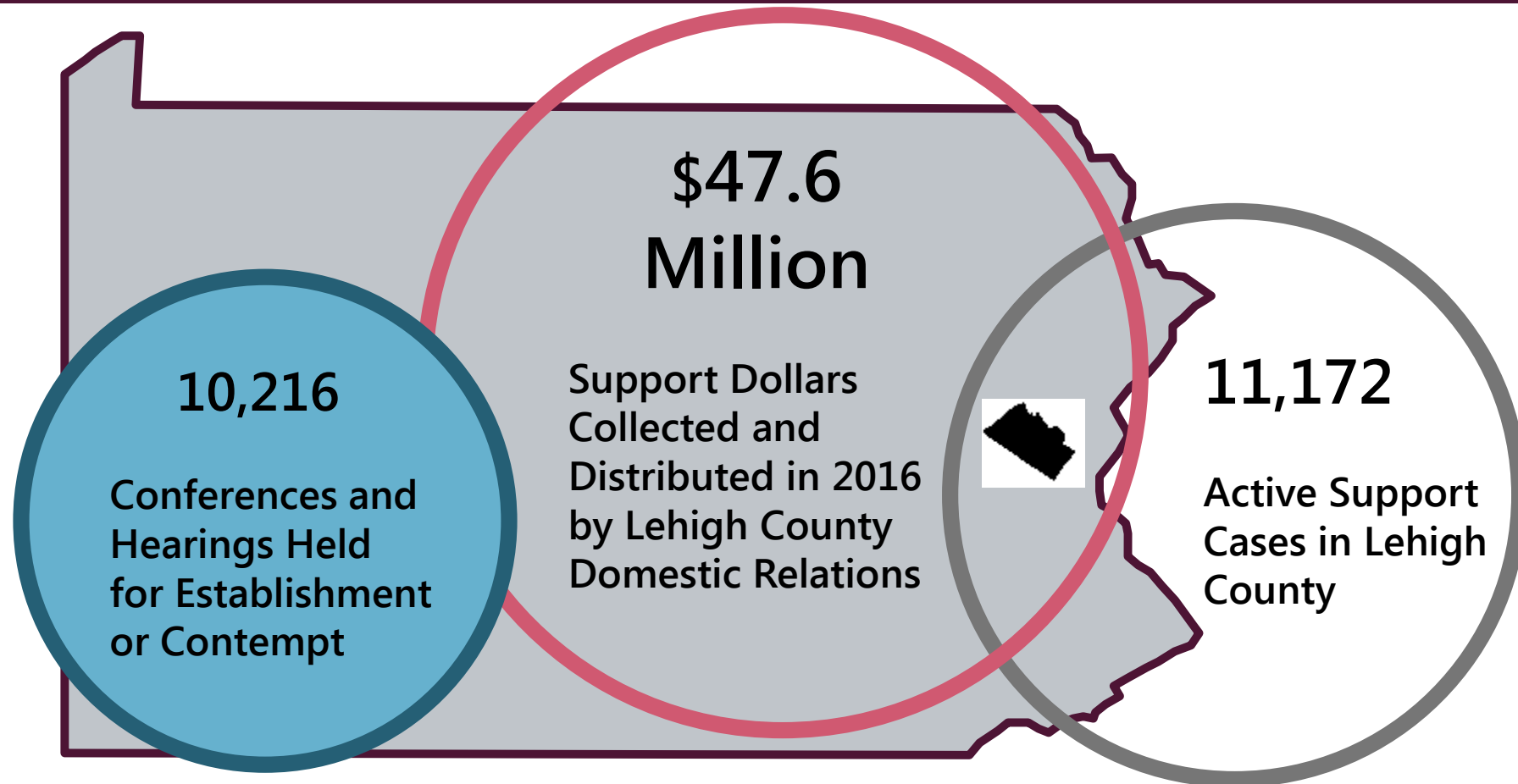




DOMESTIC RELATIONS SECTION



DOMESTIC RELATIONS SECTION



DOMESTIC RELATIONS SECTION

Establishing
Paternity

Locating
Absent
Parents

Securing
Financial
Support for
Children of
Separated
Parents

Establishing Enforceable Orders

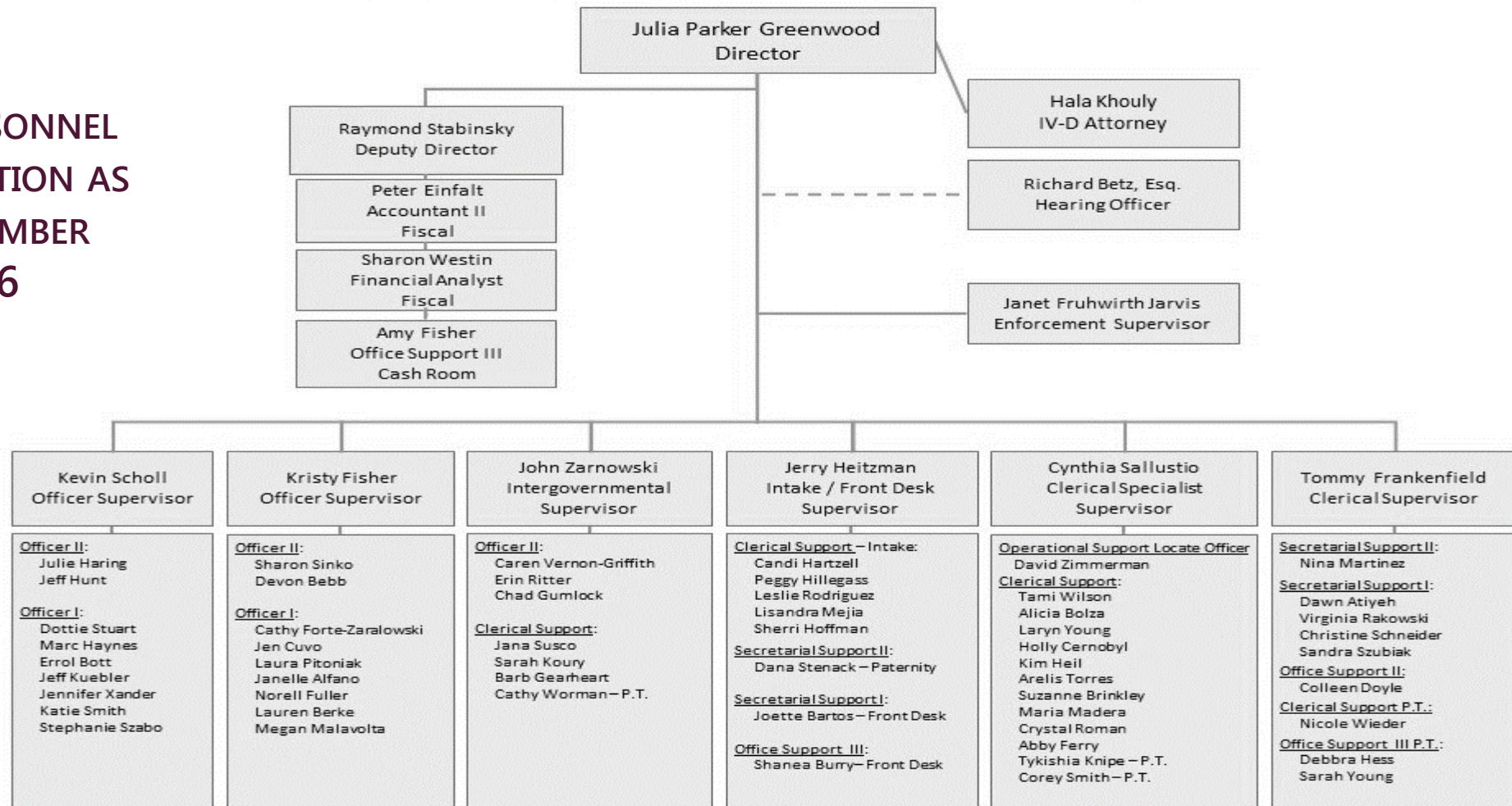
The Lehigh County Domestic Relations Section, located at 14 North 6th Street, Allentown, is the Title IV-D agency responsible for the establishment and enforcement of child and spousal support for the Lehigh County Courts. Under the leadership of Director Julia Parker Greenwood, the Domestic Relations Section handles all aspects of a support case, with the goal of establishing enforceable orders of support to benefit the children for whom support is owed.

In 2016, there were:

- 21 conference officers
- 1 full-time hearing officer
- 9 managers
- 31 full-time support staff
- 6 part-time support staff

DOMESTIC RELATIONS SECTION

DRS PERSONNEL ORGANIZATION AS OF DECEMBER 2016



DOMESTIC RELATIONS SECTION

Establishment of support in Lehigh County progresses under a 3-tier system. A Conference Officer handles initial complaints for support and petitions for modification. If no agreement can be reached at the conference level, a temporary or "interim" order is issued, and the case proceeds to a full hearing before a Hearing Officer. The support order entered by the Hearing Officer can be appealed before a Judge of the Court of Common Pleas of Lehigh County.



ESTABLISHING CHILD AND SPOUSAL SUPPORT ORDERS

DOMESTIC RELATIONS SECTION

PACSES AND SCDU

The Pennsylvania Child Support Enforcement System (PACSES) is a state-wide computer and check disbursement system used as the database for child support case information, support calculations and enforcement actions. Payments are made to and disbursed from the state level office, the Support Collection and Disbursement Unit (SCDU).

Domestic Relations is responsible for the collection of support funds from the defendant in the action and disbursement of those funds to the plaintiff.

**In 2016, Lehigh County collected and
disbursed \$47,624,137.**

DOMESTIC RELATIONS SECTION

4,411 Establishment Conferences

636 Establishment Hearings

5,169 Contempt Hearings

CASE MANAGEMENT TEAMS

Domestic Relations Officers and Clerical Staff are assigned to case management teams that are responsible for all aspects of a support case from establishment through enforcement with the goal of establishing enforceable orders of support to benefit the children for whom support is owed.

In 2016, Domestic Relations staff conducted 4,411 establishment conferences and 636 establishment hearings. In addition, 5,169 contempt hearings were conducted.

DOMESTIC RELATIONS SECTION

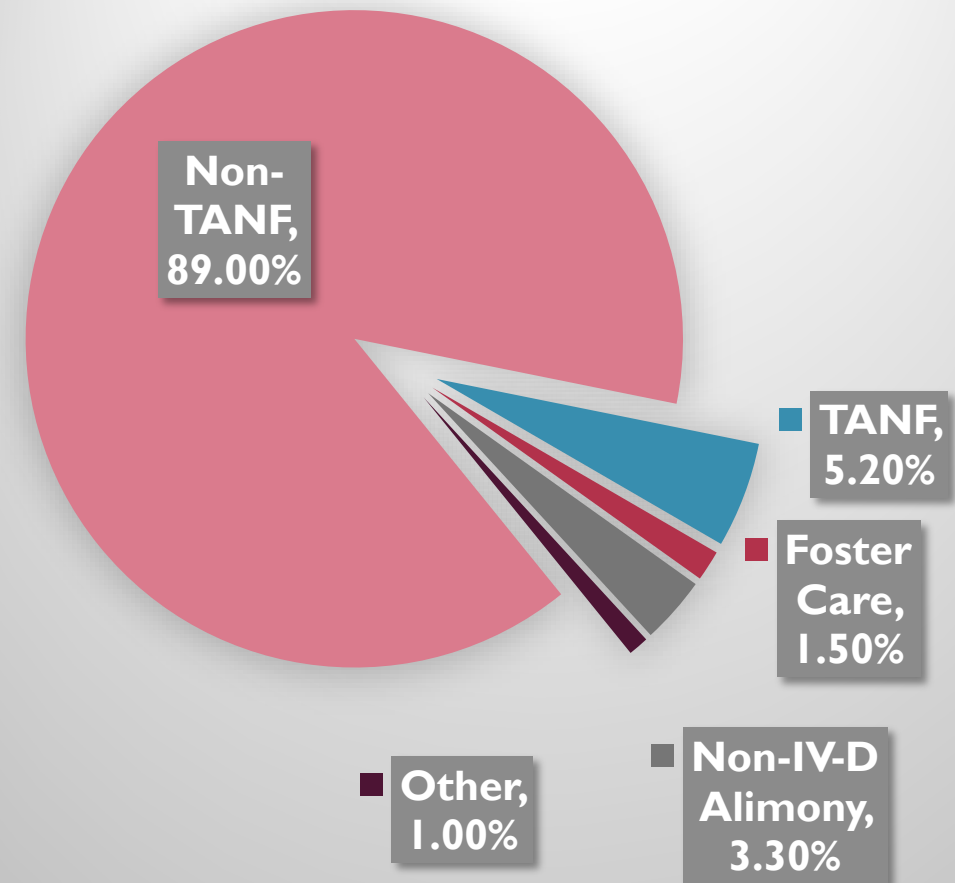
1

TANF Cases involve children in families receiving aid under the federal Temporary Assistance to Needy Families program.

2

Non-TANF cases are those with no such federal assistance.

2016 SUPPORT CASES BY CASE TYPE



DOMESTIC RELATIONS SECTION

2016 TANF SUPPORT CASE FILINGS & DISPOSITIONS

New Cases	377
Cases Transferred In	25
Non-TANF to TANF	185
Judge	5
Hearing Officer	48
Conference Officer	410
Cases Transferred Out	38
TANF to Non-TANF	148
Cases Processed	649

2016 NON-TANF SUPPORT CASE FILINGS & DISPOSITIONS

New Cases	4,618
Cases Transferred In	81
TANF to Non-TANF	148
Judge	44
Hearing Officer	539
Conference Officer	4,069
Cases Transferred Out	94
Non-TANF to TANF	185
Cases Processed	4,931

DOMESTIC RELATIONS SECTION

The Lehigh County Domestic Relations Section, through a Cooperative Agreement between Lehigh County and the Pennsylvania Bureau of Child Support Enforcement, is required to provide child support services as outlined in Title IV-D of the Social Security Act in order to receive federal funding. These child support services must be performed in accordance with Federal Code of Regulations and Pennsylvania Rules of Civil Procedure. As long as the DRS is performing as required, 66% of DRS operating expenses are reimbursed by the federal government.

As a IV-D agency, the DRS is required to meet federal performance standards. To maximize incentive funds for Pennsylvania and Lehigh County, the benchmark of 80% must be met in the following categories:

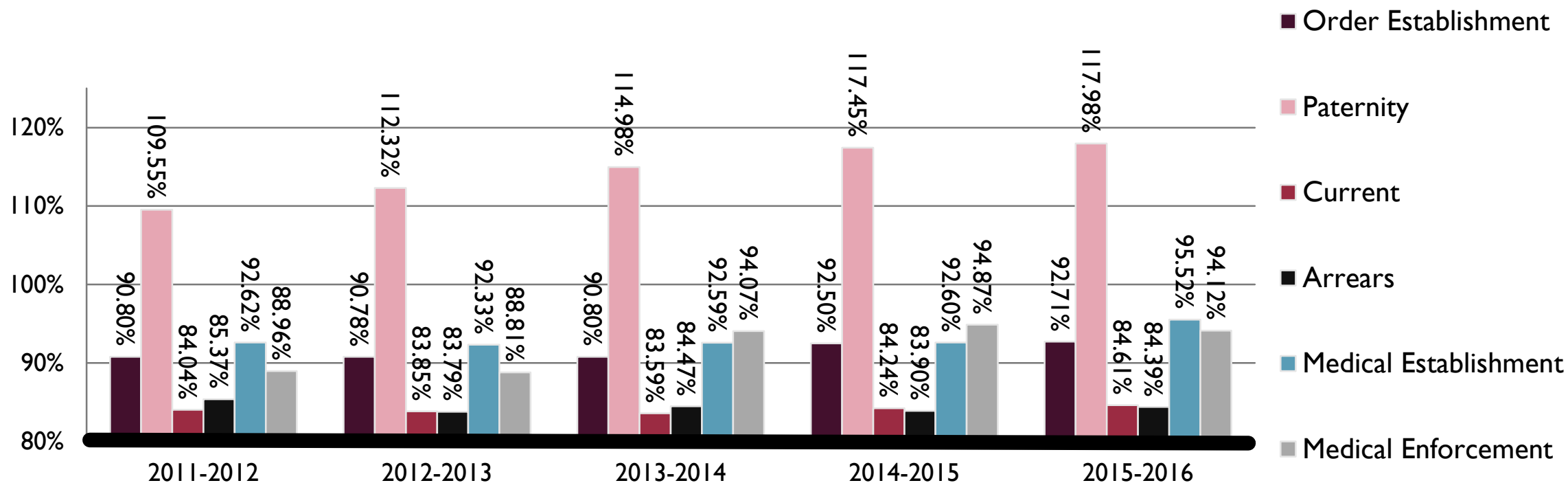
- Cases with active support orders
- Cases with paternity established
- Cases with full monthly collection of current support
- Cases with a payment on arrears (back support) during the federal fiscal year
- Cases with medical support established—not tied to funding
- Cases with medical support enforced—not tied to funding

**FEDERAL
FUNDING
REQUIREMENTS**

DOMESTIC RELATIONS SECTION

2012-2016 DOMESTIC RELATIONS SECTION FEDERAL PERFORMANCE INDICATORS

For Federal Fiscal Year 2016, which ended on September 30, 2016, Lehigh County exceeded 80% in all the Federal Performance Standards. Lehigh County routinely exceeds these standards.



DOMESTIC RELATIONS SECTION

Conference Officers are responsible for conducting contempt conferences with delinquent defendants in an attempt to gain compliance with the support order. When necessary, the case may be scheduled for a contempt hearing before a judge when a defendant fails to comply with the support obligation.

The enforcement remedies listed here are available:

JUDICIAL AND ADMINISTRATIVE ENFORCEMENT OF SUPPORT ORDERS

Real Estate
Liens

Credit
Bureau
Reporting

Work Search
Program

Drivers
License
Suspensions

IRS
Intercepts

Lottery
Intercepts

Professional
License
Suspensions

Passport
Denial

Incarceration
with Purge
Conditions/
Work Release

Recreational
License
Suspensions

Bench
Warrants



ADULT PROBATION



ADULT PROBATION

MISSION STATEMENT

To aid in reducing the incidents of crime in the community through field-based supervision, treatment and rehabilitation of the offender, thus protecting the public from recurring criminal and antisocial behavior.

PHILOSOPHY & PRIMARY GOAL

The primary goal of the Lehigh County Adult Probation Department is to provide protection to the community. The Department, lead by Chief Adult Probation Officer Ann Marie Egizio, works to achieve its goal through appropriate and relevant supervision and treatment of offenders by trained probation officers.

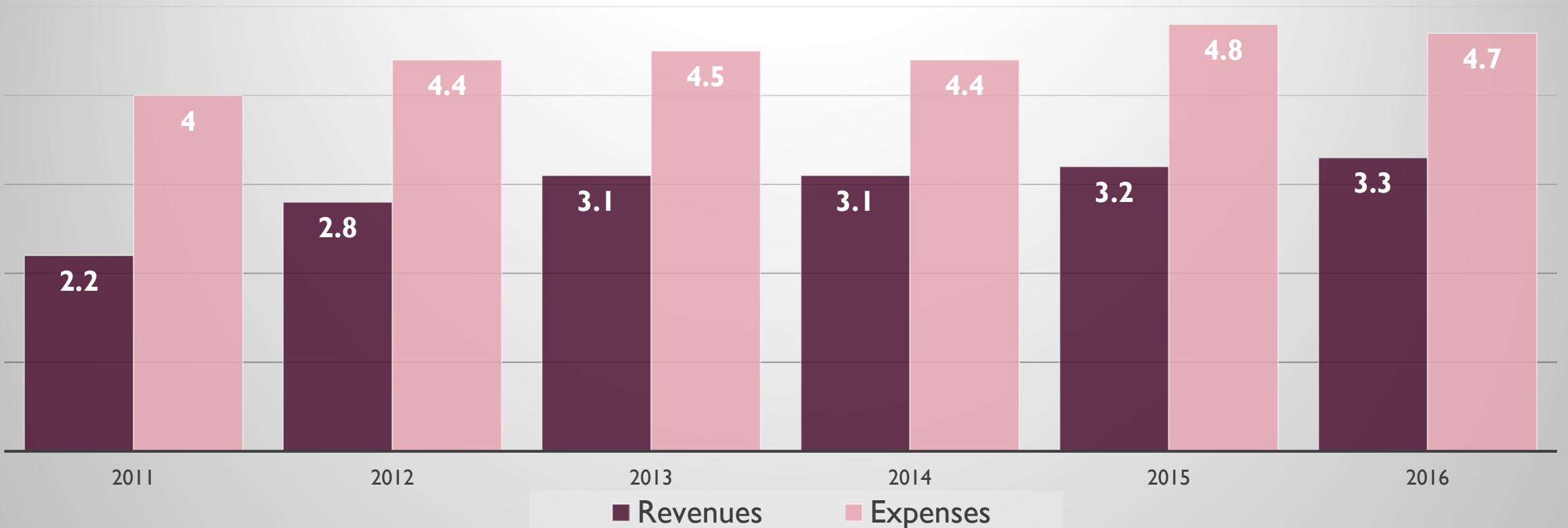
The Department recognizes that offenders can change negative behavior patterns if they are afforded the appropriate supervision and restorative programs to help them in the rehabilitation process. The offender must, however, desire to change the inappropriate behavior and be willing to work with the probation officer to effectuate change. When an offender fails to comply with rules and conditions and where the community's safety is in jeopardy, the offender is removed from community supervision and remanded to jail.

The Department is audited annually by the Pennsylvania Board of Probation and Parole and continues to be in compliance with standards promulgated by the Commission on Accreditation for Corrections.

ADULT PROBATION

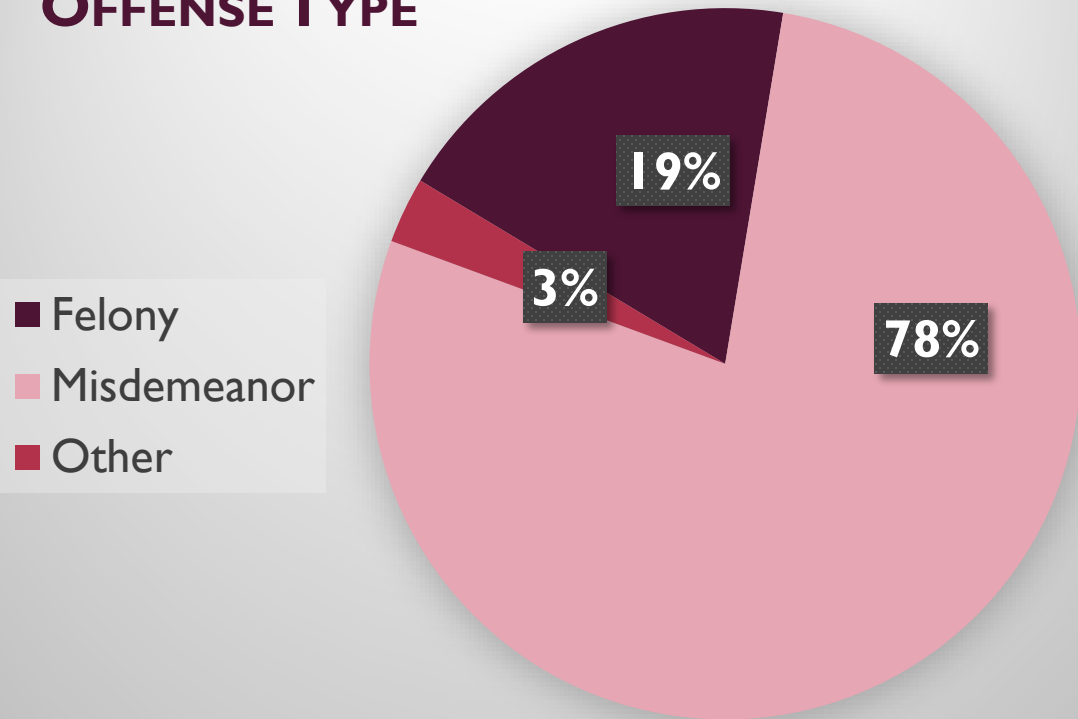
ADULT PROBATION BUDGET TREND

(in millions)

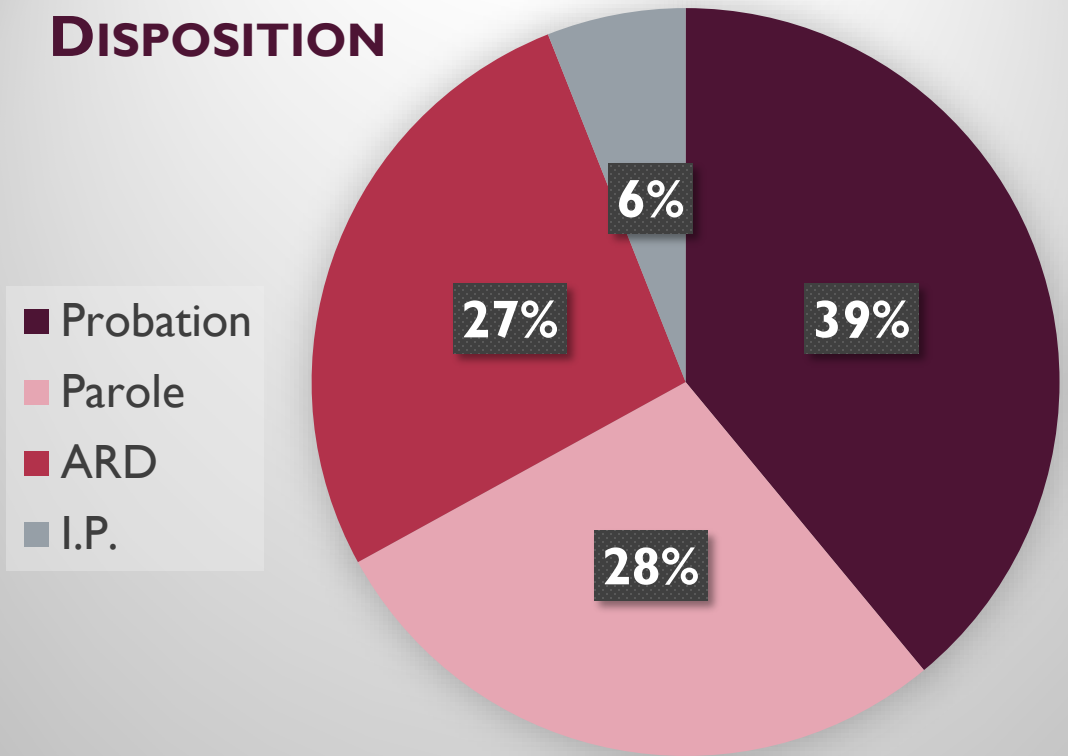


ADULT PROBATION CLIENT PROFILE

OFFENSE TYPE

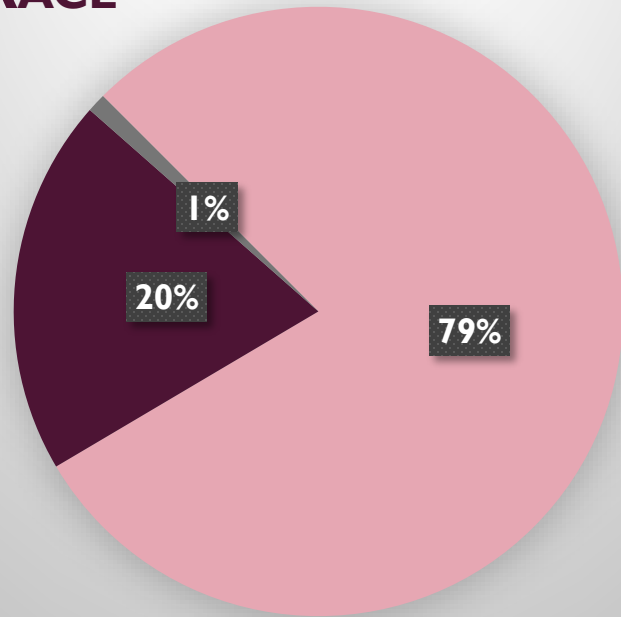


DISPOSITION



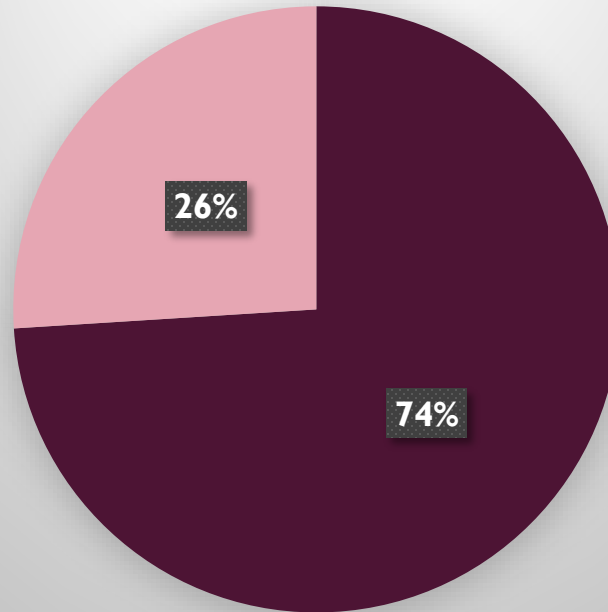
ADULT PROBATION CLIENT PROFILE

RACE



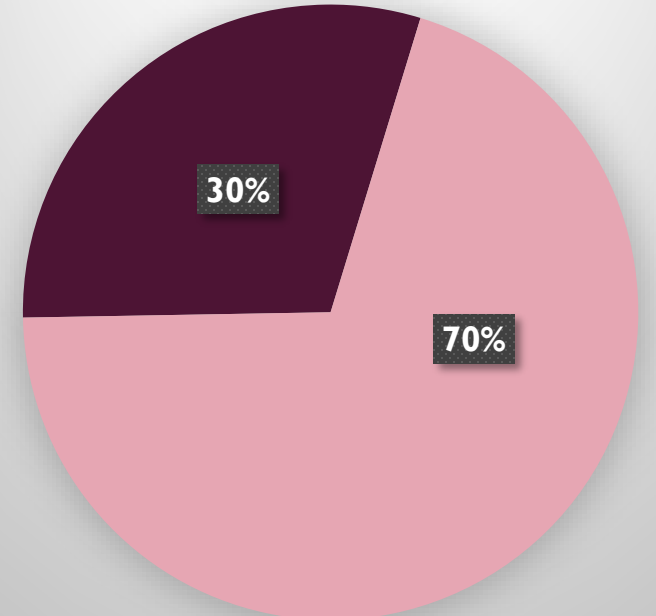
White Black Asian, Other & Unknown

GENDER



Male Female

ETHNICITY



Hispanic Non-Hispanic

ADULT PROBATION

13

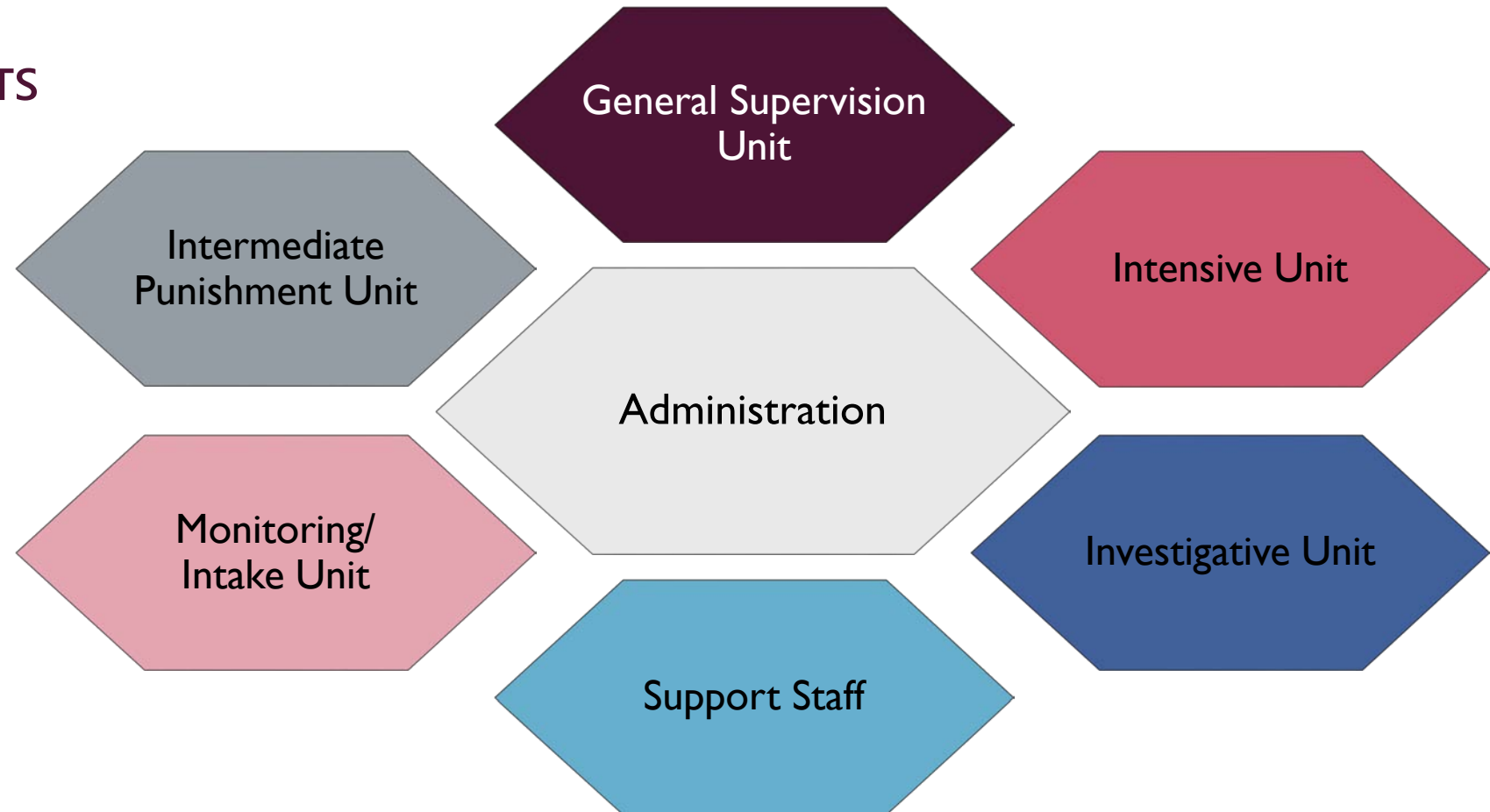
Probation
Aides and
Clerical Staff

38
Probation
Officers

4,772
Offenders
on Active
Supervision in
2016

ADULT PROBATION

FUNCTIONAL UNITS



ADULT PROBATION

2,208

Pre-Parole
Investigations
Completed

394

Pre-Sentence
Investigations
Completed

1,696

Court
Reporting
Network (CRN)
Evaluations
Completed

1,005

Offenders
Completing
Alcohol Safe
Driving School

ADULT PROBATION

PROGRAMS AND PROJECTS ACTIVE IN 2016

SPORE

Intensive
Supervision

In-House Drug
Testing
Program

Community
Corrections
Center

Competency/
Accountability
Programs

Prevention
Through Anti-
Violence Education
(PAVE)

Electronic
Monitoring

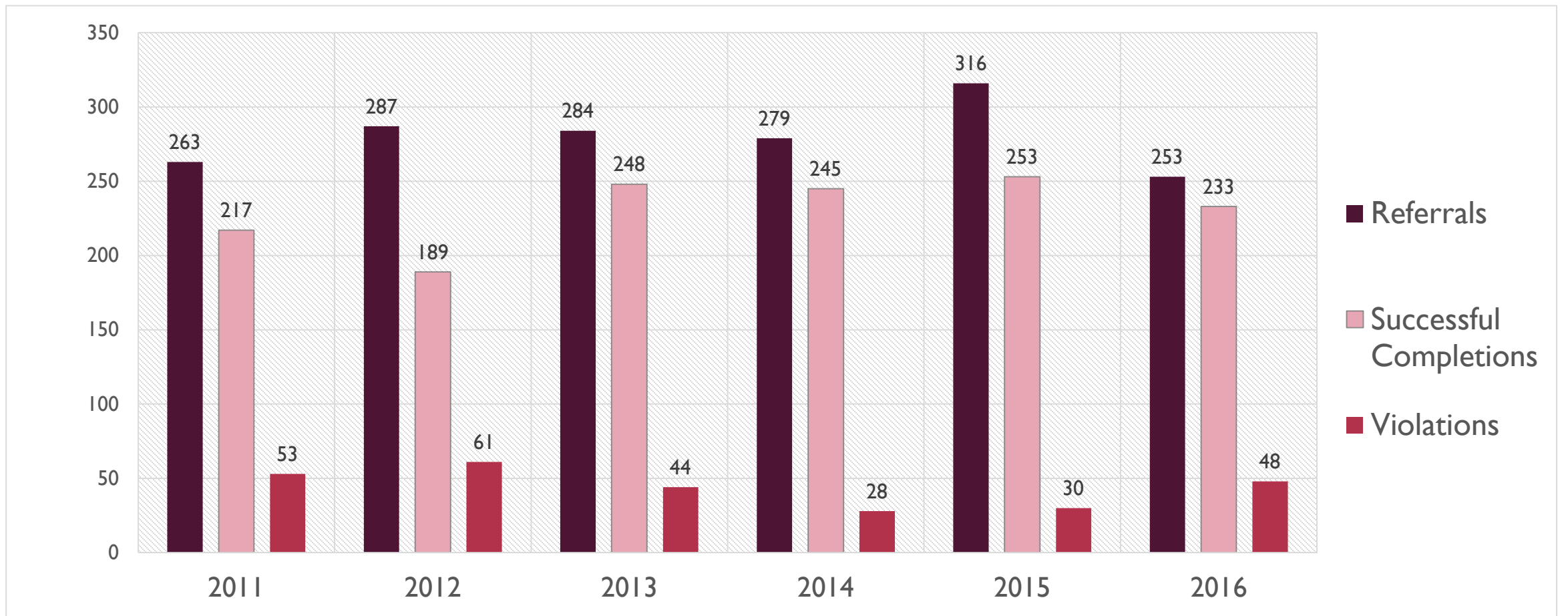
Treatment
Continuum
Alternative Project
(TCAP)

Alcohol Highway
Safety Project

Community Work
Service Project

ADULT PROBATION

ELECTRONIC MONITORING TRENDS



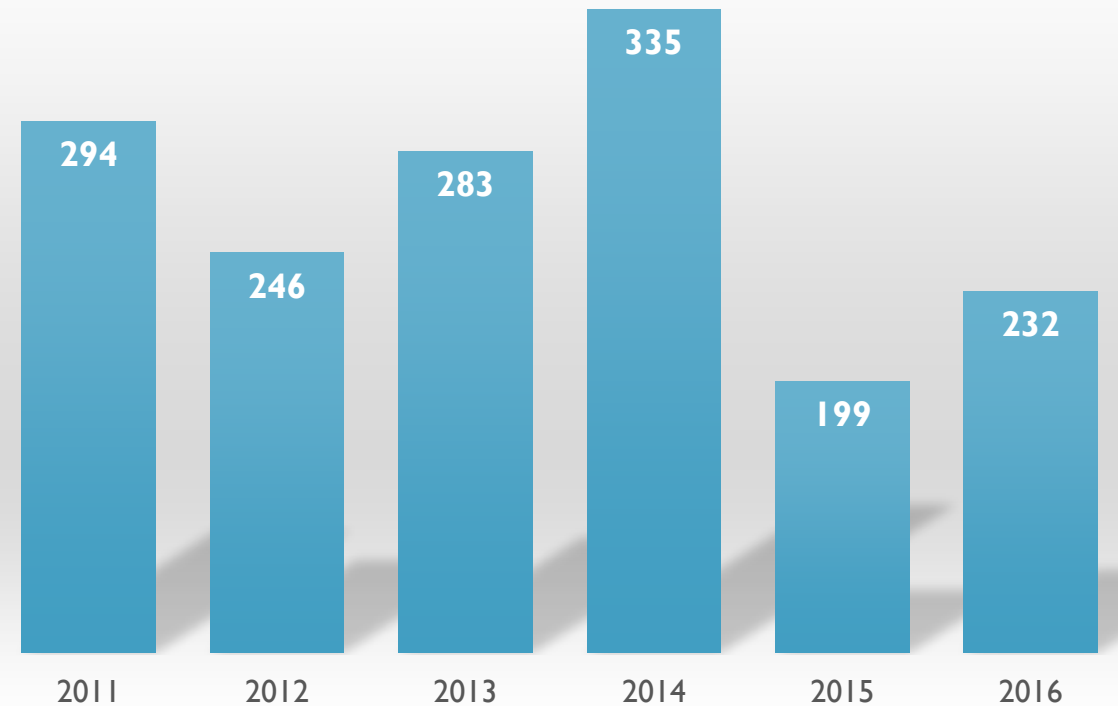
ADULT PROBATION

SPORE TRENDS

Special Program for Offenders in Rehabilitation and Education (SPORE) provide services for mentally ill offenders. Adult Probation Officers and Mental Health Caseworkers jointly supervise offenders on intensive and maximum supervision levels. A psychiatrist and psychologist are available for evaluations.

During 2016, SPORE received 232 formal referrals and 22 psychiatric evaluations were completed.

SPORE REFERRALS





JUVENILE PROBATION



JUVENILE PROBATION

MISSION STATEMENT

We are dedicated to working with juvenile offenders, their families, victims and the community by utilizing evidence based practices and balanced and restorative justice principles, in order to build competencies, reduce risk to reoffend, restore victims, protect the community and assist in promoting long term behavior change.

The Lehigh County Juvenile Probation Department is a division of the Court of Common Pleas, reporting to the Administrative Judge responsible for juvenile probation activities. The department, under the supervision of Chief Juvenile Probation Officer Elizabeth Fritz, is responsible to the court and the community for delivering necessary and appropriate services to those juveniles referred to the department. The jurisdiction of the Juvenile Court and the Juvenile Probation Department extends to both “delinquent” and “dependent” children as defined in the Pennsylvania Juvenile Act, Section 6302. In light of the mandate of this Act, it is essential for the department to have operational principles to guide its decision making and delivery of services.

JUVENILE PROBATION

THE BALANCED APPROACH



Community Protection: Residents have a right to live in a safe and secure community. Probation Officer's decisions must take into account the risk that each child poses and the degree of structure required to protect the community.

Accountability: Every juvenile offender is to be held accountable for his or her actions and behavior. When a juvenile commits an offense against a person or property, the juvenile incurs an obligation to the victim of that offense. Victims are to be compensated by the offender as a rehabilitative measure.

Competency Development: The department assesses each youth to determine how they can best become productive and responsible citizens. This is the part of our mission "that seeks to tap the strengths of young people, their immense capacity for change and growth, in order to achieve transformations."

JUVENILE PROBATION

ADMINISTRATION / MANAGEMENT

INTAKE UNIT (EVALUATION AND ASSESSMENT)

COMMUNITY BASED SUPERVISION

SPORE (MENTAL HEALTH AND ID)

PLACEMENT/AFTERCARE UNIT

COMMUNITY SERVICES UNIT

VICTIM SERVICES UNIT

LOW RISK SUPERVISION UNIT

NON PAYMENT OF COSTS AND FINES UNIT

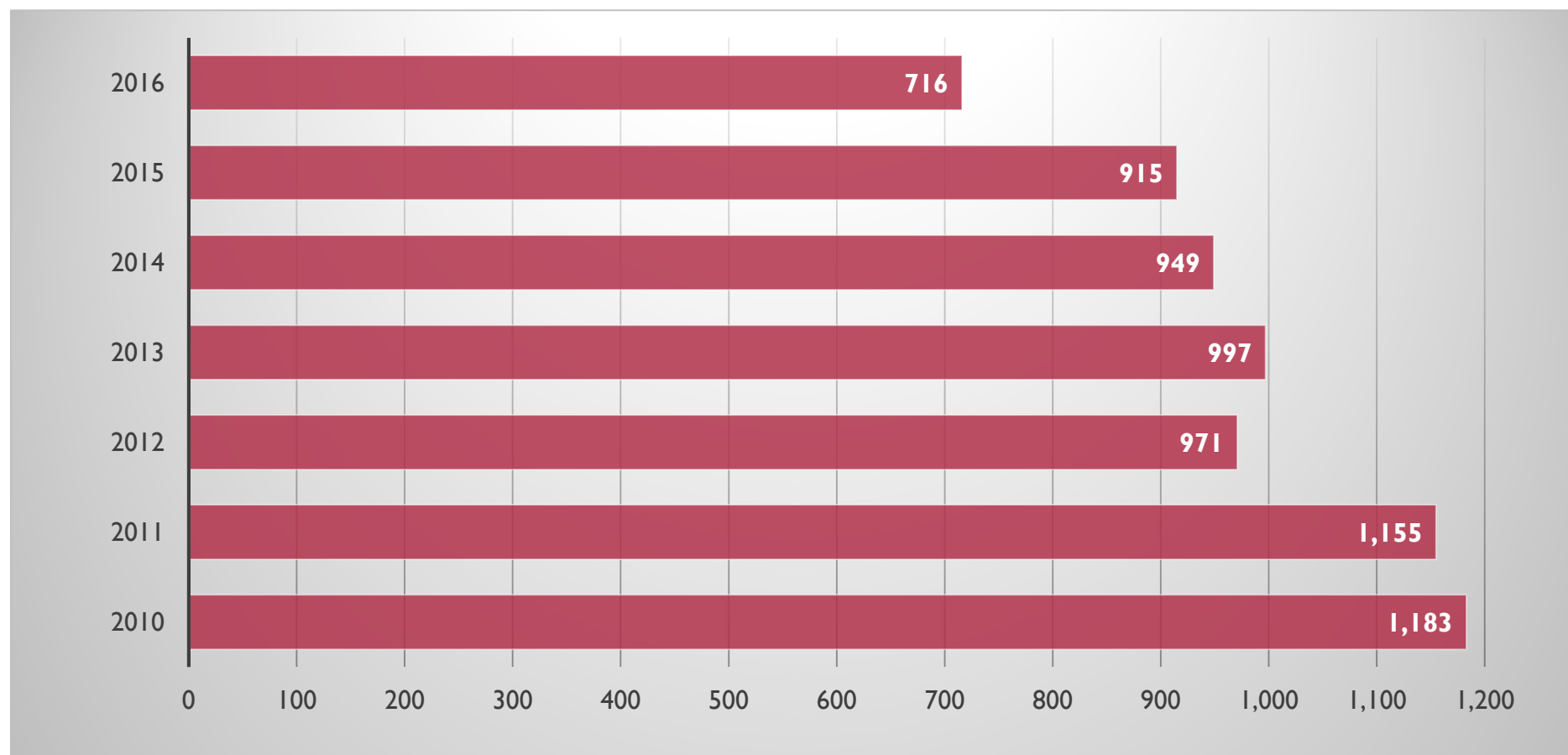
TRANSPORTATION UNIT

FISCAL UNIT

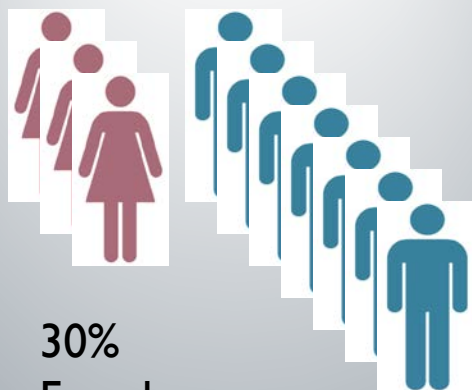
SUPPORT STAFF

JUVENILE PROBATION

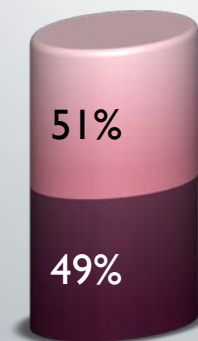
YOUTH UNDER SUPERVISION 2010-2016



JUVENILE PROBATION CLIENT PROFILE 2016

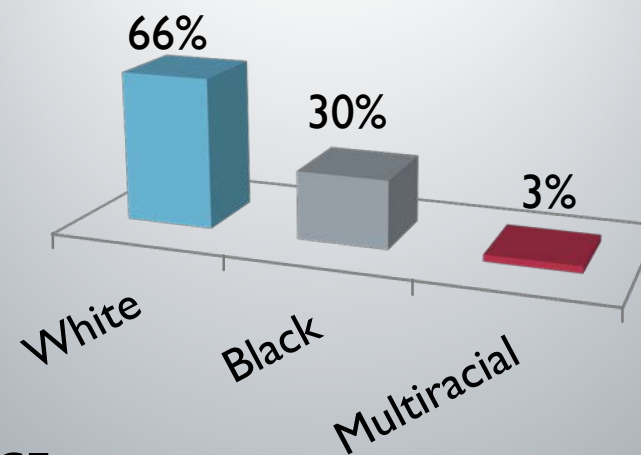


GENDER



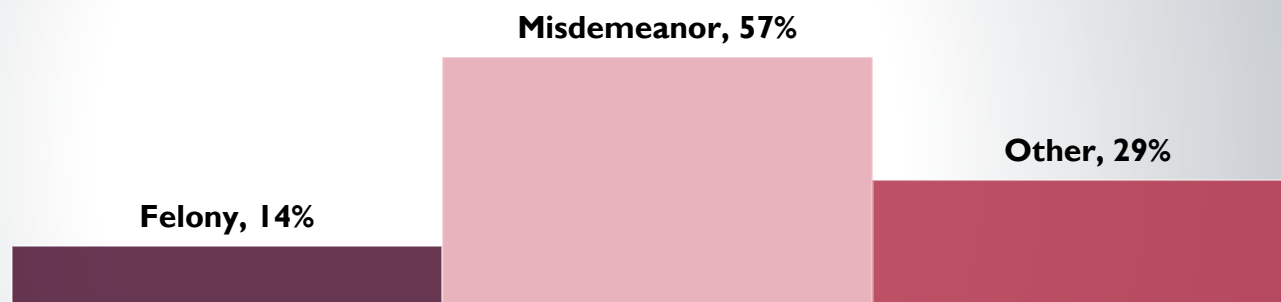
ETHNICITY

■ Non-Hispanic
■ Hispanic



RACE

OFFENSE TYPE



JUVENILE PROBATION

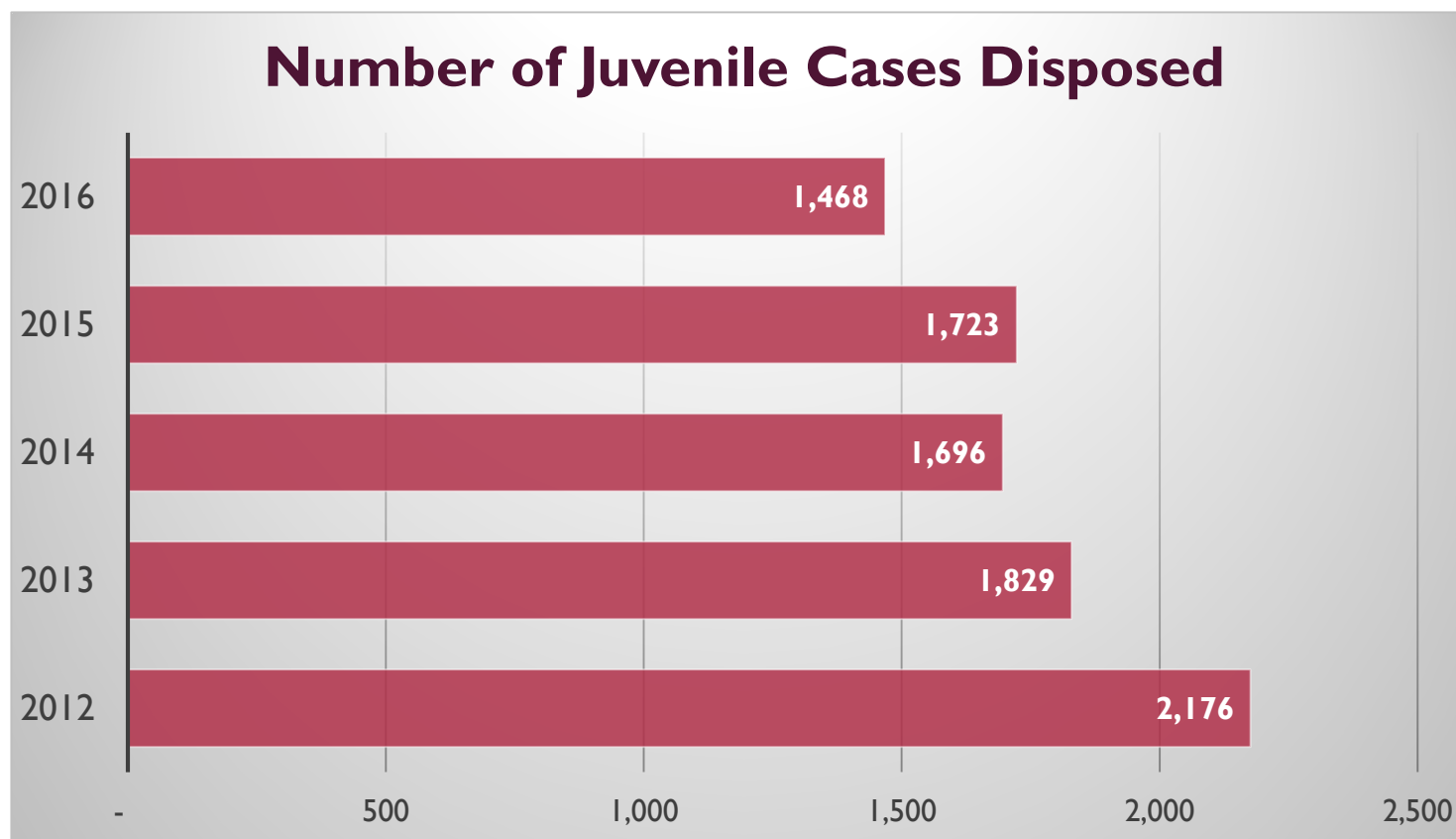
JUVENILE PROBATION PRIMARY DISPOSITIONS					
Year	Referrals/Written Allegations	Informal Adjustment	Consent Decree	Probation	Placement
2016	967	49	140	319	106*
2015	1,268	62	160	325	118*
2014	1,293	78	148	338	190
2013	1,175	61	175	305	221
2012	1,239	161	189	393	214
2011	1,475	259	184	479	209

*The Placement data for 2015 and 2016 does NOT include Drug and Alcohol and Mental Health placements that were not court commitments.

While referrals have been relatively flat for the past few years, complex issues within cases have increased significantly requiring more collaboration with system partners and heightened attention to the dynamics of the case. Heightened attention is also required for sex offender supervision. The use of drugs among youth, and gang activity, remain a concern for our probation officers and require an increased level of supervision. As has been the case for many years, the number of youth with a mental health diagnosis has continued to increase. These youth require special attention and interventions. **Each referral/written allegation may include multiple “cases” which may result in multiple dispositions per allegation. The numbers reflected above include our most frequent dispositions, but are not reflective of all our dispositions.**

JUVENILE PROBATION

Probation and placement dispositions can be counted more than once for the same juvenile as they represent each "case".



JUVENILE PROBATION: RISK/NEED STATUS

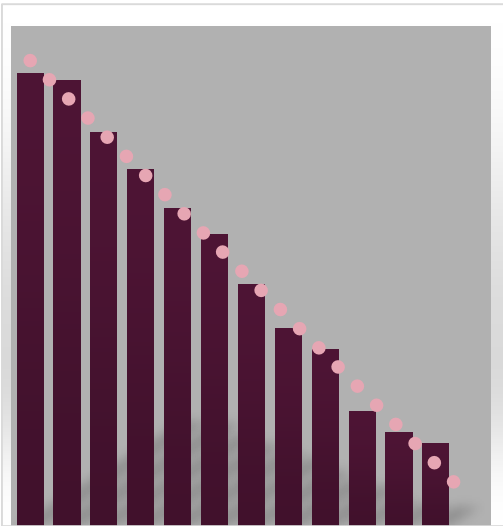
JUVENILE PROBATION RISK STATUS			
<u>Domain</u>	<u>Low</u>	<u>Moderate</u>	<u>High</u>
Prior and Current Offenses	78%	24%	6%
Family Circumstances / Parenting	73%	21%	6%
Education / Employment	29%	56%	15%
Peer Relations	38%	44%	17%
Substance Abuse	52%	30%	18%
Leisure / Recreation	27%	32%	41%
Personality / Behavior	25%	66%	9%
Attitudes / Orientation	61%	38%	2%
Overall Risk Status	44%	50%	6%

Research shows that to have the greatest impact on recidivism of delinquent behavior, the juvenile justice system must adhere to the principles of risk, need, and responsivity. In 2009, Lehigh County was one of the first 10 counties (now 66) in Pennsylvania to implement the Youth Level Service/Case Management Inventory (YLS/CMI). This instrument measures the youth's risk to reoffend, and helps prioritize the services necessary to affect change. This information is used to determine appropriate levels of supervision, develop case specific goals, and better allocate resources. This will hopefully produce better outcomes for youth and keep our communities safer.

In 2016, Juvenile Probation completed 1,164 assessments, showing that 44% of the assessments completed were low risk, 50% moderate risk, and 6% high risk. Each of the domains listed here represent the percentage of risk within each overall risk level.

JUVENILE PROBATION

DETENTION TRENDS 2005-2016

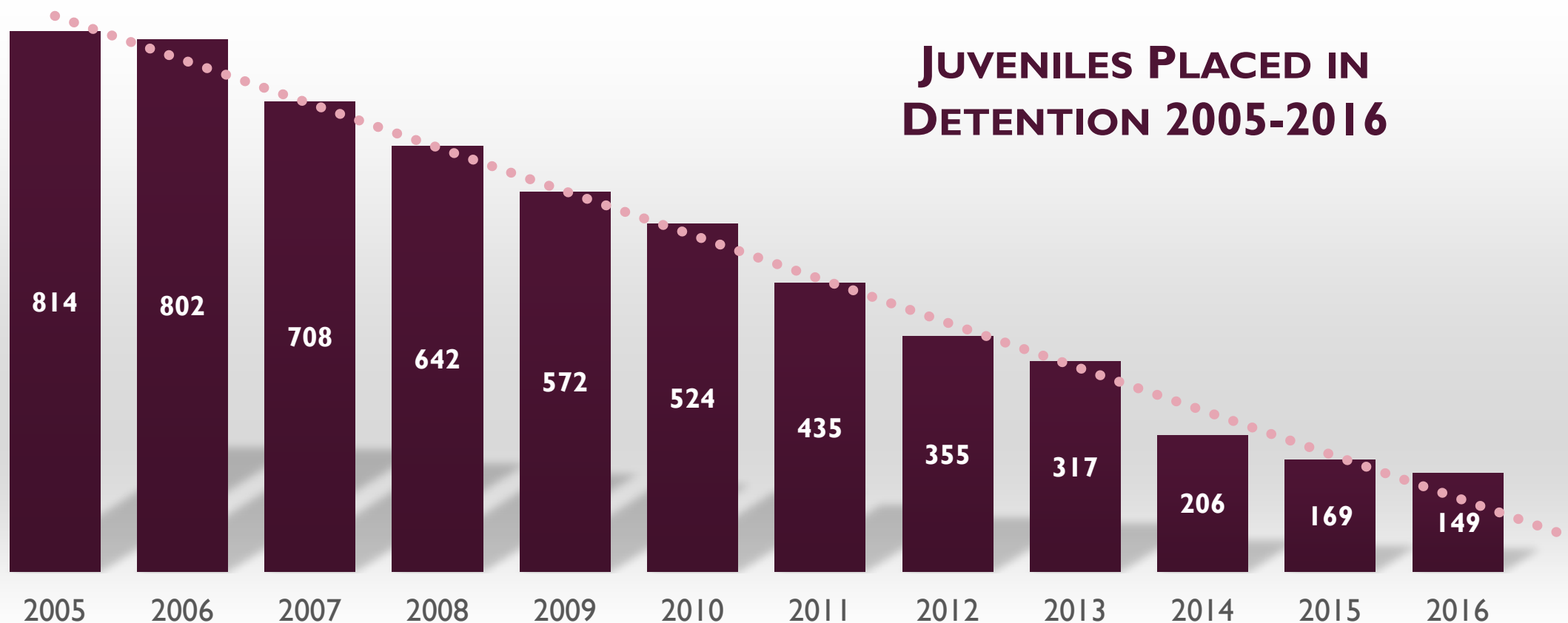


The decision to place a youth in a detention center is one of the most important decisions the juvenile court can make. Throughout the United States, recent emphasis has been on making better detention decisions based on whether each youth is at high risk to commit another crime or fail to appear for court. Lehigh County, as in many other jurisdictions throughout the country, has shown that by detaining the right youth, or selecting proper alternatives to detention, there has been little risk of reoffending or failing to appear for court. Lehigh County has seen decreasing numbers of youth placed in detention.

The decreasing trend is displayed clearly on the following chart.

JUVENILE PROBATION

JUVENILES PLACED IN DETENTION 2005-2016



JUVENILE PROBATION

OUTCOMES ON 493 JUVENILE PROBATION CASES CLOSED IN 2016

Juveniles who completed a community service obligation in full	92.5%
Juveniles in school or employed at case closing	91.7%
Juveniles who paid their restitution in full	69.7%
Juveniles who re-offended while under supervision	17.4%
Juveniles with a technical violation of probation requiring further court action	11.0%
Juveniles committed to placement (28 days or longer)	16.2%
Completion rate of juveniles ordered to Victim Awareness Curriculum	98.3%
Juveniles who completed a Competency Development activity while under supervision	96.8%

Probation officers are required to report outcome measures whenever they release a juvenile from probation supervision. These outcomes measure activities while under supervision.

JUVENILE PROBATION PROGRAMS

Young Offenders Program	Evening Reporting Center	College Mentoring
Retail Theft Program	Underage Drinking Program	Young Artist Program
Marijuana Awareness Program	Aggression Replacement Training	Forward Thinking Journaling
Crossroads & Victim Awareness Curriculum	Thinking for a Change	Community Work Service Program



MAGISTERIAL DISTRICT COURTS



MAGISTERIAL DISTRICT COURTS

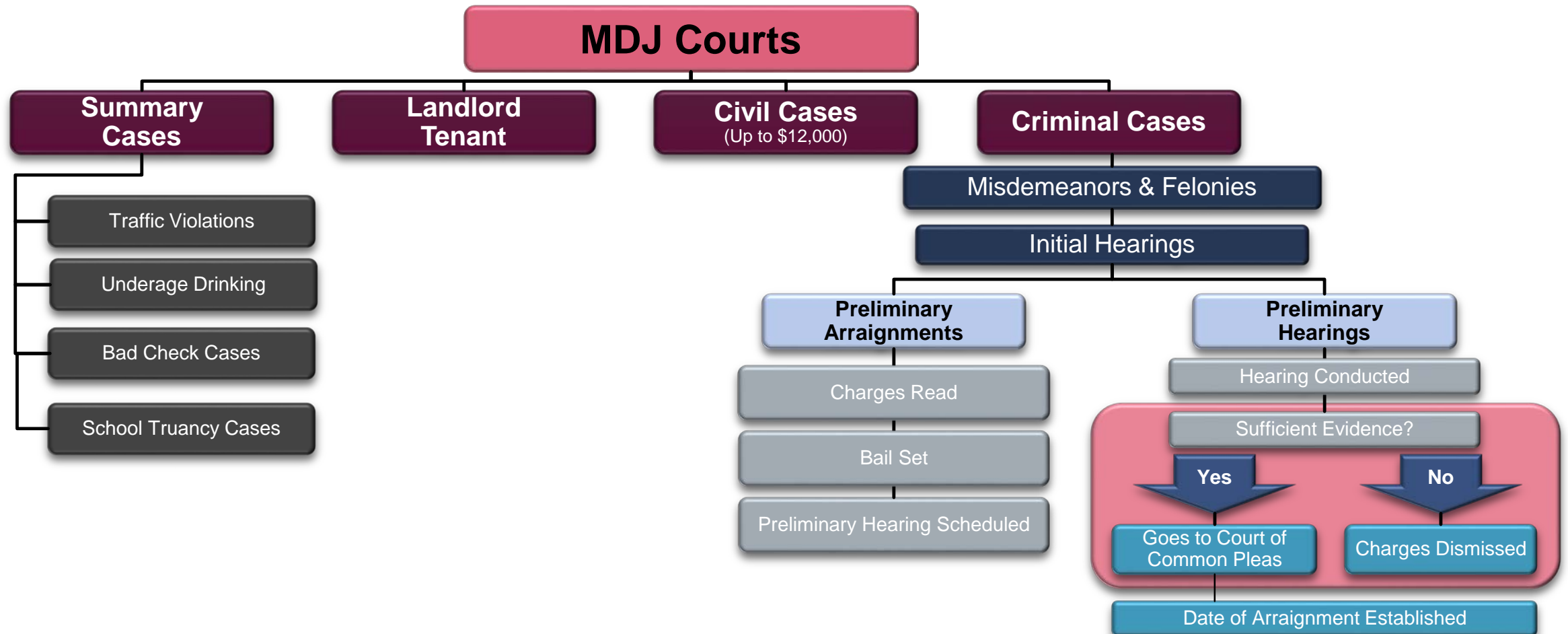
The Lehigh County Magisterial District Court consists of 14 District Courts, Night Court and Central Court. The supervision of each District Court is the responsibility of the elected Magisterial District Judge, a state employee.

The employees within the specific office are Lehigh County judicial employees and the personnel and administrative functions fall under the responsibility of the District Judge Administrator, H. Gordon Roberts.

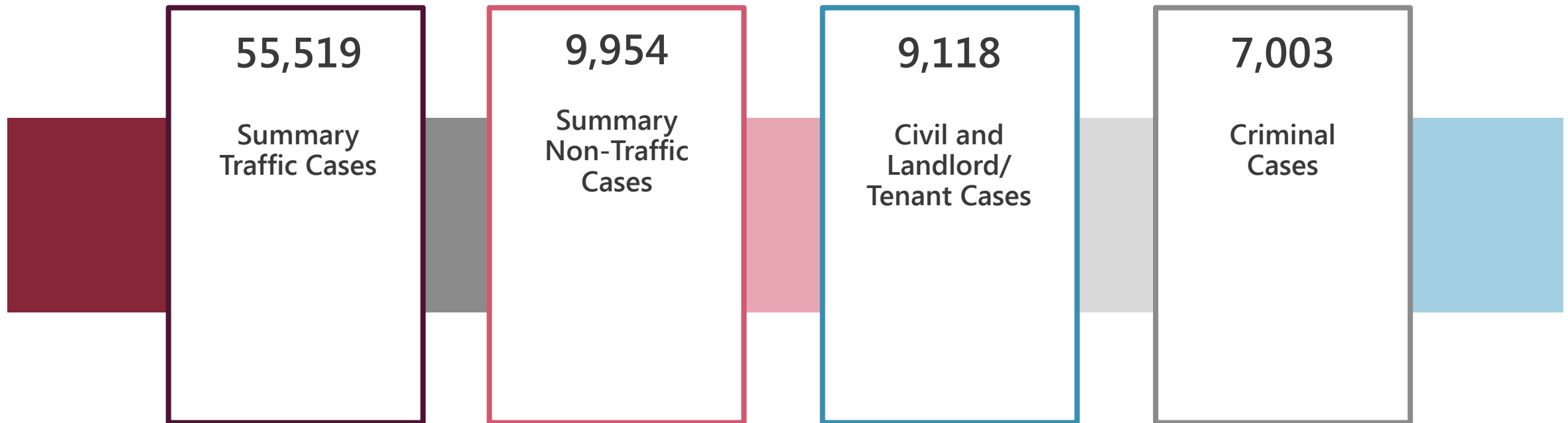
2016 Magisterial District Judges

31-1-01 Patricia M. Engler
31-1-02 Rashid O. Santiago
31-1-03 Ronald S. Manescu
31-1-04 David M. Howells
31-1-05 Michael D. D'Amore
31-1-06 Wayne Maura
31-1-07 Robert C. Halal
31-1-08 Michael J. Pochron
31-2-01 Karen C. Devine
31-2-02 Jacob E. Hammond
31-2-03 Donna R. Butler
31-3-01 Rod R. Beck
31-3-02 Michael J. Faulkner
31-3-03 Daniel C. Trexler

JURISDICTION OF THE MDJ COURTS



MDJ COURT FILINGS 2016



SPECIAL MDJ COURTS

NIGHT COURT

- Preliminary Hearings for Arrests made after Courthouse hours
- Bail Payments
- Emergency PFA Orders
- Constable Warrant Matters

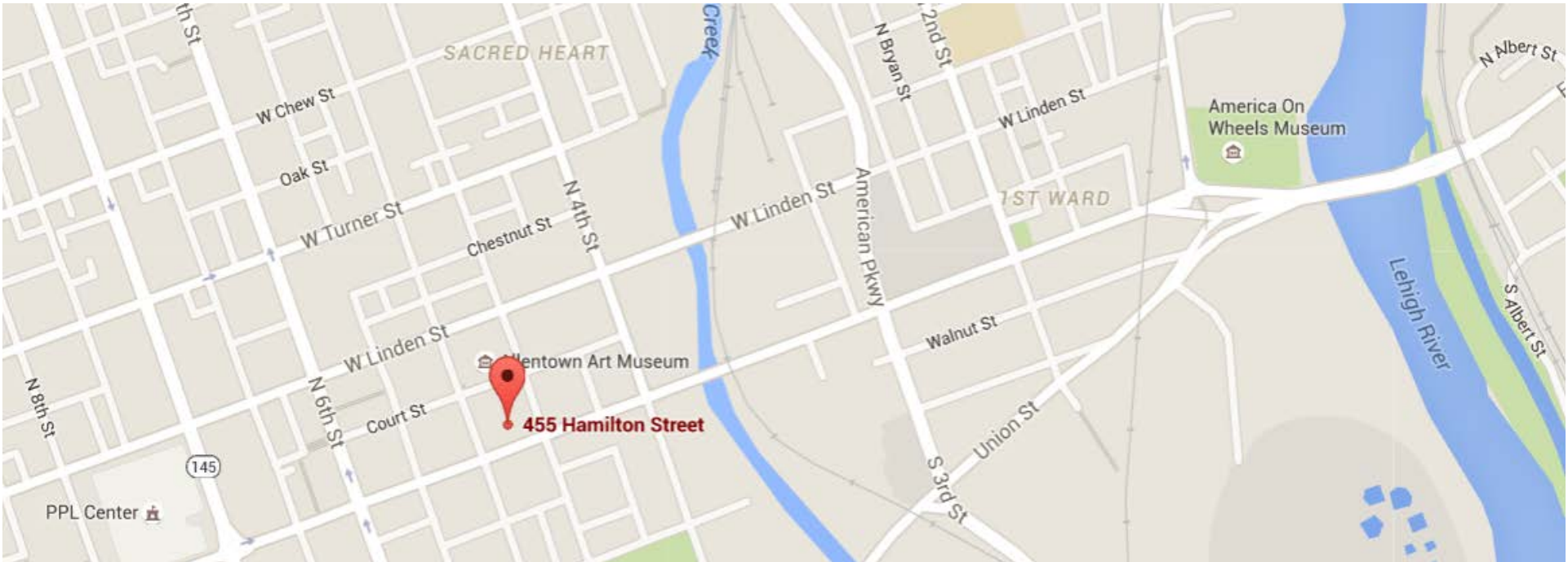
CENTRAL COURT

- Preliminary Hearings for all Incarcerated Defendants
- Located within the Lehigh County Courthouse
- 14 MDJs preside on a rotating schedule

MDJ COURT ADMINISTRATION

1. In 2015 and 2016 many Lehigh County police departments and the Pennsylvania State Police began to “e- file” traffic citations. E-filing allows citation information to be received and docketed electronically at the District Court via the Administrative Office of Pennsylvania Courts (AOPC). There is a significant savings by eliminating the double entry of citation information. While this project will near its completion in 2017, the Courts, through the AOPC, continue to streamline the data entry and records management process. 2017 plans include a major case file scanning project intended to allow the district court to scan the completed case file information directly to the Clerk of Judicial Records Office. This will allow case file information to be made available quickly to many of the Departments and offices in the Lehigh County Courthouse and will reduce the amount of space required to store paper files currently stored in accordance with the rules established by the State.
 2. The District Courts had the means to accept credit card payments on-line utilizing two different methods and in 2016 there was growing interest in having credit card payment machines in the District Court offices. This would allow the Court customer to by-pass the need to go on-line for credit card payments. During September 2016, the District Court offices installed connections to now have three (3) differing methods of accepting payments for fines and costs in the District Courts. Although additional review is required, credit card payments may be expanded to payment of filing costs for civil actions in the District Court offices.
 3. Emergency Protection From Abuse Actions are a very important part of the business of the District Courts. Under review are the technological options to expedite the communications between applicants for Emergency Protection From Abuse Orders and the Magisterial District Judge providing Countywide coverage when the Courthouse is closed. With the guidance of the Court of Common Pleas and assistance from the Lehigh County Information Technology Department a new means of communication will be established in 2017 to reduce any unnecessary delay between the applicant and the on-call Magisterial District Judge.
- The Magisterial District Judge Administration makes efforts to modernize and streamline the operations of the courts.**

CONTACT THE COURT



Court of Common Pleas of Lehigh County

Telephone: 610-782-3014

455 W. Hamilton Street

www.lccpa.org

Allentown PA 18101