

Annual Report

THE 31ST JUDICIAL DISTRICT OF PENNSYLVANIA

Judges of the Court of Common Pleas



PRESIDENT JUDGE EDWARD D. REIBMAN

JUDGE ROBERT L. STEINBERG

JUDGE J. BRIAN JOHNSON

JUDGE KELLY L. BANACH

JUDGE JAMES T. ANTHONY

JUDGE MARIA L. DANTOS

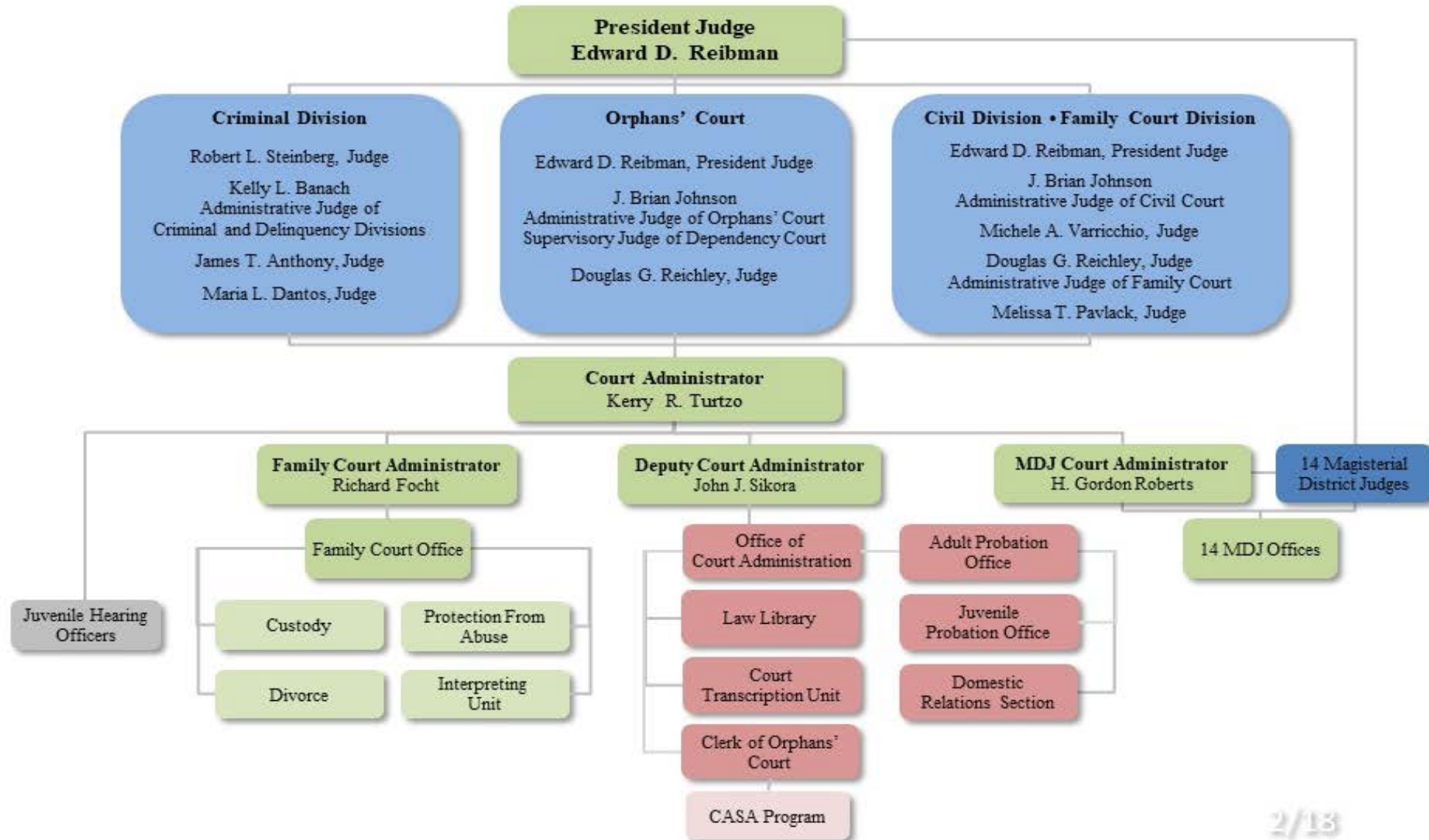
JUDGE MICHELE A. VARRICCHIO

JUDGE DOUGLAS G. REICHLEY

JUDGE MELISSA T. PAVLACK

SENIOR JUDGE CAROL K. MCGINLEY

2018 Court Organization



Court Administration

Providing Management

Office of the Court Administrator

MANAGING COURT ADMINISTRATIVE FUNCTIONS

Complex modern courts require the delegation of administrative functions to the Court Administrator. The Office of the Court Administrator manages the non-judicial functions of the Court under the guidance of the President Judge, providing judges with more time for adjudication.

In Lehigh County, Jury Management, the Court Transcription Unit, Library Information Services and the CASA program are considered components of Court Administration.

In 2018, District Court Administrator, Kerry R. Turtzo and Deputy District Court Administrator, John J. Sikora, continued to serve in the positions to which they were appointed in 2016.

Personnel

Fiscal
Management

Calendar &
Scheduling
Management

Jury
Management

Information
Systems

Facilities
Management

Equipment &
Technology
Management

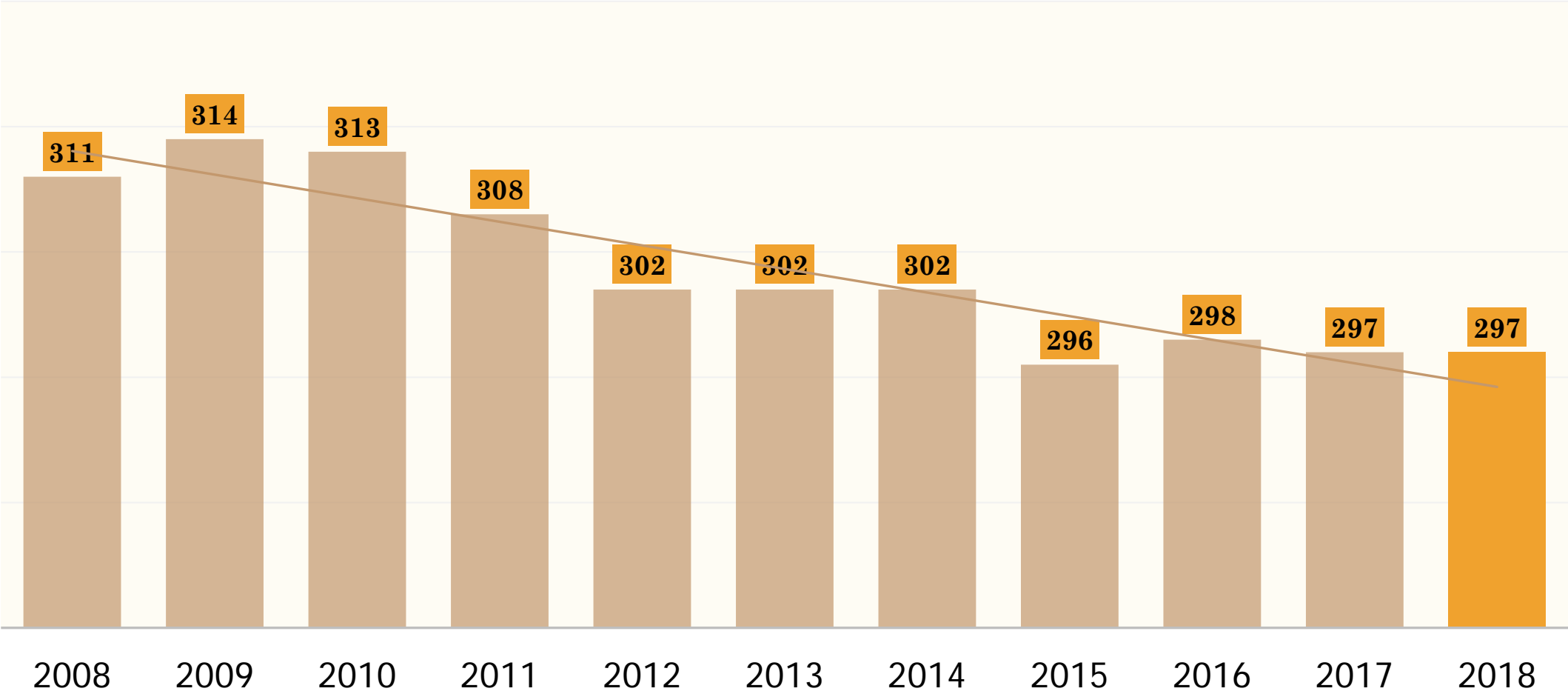
Legal
Resource
Procurement

Records
Control

Public
Information

Personnel

FULL TIME JUDICIAL PERSONNEL



Personnel

FULL TIME JUDICIAL EMPLOYEES BY DEPARTMENT

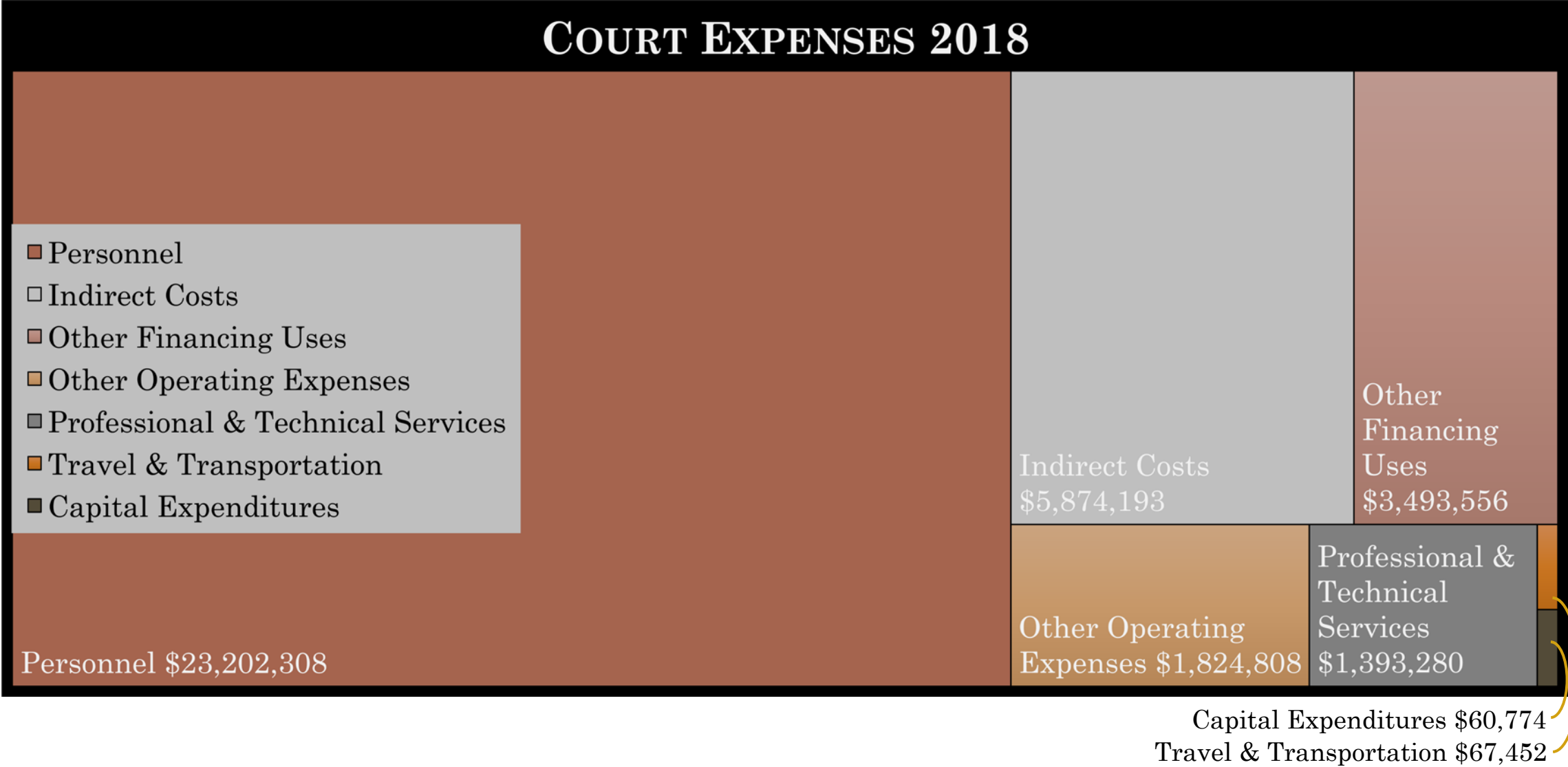
YEAR	2012	2013	2014	2015	2016	2017	2018
COURT ADMINISTRATION	83	83	83	76	76	75	75
ADULT PROBATION	50	50	50	52	54	54	54
JUVENILE PROBATION	49	49	49	48	48	48	48
ORPHANS' COURT	6	6	6	6	6	6	6
DOMESTIC RELATIONS	62	62	62	62	62	62	62
DISTRICT JUDGE	51	51	51	51	51	51	51
LAW LIBRARY	1	1	1	1	1	1	1
TOTAL	302	302	302	296	298	297	297

Fiscal Management

COURT REVENUE 2018



Fiscal Management



Grant Funding

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

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

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.

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.

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

Grant Funding

2018 CRIMINAL JUSTICE ADVISORY BOARD GRANT ACTIVITIES

ADULT PROBATION					JUVENILE PROBATION			
PROJECT TITLE	GRANT	GRANT \$	DEPART- MENT	STATUS	PROJECT TITLE	GRANT	GRANT \$	STATUS
Adult Probation/ Drug/Alcohol Restrictive Intermediate Punishment	PCCD	\$647,374	SCA/ Adult Probation	Awarded	Second Chance Act Grant-Violence Prevention Program	OJJDP	\$333,948	Active
Grant-In-Aid Continuing Program for the Improvement of Adult Probation Services	PBPP	\$583,723	Adult Probation	Awarded	Grant-In-Aid/Juvenile Justice System Enhancement Strategy Implementation Plan	JCJC	\$467,389	Awarded
					Juvenile Court Judges' Commission Training Grant	JCJC	\$18,000	Awarded

Jury Management 2018

PROVIDING SELECTION AND CONTROL OF JURORS

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 only keeps 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.

A **new Jury Management System** was implemented in 2017. The web-based system will allow potential jurors to complete qualification questionnaires online. Correspondence to jurors about their status and reminders will be possible via United States Postal Service, text message, and email, significantly decreasing mailing costs. Also expected to be reduced is the time Court Administration staff must spend in processing hard-copy summonses mailed to prospective jurors.

30,368
Jury Summonses Mailed

2,167
Jurors Reporting for Duty

1,460
Jurors Sent to Voir Dire
for Selection

356
Jurors Impaneled or
Sworn In

Court Appointed Special Advocate

PROVIDING "EYES AND EARS" FOR THE COURT

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.



CASA Permanent Homes 2018

PROVIDING PERMANENT HOMES FOR CHILDREN

3



Kinship Care
Solutions
Found

2



Children
were
Reunited
with
Biological
Family

7



Children
were
Expedientiously
Adopted

33



Average
Number of
Months a
Child with a
CASA is in
Foster Care

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.

Court Appointed Special Advocate

CASA BY THE NUMBERS

- Active CASA Volunteers in 2018

43 +



- Abused and Neglected Children Served

75 +



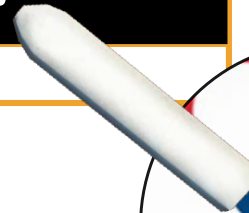
- CASA Volunteers appointed as Educational Decision Makers for 12 Children

7 =



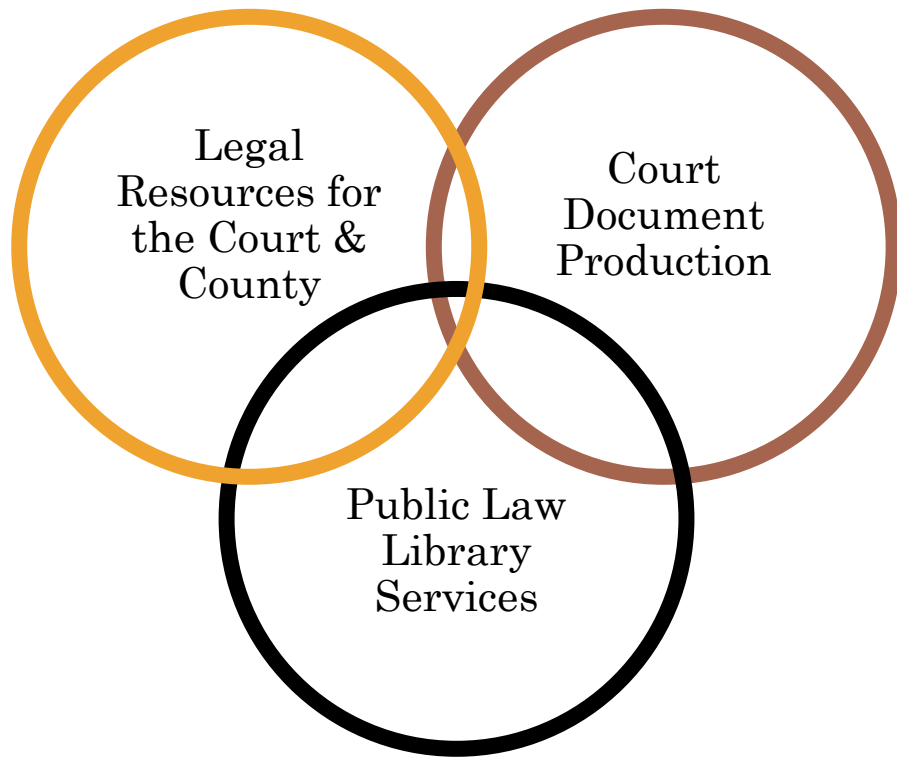
- Pennsylvania's 3rd Largest CASA Program!

#3!



Library Information Services

PROVIDING ACCESS TO LEGAL RESOURCES



Founded in 1869, the Lehigh County Law Library fills an essential role for the court and community by providing access to Pennsylvania and United States legal sources.

Lorelei A. Broskey, M.L.S., Director, oversees the three related missions of the Library Information Services department:

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

Library Information Services 2018

**\$5.5
Million**

Retail value of the **72,524** Westlaw online research transactions performed by the Court, County Employees and Law Library Patrons during **5,600+** hours of research.

\$462,049

Actual cost of all online and print legal resources **received, processed and delivered** to the Lehigh County Law Library, court and county offices on 806 invoices most representing multiple print volumes.

10,415

Total of **5,444** Westlaw Public Access Program and **4,971** Lexis Advance Public Access Program searches performed by patrons in the public Lehigh County Law Library.

8,814

Pages of legal research printed and photocopies made by patrons in the public Law Library.

1,273

Law books circulated by Lehigh County Law Library patrons. Some 592 items were renewed by telephone.

The Court of Common Pleas of Lehigh County

Providing Civil and Criminal Justice

Court Divisions

CRIMINAL/JUVENILE COURT DIVISION

Criminal Court

**Juvenile
Delinquency Court**

CIVIL/FAMILY COURT DIVISION

Civil Court

Family Court

**Juvenile
Dependency Court**

ORPHANS' COURT DIVISION

The Orphans' Court

**Marriage License
Bureau**

Criminal/Juvenile Court Division

2018 CRIMINAL/JUVENILE DIVISION JUDGES

4,626

- New Adult Criminal Cases
- 9 Cases were Homicides

The judges assigned to the Criminal/Juvenile Court Division are responsible for handling adult criminal cases as well as juvenile delinquency matters.

**ROBERT L. STEINBERG,
JUDGE**

**KELLY L. BANACH,
JUDGE**

**ADMINISTRATIVE JUDGE OF
CRIMINAL AND JUVENILE DELINQUENCY
DIVISIONS**

**JAMES T. ANTHONY,
JUDGE**

**MARIA L. DANTOS,
JUDGE**

Criminal/Juvenile Court Division

ADULT CRIMINAL COURT

The four judges in the Criminal/Juvenile Court Division utilize an individual calendaring system. The assigned judge handles the case from formal arraignment through disposition.

All probation and parole violations and any post-sentence motions are handled by the judge who sentenced the defendant.

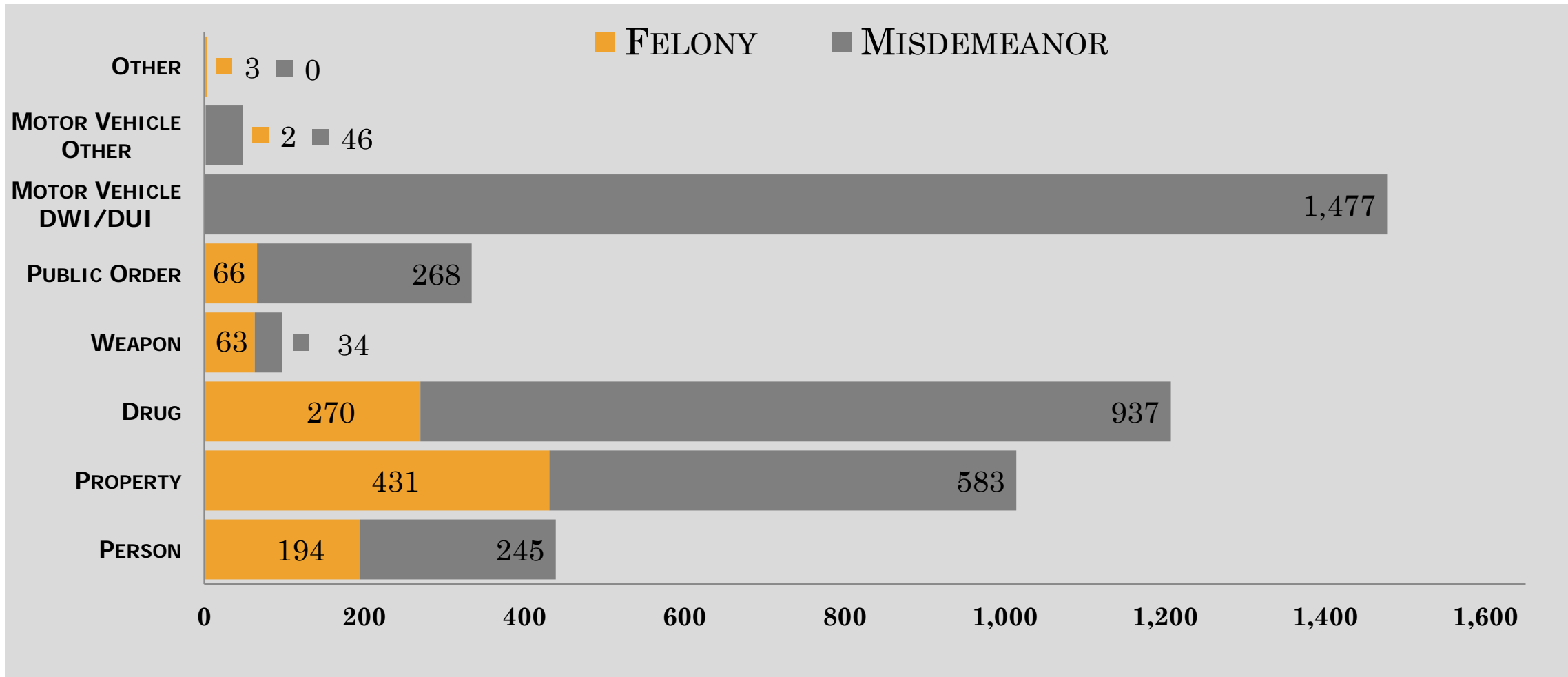
CRIMINAL FILINGS AND DISPOSITIONS FOR 2018

New Cases	4,626
Reopened Cases	235
ARD	1,674
Dismissed/Withdrawn	98
Guilty Plea	3,164
Jury Trial	15
Non-Jury Trial	12
Inactive	202
Other	5
Total Cases Processed	5,170

Criminal/Juvenile Court Division

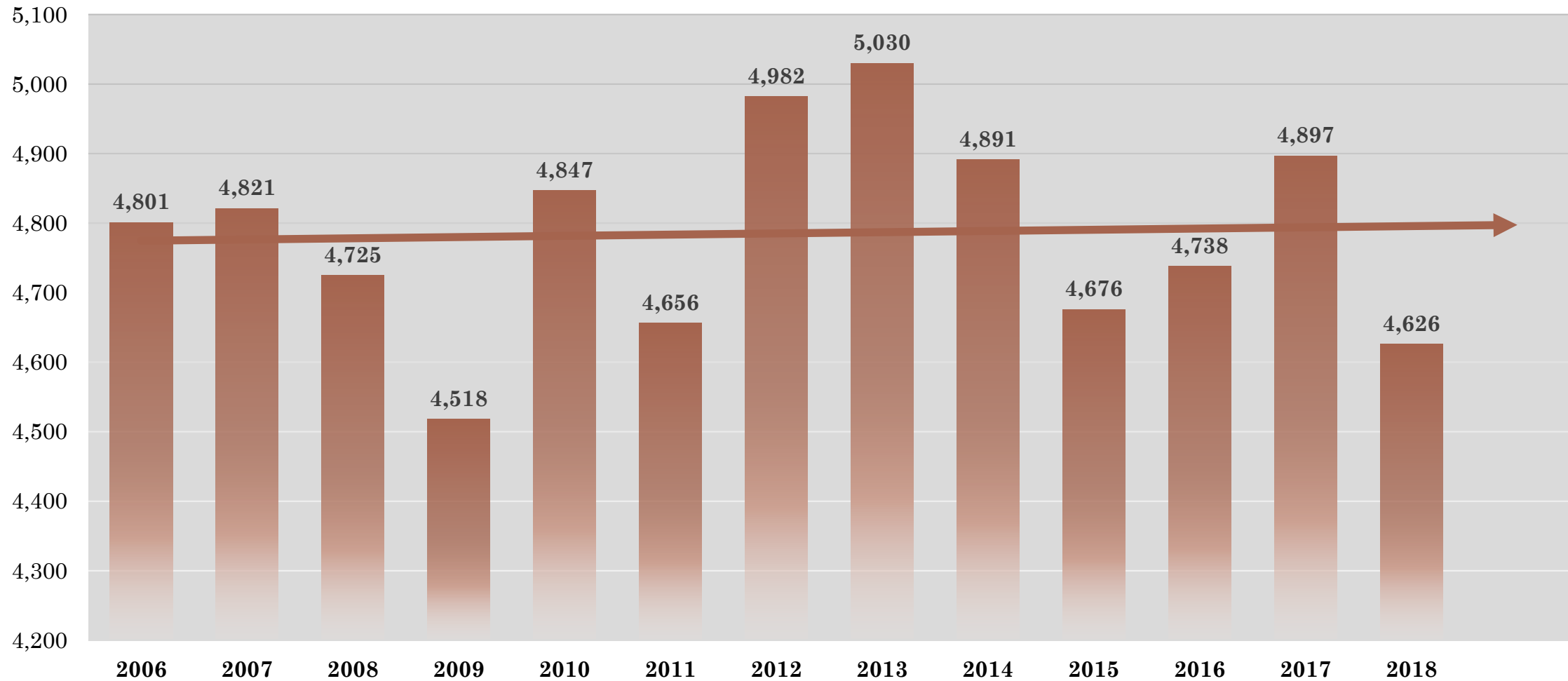
9/17/2019

2018 CRIMINAL CASE TYPE



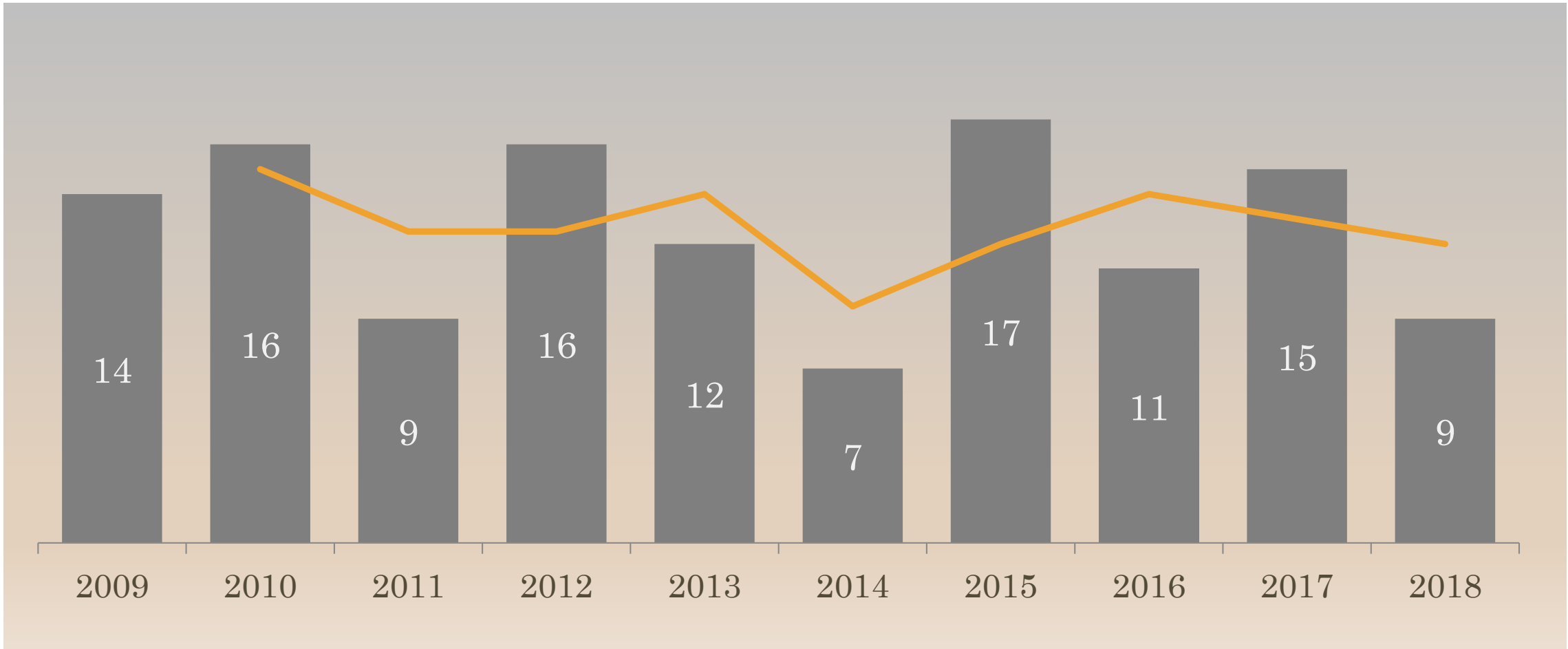
Criminal/Juvenile Court Division

NEW CRIMINAL CASES FILED TREND 2006-2018



Criminal/Juvenile Court Division

ANNUAL HOMICIDE FILINGS 2009-2018 WITH MOVING AVERAGE



JUVENILE COURT

Juvenile Court, in 2018, 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 is responsible for cases involving juvenile delinquency and juvenile dependency. The Juvenile Court judges are assisted by two full-time Juvenile Court Hearing Officers, Theresa M. Loder, Esquire and Jacquelyn C. Paradis, Esquire, who adjudicate both delinquency and dependency cases. In 2018, Juvenile Judges and Hearing Officers disposed of 716 delinquency cases and 332 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 540 new delinquency filings in 2018.

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

2018 CIVIL/FAMILY DIVISION JUDGES

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.

**EDWARD D. REIBMAN,
PRESIDENT JUDGE**

**J. BRIAN JOHNSON, JUDGE
ADMINISTRATIVE JUDGE OF
CIVIL AND ORPHANS' COURT
SUPERVISORY JUDGE OF
DEPENDENCY COURT**

MICHELE A. VARRICCHIO, JUDGE

**DOUGLAS G. REICHLEY, JUDGE
ADMINISTRATIVE JUDGE OF
FAMILY COURT**

MELISSA T. PAVLACK, JUDGE

Civil/Family Court Division

CIVIL COURT OPERATIONS

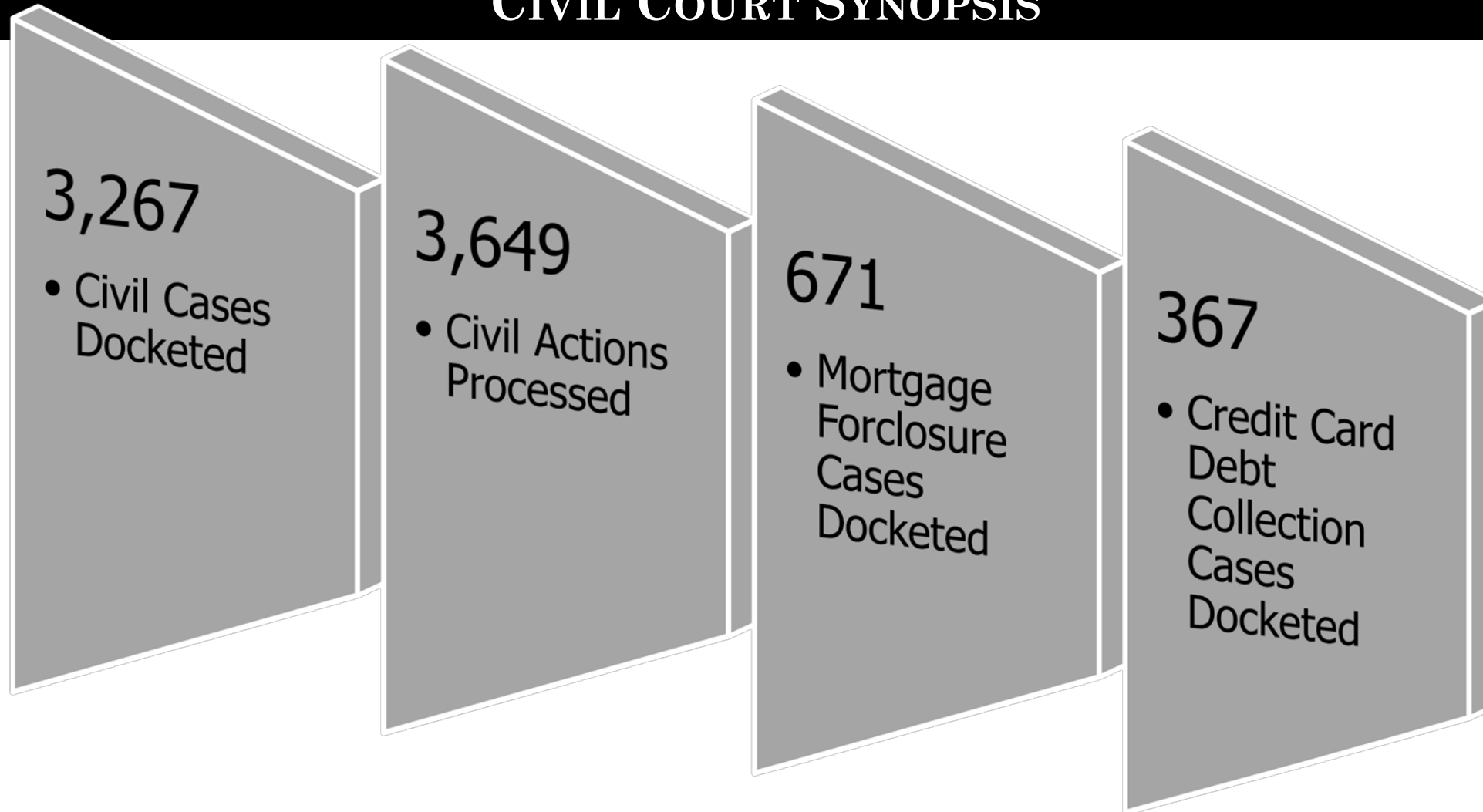
Civil actions involve the resolution of private conflicts between people or institutions. Civil cases include personal injury or personal property claims, matters of equity, products liability, malpractice, or commercial and contract disputes. License and Registration Suspension Appeals, Mortgage Foreclosures, Assessment Appeals, Quiet Title Actions, Zoning Appeals, Ejectment and Actions in Replevin are also in the civil category.

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 1,800 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/Family Court Division

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 a division 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 Clerk of the Orphans' Court is an appointed position held by Wendy A. W. Parr. Janet Thwaites, Esquire, serves as Orphans' Court Counsel.

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. In addition to the Orphans' Court Administrative Judge, J. Brian Johnson, four other judges are assigned to the Orphans' Court Division.

WHY “ORPHANS” COURT?

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, including 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, (many cases involve more than one paternal parent) 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

2018 ORPHANS' COURT SYNOPSIS

22

- Appointment of Minor Guardian Cases Processed

28

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

6

- Judicial Bypass Hearings Pursuant to the Abortion Control Act Held

34

- Fiduciary Accountings Audited, Confirmed, & Adjudicated

72

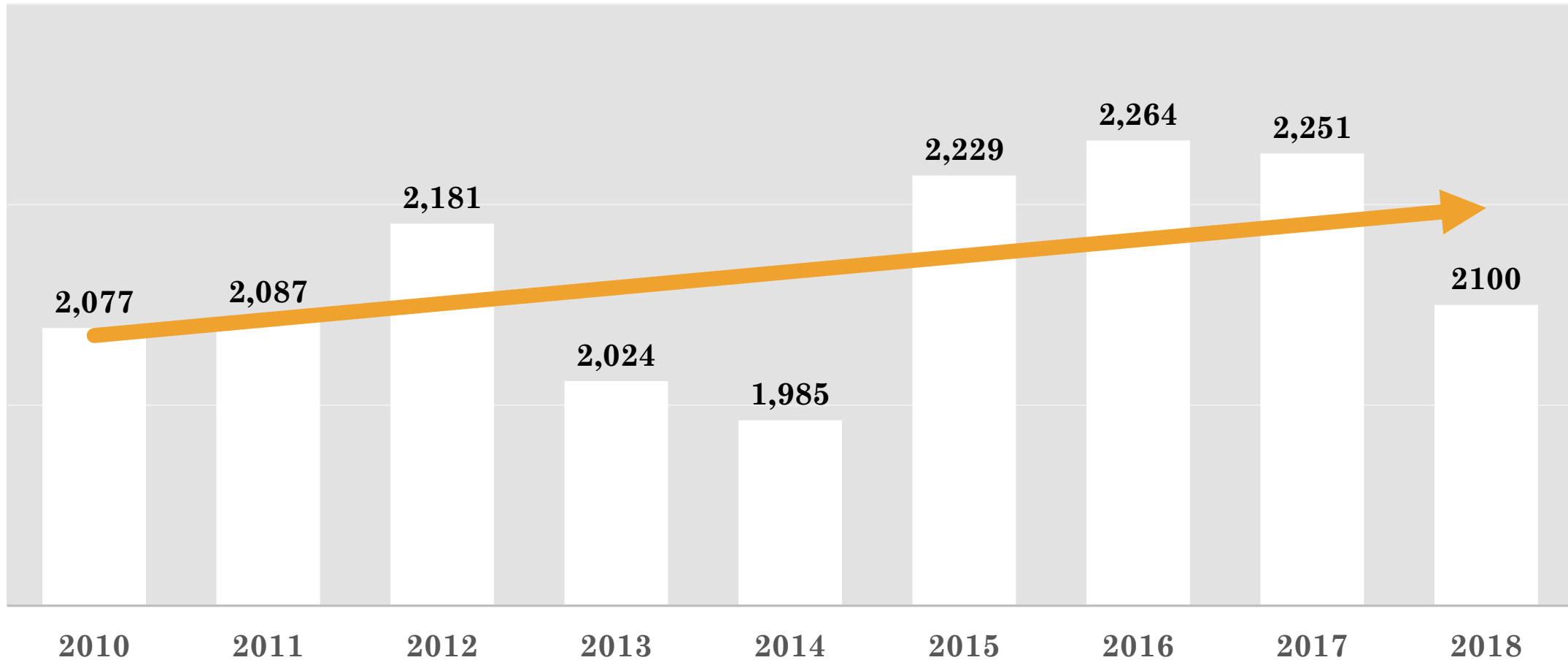
- Adoptions Granted

102

- Persons adjudicated incapacitated & appointed guardians for their persons and/or estates

Orphans' Court Division

**Marriage Licenses issued in Lehigh County in years 2010 to 2018.
In May 2014, Pennsylvania Law changed to permit same-sex marriages.**



Court Related Offices

Providing Operational Support to the Court

Court Offices

FAMILY COURT OFFICE

Divorce

Custody

Protection From
Abuse

Interpreting
Unit

DOMESTIC RELATIONS SECTION

Paternity

Child Support

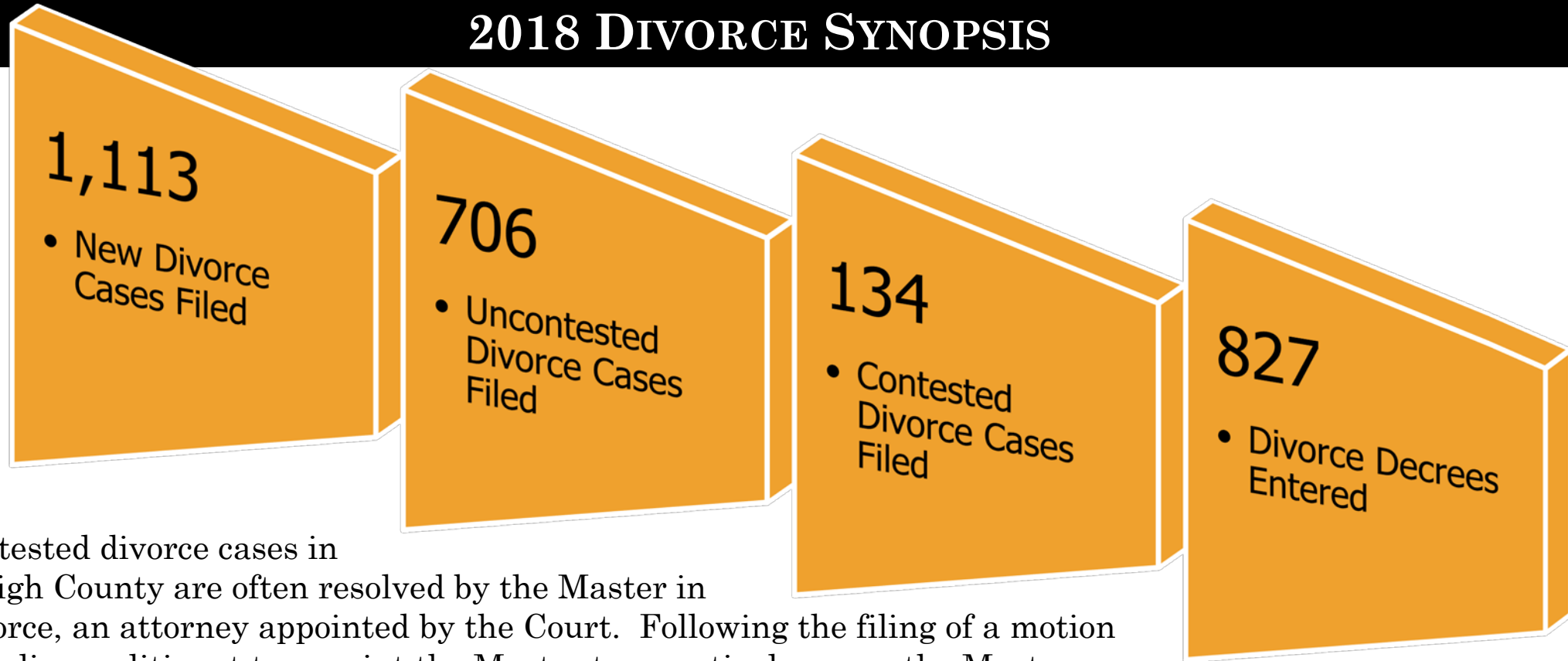
Spousal Support

ADULT PROBATION AND PAROLE DEPARTMENT

JUVENILE PROBATION DEPARTMENT

Family Court: Divorce

2018 DIVORCE SYNOPSIS



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.

Family Court: Child Custody

Most parties in custody cases are not represented by attorneys. This graphic illustrates an approximation of the ratio.

When a self-represented custody litigant comes to the Family Court Office, an intake employee asks questions to begin the assessment of whether the Lehigh County Court has jurisdiction to decide the custody issue. The intake employee provides the litigant with the necessary forms to start a custody lawsuit. General instruction on completing the forms, and filing and serving the pleadings on the other parent are also provided.

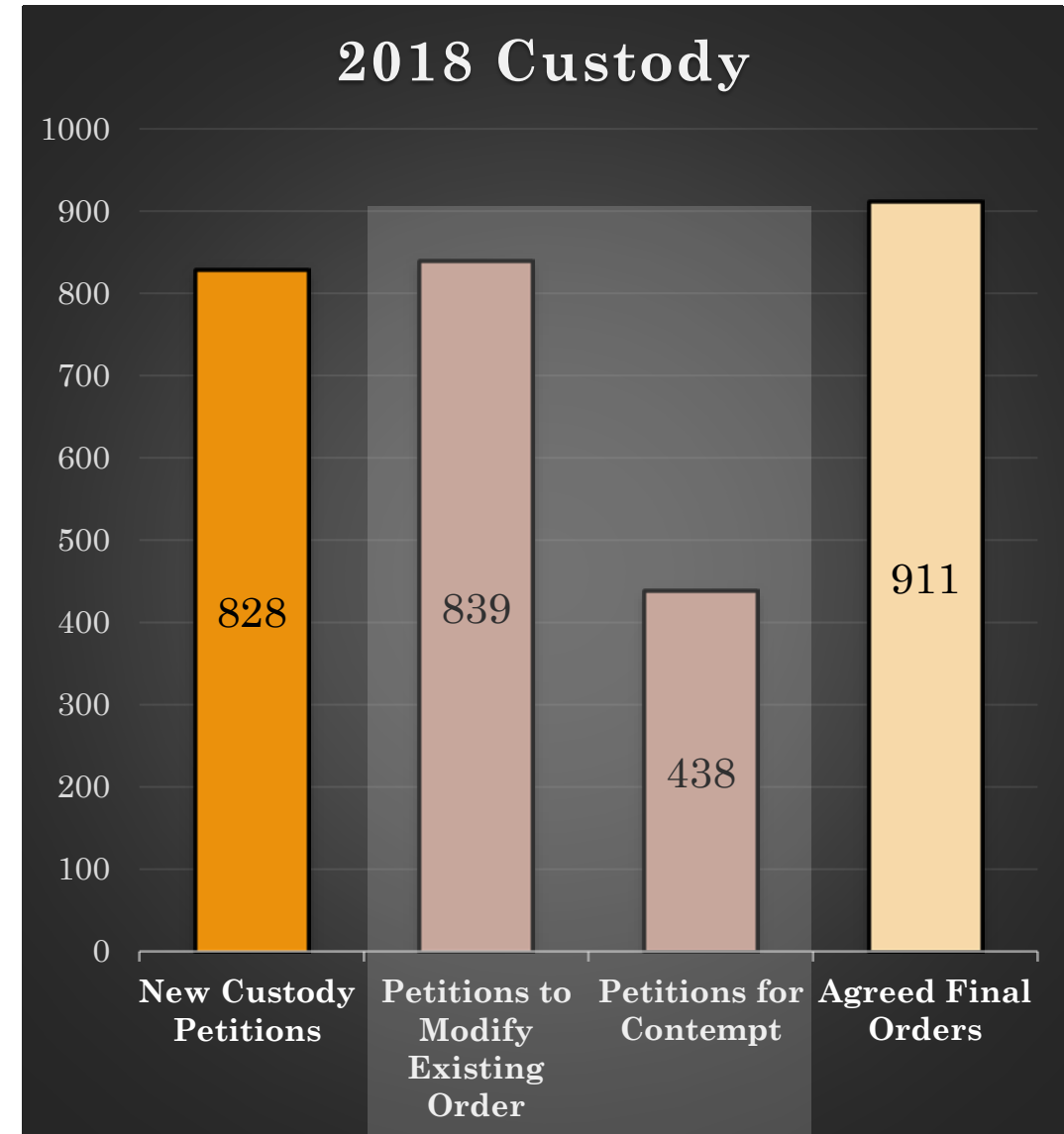
SELF-REPRESENTED, 80%

**REPRESENTED BY
ATTORNEY, 20%**

Family Court: Child Custody

After the filing of one or more pleadings, custody cases usually proceed to a mediation or conciliation conference where efforts are made to have the parties reach an agreement. Most cases are scheduled for conciliation conferences before a Custody Hearing Officer (CHO), unless the parties agree to mediate their case before a mediator. The CHO identifies the issues and helps the parties settle the case according to the best interests of the child. If a settlement is reached, the CHO prepares a Court Order that summarizes the custodial agreement. If the parties are unable to agree, the case proceeds to a trial on the merits before a Judge (most cases) or a CHO (only in cases involving solely partial physical custody.)

In 2018, there were 828 new custody cases filed. In addition, 839 Petitions to Modify an Existing Order and 438 Petitions for Contempt were filed. Petitions to Modify and Petitions for Contempt are often filed at the same time. Agreed final orders resulting from custody conferences before the CHO numbered 911 in 2018. Other custody cases were discontinued, transferred, withdrawn; dismissed by the court, resolved by stipulations of the parties, or went to trial before a judge or CHO.

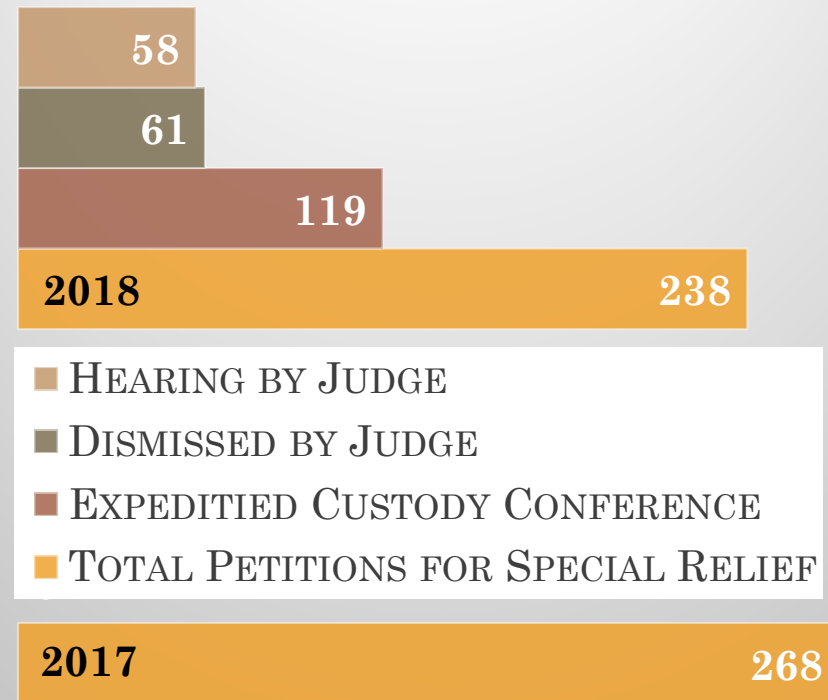


Family Court: Custody Special Relief

The Domestic Relations Code and the Pennsylvania Rules of Civil Procedure permit the filing of a Petition for Special Relief in instances where a litigant believes an emergency exists in a custody case. In 2017, the Family Court Office received 268 Petitions for Special Relief. In 2018, the number of filings decreased slightly to 238.

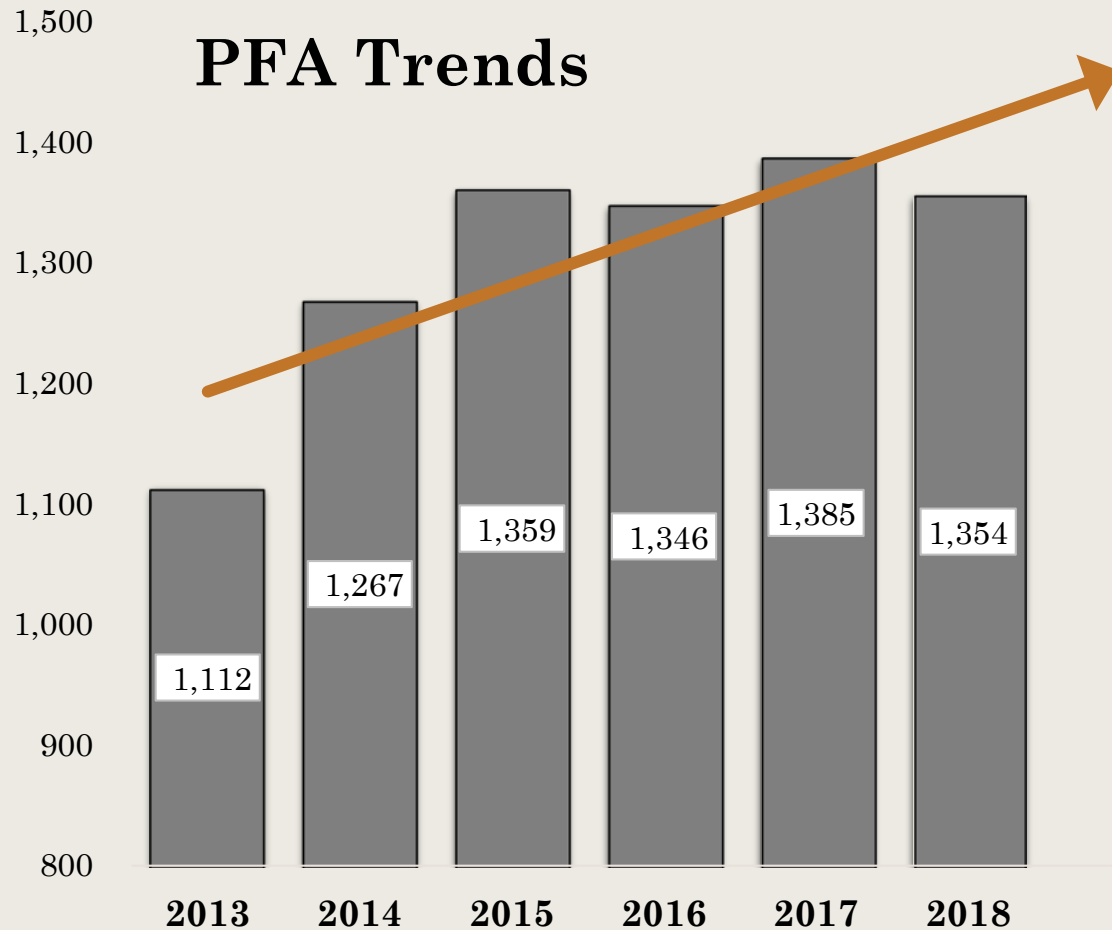
In 2018, of the 238 filings, 119 were ordered to proceed to an expedited custody conference before a Custody Hearing Officer, while 61 were summarily dismissed by a Judge. The Judges held 58 hearings on Petitions for Special Relief.

PETITIONS FOR CUSTODY SPECIAL RELIEF



Family Court: Protection From Abuse

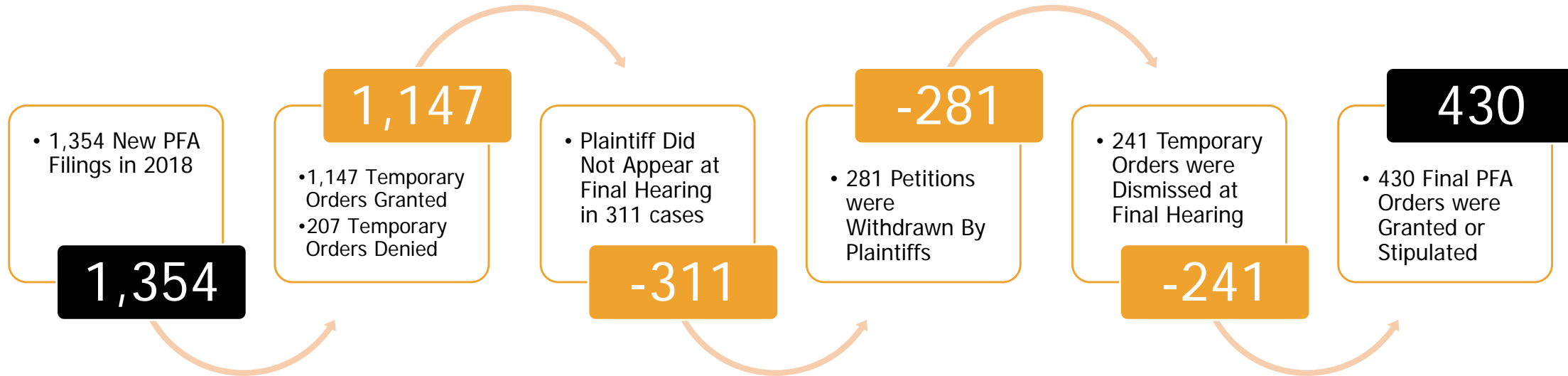
PFA Trends



Pennsylvania law requires every court to assist victims of domestic violence who seek 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 12:00 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 after 12:00 p.m. through the Magisterial District Judges.

Family Court: Protection From Abuse



In 2018, Approximately 32% of New Protection From Abuse Petitions Resulted in Final Orders of Protection.

Family Court: Protection From Sexual Violence and Intimidation 2018

1

NEW INTIMIDATION
CASE

1

TEMPORARY
INTIMIDATION
ORDER GRANTED

0

FINAL INTIMIDATION
ORDERS GRANTED

13

NEW SEXUAL
VIOLENCE CASES

13

TEMPORARY SEXUAL
VIOLENCE
ORDERS GRANTED

6

FINAL SEXUAL
VIOLENCE
ORDERS GRANTED

The Protection From Sexual Violence and Intimidation Act became effective in Pennsylvania in July 2015. The Act protects victims of sexual violence and intimidation who may not be covered by the Protection From Abuse Act. A victim may seek a Sexual Violence Protection Order against a perpetrator where there is no family or personal relationship between them. A minor may obtain a Protection From Intimidation Order against an offender who is 18 or older for certain types of conduct.

Assistance available from the Lehigh County Family Court Office is the same as that described in the Protection From Abuse information on the prior page.

Family Court: Interpreting Unit

PROVIDING FOREIGN AND SIGN LANGUAGE INTERPRETATION

The Court provides interpreters in criminal and family court proceedings. The Interpreting Coordinator schedules a pool of 25 per diem contractors to carry out court interpreting assignments.

In 2018, there were 4,349 interpreter assignments, 4,158 of which were for Spanish. Telephone interpretation is used when needed. Translations of written documents are also provided by the Interpreting Unit. Overall, interpreter assignments increased 8.61% in 2018.

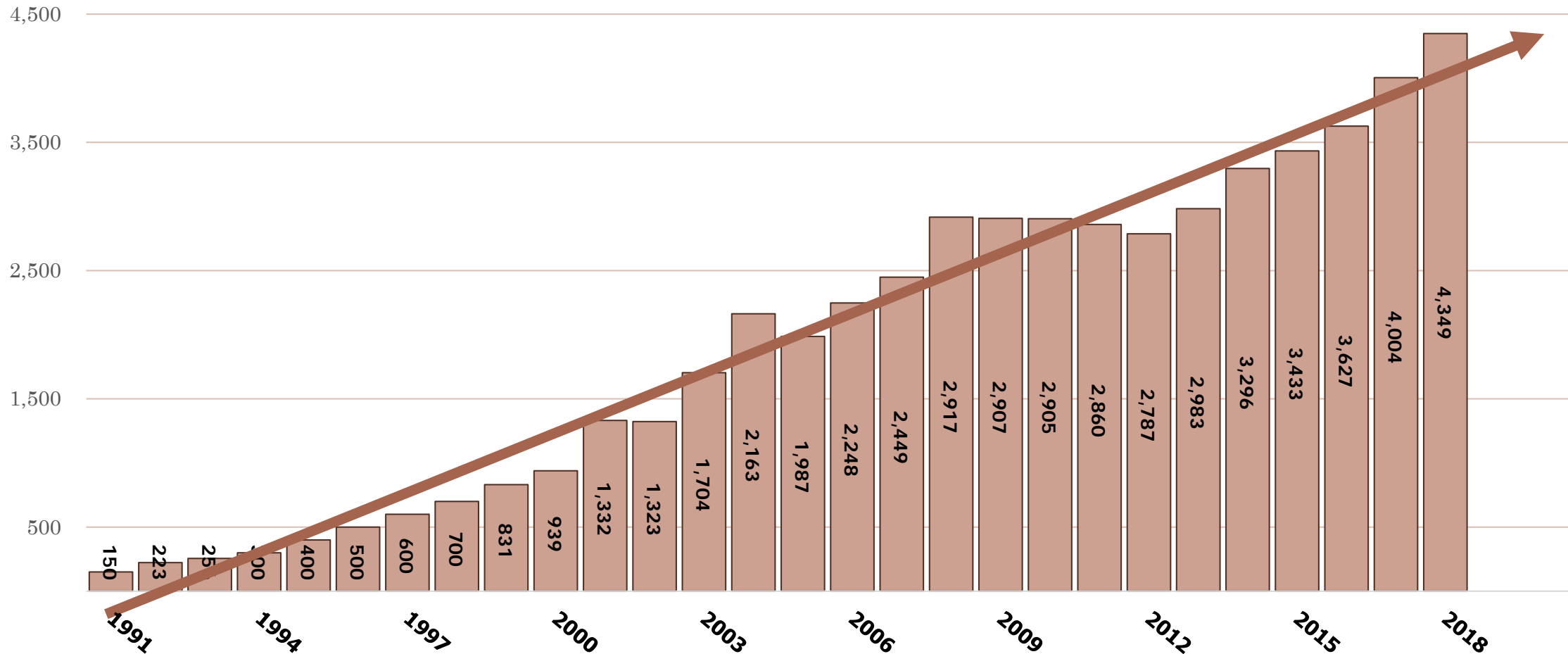
4,349 Total Interpretation Assignments



■ Spanish 4,158 ■ Other 186

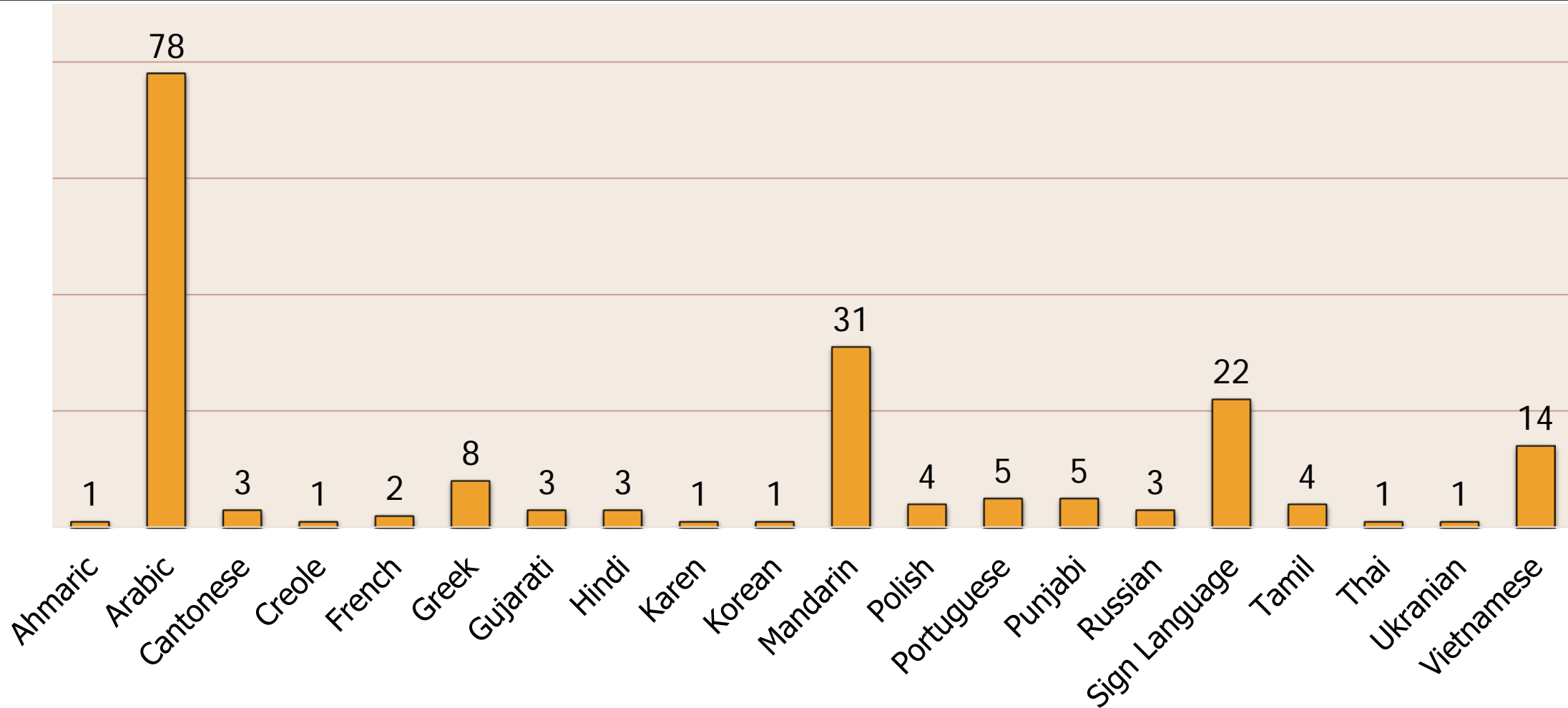
Family Court: Interpreting Unit

YEARLY TOTAL INTERPRETER ASSIGNMENTS 1991 TO 2018



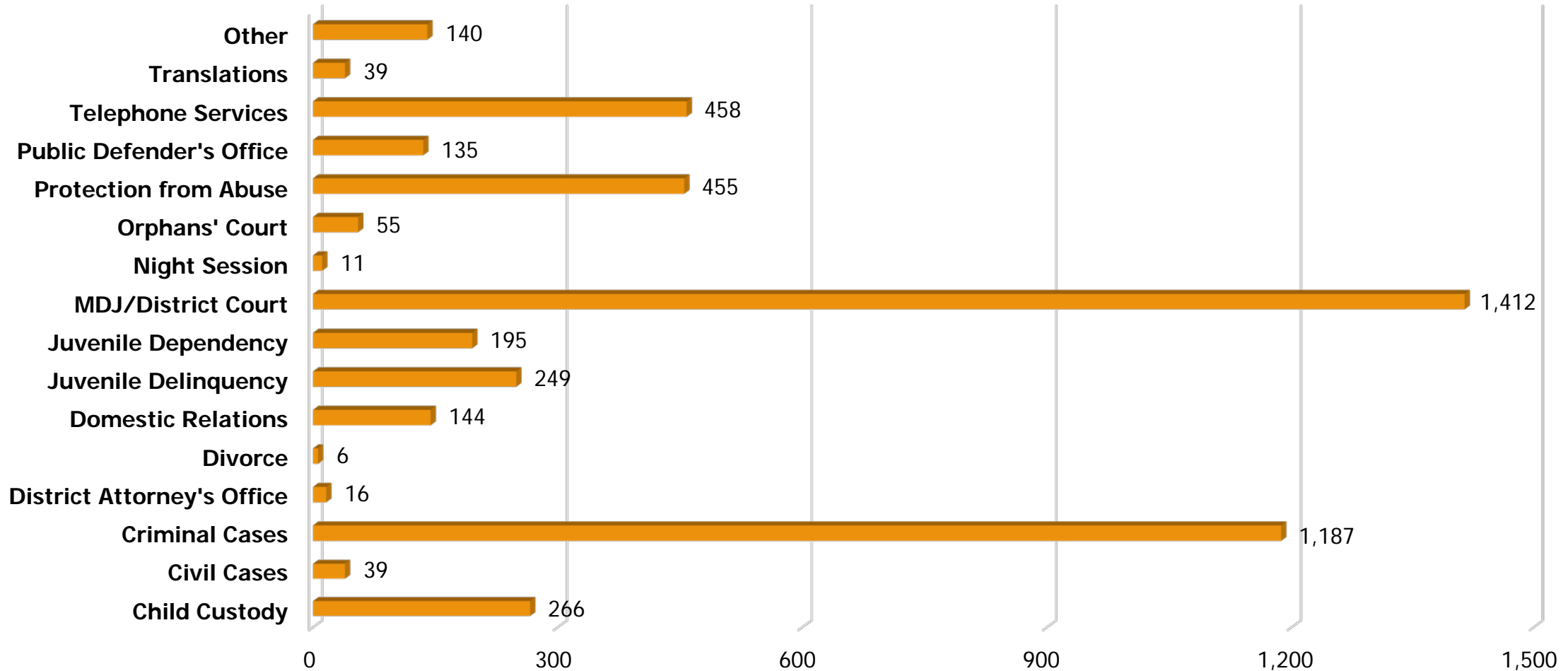
Family Court: Interpreting Unit

2018 TOTAL BY LANGUAGE EXCLUDING SPANISH



Family Court: Interpreting Unit

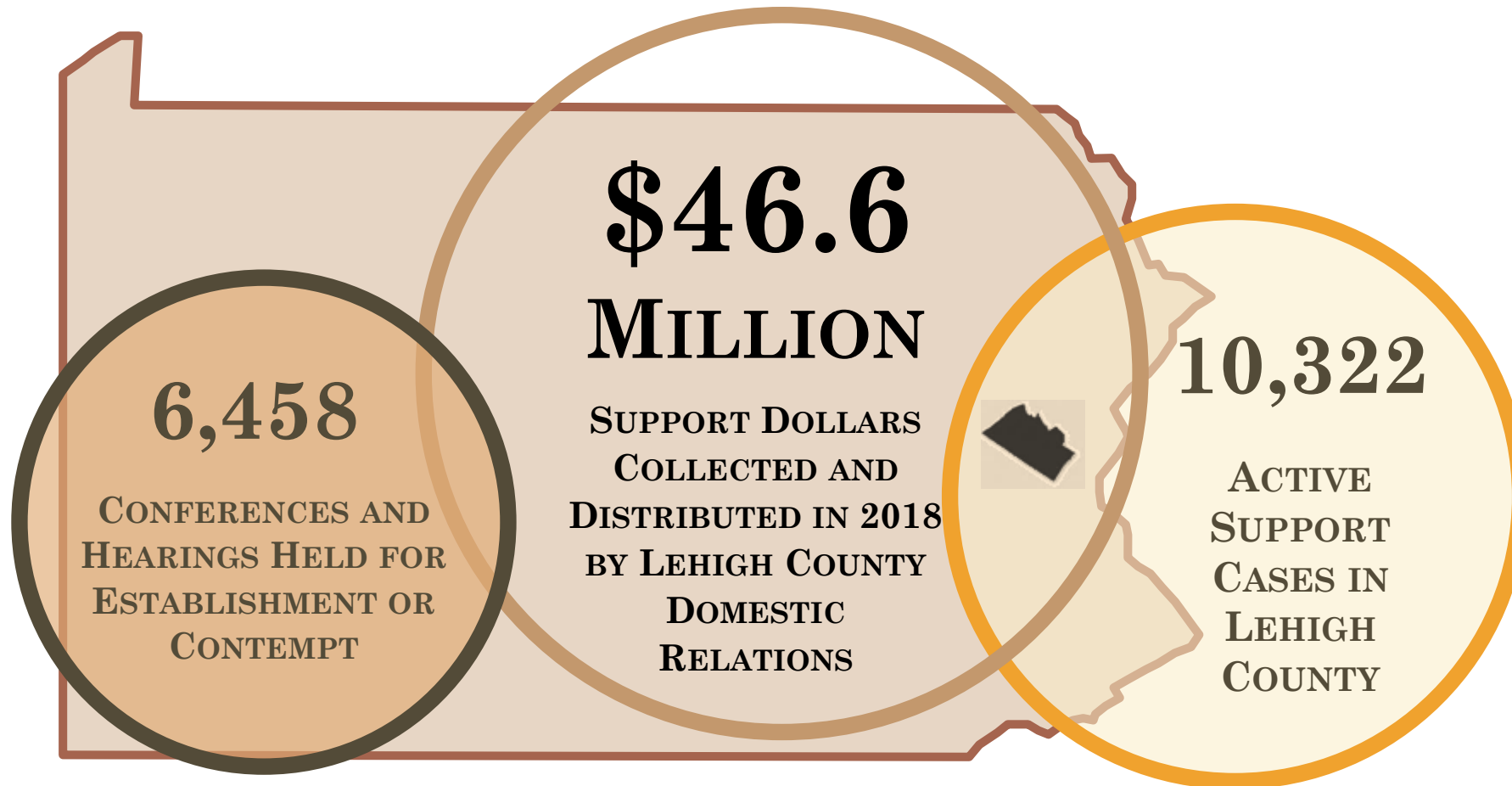
2018 INTERPRETER ASSIGNMENTS BY CASE TYPE



Domestic Relations Section

Providing Child and Spousal Support

Domestic Relations Section



Domestic Relations Section

**Establishing
Paternity**

**Locating
Absent
Parents**

**Securing
Financial
Support for
Children of
Separated
Parents**

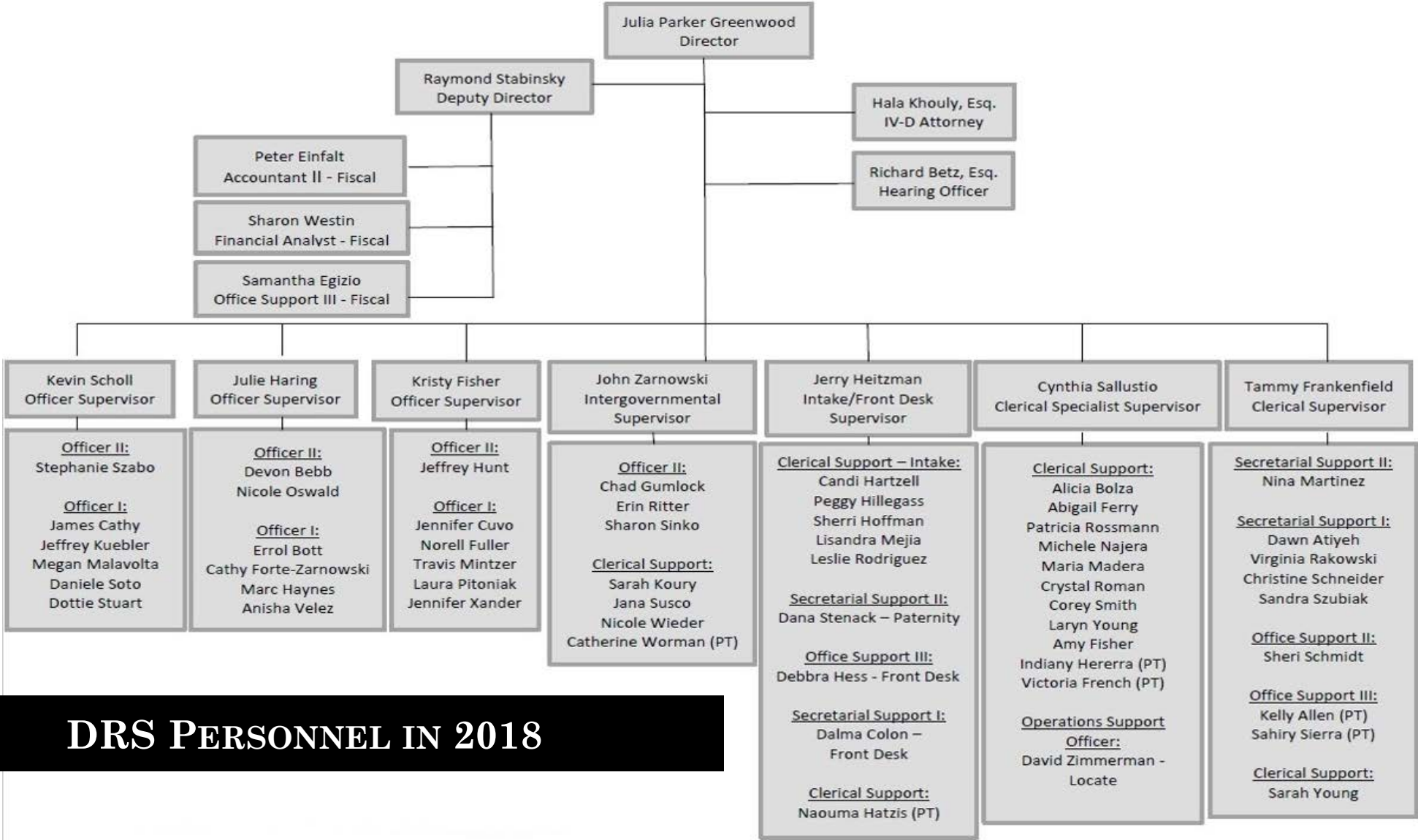
ESTABLISHING ENFORCEABLE ORDERS

The Domestic Relations Section 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 2018, 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 IN 2018

Domestic Relations Section



ESTABLISHING CHILD AND SPOUSAL SUPPORT ORDERS

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.

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.

**LEHIGH COUNTY
COLLECTED &
DISBURSED
\$46,559,205
IN
SUPPORT FUNDS
IN 2018.**

Domestic Relations Section

3,097 ESTABLISHMENT CONFERENCES

645 ESTABLISHMENT HEARINGS

2,716 CONTEMPT HEARINGS

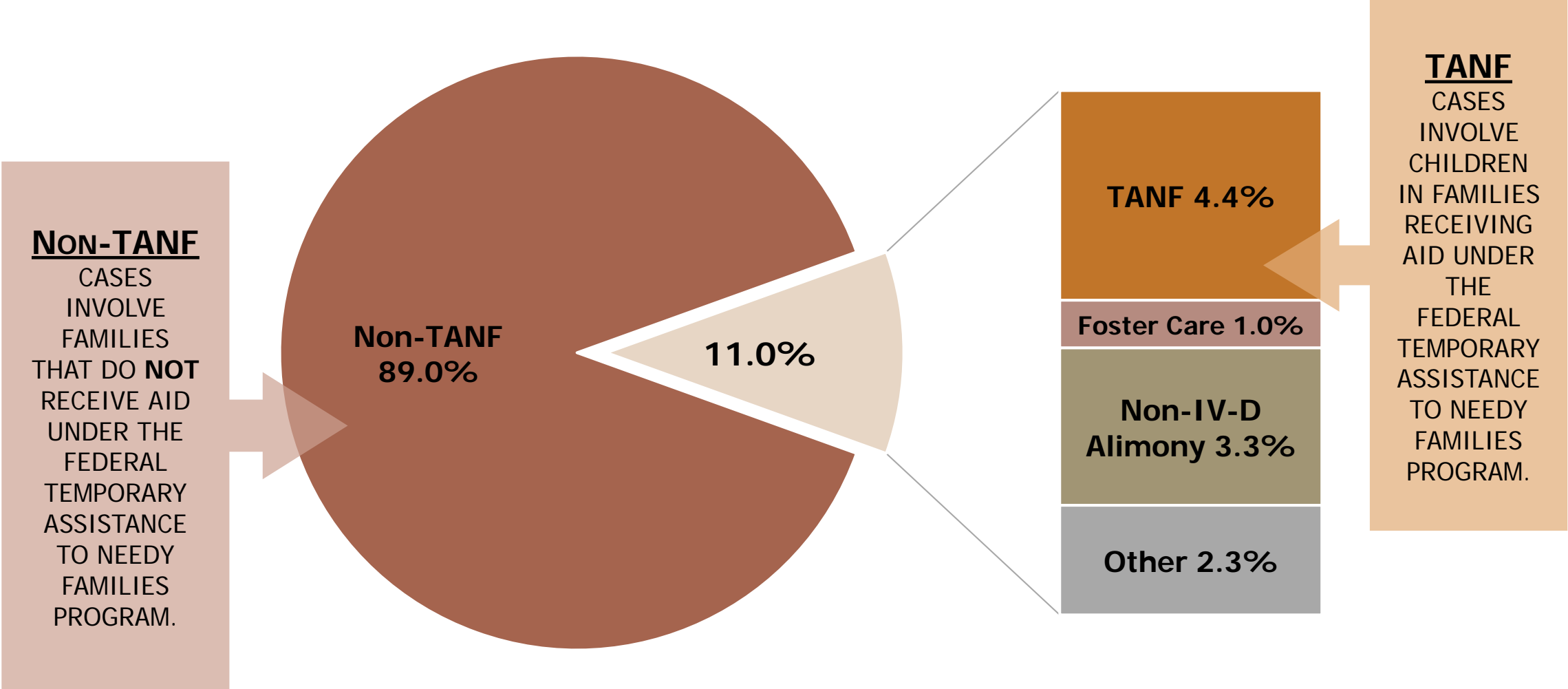
CASE MANAGEMENT TEAMS

Domestic Relations Officers and Secretarial 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 2018, Domestic Relations staff conducted 3,097 establishment conferences and 645 establishment hearings. In addition, 2,716 contempt hearings were conducted.

Domestic Relations Section

2018 SUPPORT CASES BY CASE TYPE



Domestic Relations Section

2018 TANF SUPPORT CASE FILINGS & DISPOSITIONS

New Cases	313
Cases Transferred In	25
Non-TANF to TANF	170
Judge	1
Hearing Officer	84
Conference Officer	315
Cases Transferred Out	32
TANF to Non-TANF	106
Cases Processed	538

2018 NON-TANF SUPPORT CASE FILINGS & DISPOSITIONS

New Cases	3,324
Cases Transferred In	90
TANF to Non-TANF	106
Judge	50
Hearing Officer	510
Conference Officer	2,801
Cases Transferred Out	84
Non-TANF to TANF	170
Cases Processed	3,615

Domestic Relations Section

FEDERAL FUNDING REQUIREMENTS

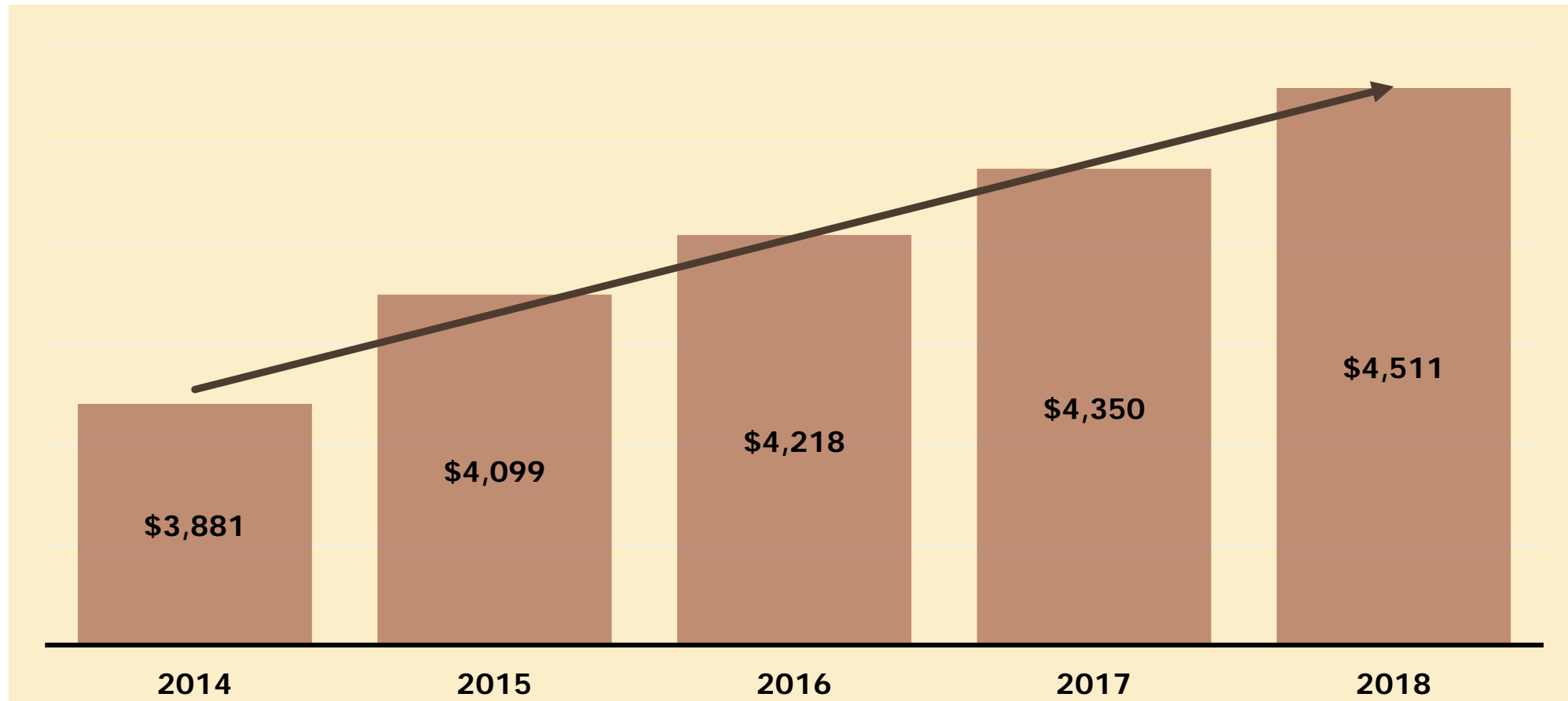
The Lehigh County Domestic Relations Section, through a Cooperative Agreement between Lehigh County and the Pennsylvania Bureau of Child Support Enforcement, is required to provide child support services as outlined in Title IV-D of the Social Security Act in order to receive federal funding. These child support services must be performed in accordance with United States Code of Federal 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 United States government.

As a IV-D agency, the Domestic Relations Section 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**

Domestic Relations Section

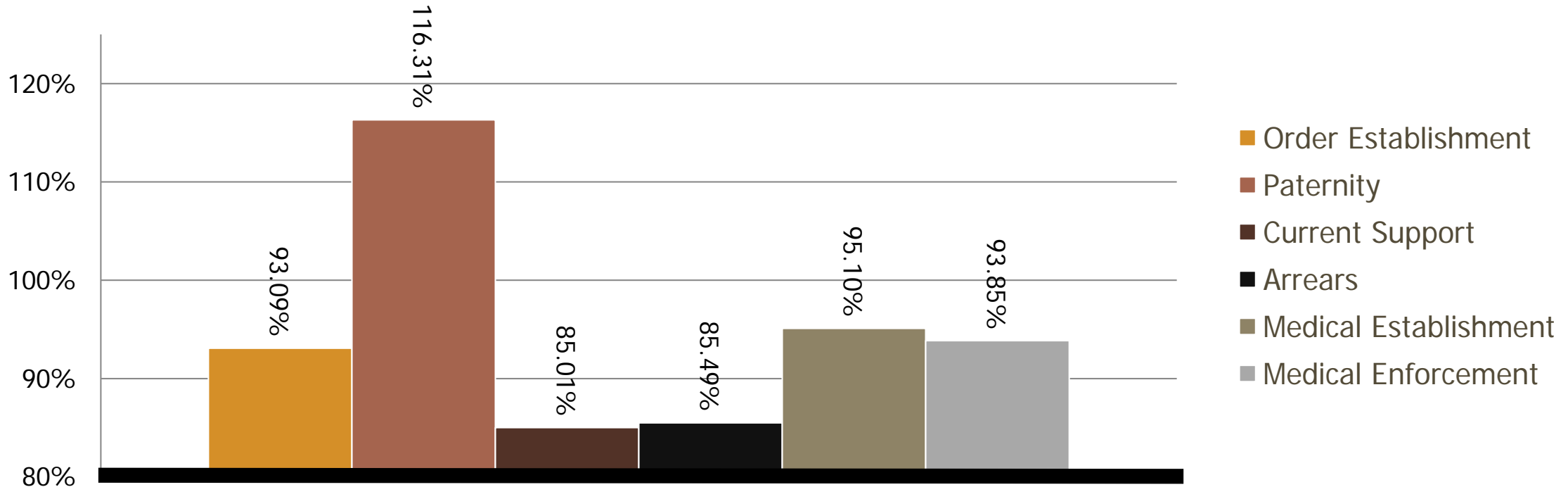
AVERAGE COLLECTIONS PER SUPPORT CASE



Domestic Relations Section

2017-2018 DOMESTIC RELATIONS SECTION FEDERAL PERFORMANCE INDICATORS

For Federal Fiscal Year 2018, which ended on September 30, 2018, Lehigh County exceeded 80% in all the Federal Performance Standards. Lehigh County routinely exceeds these standards.



Domestic Relations Section

JUDICIAL AND ADMINISTRATIVE ENFORCEMENT OF SUPPORT ORDERS

Domestic Relations 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:

**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

Providing Community Protection Through Offender Supervision

Adult Probation

MISSION, PHILOSOPHY & PRIMARY GOAL

The primary goal of the Lehigh County Adult Probation Department is to provide protection to the community. The Department, led 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.

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.

Adult Probation

4,770

4,770 OFFENDERS ON ACTIVE SUPERVISION

STAFF

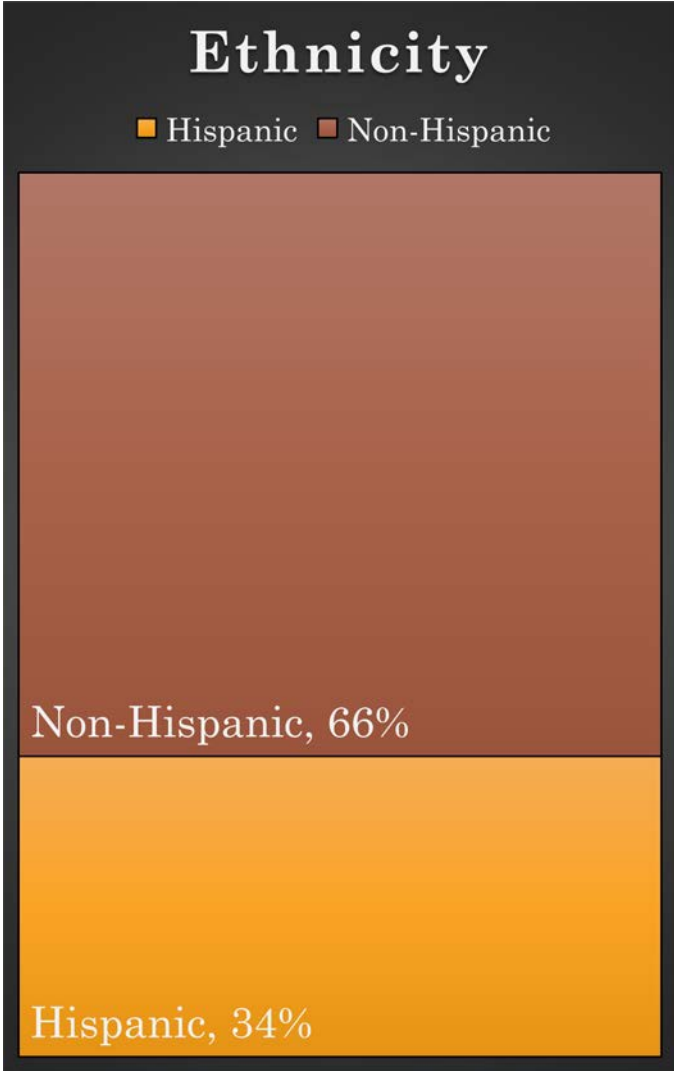
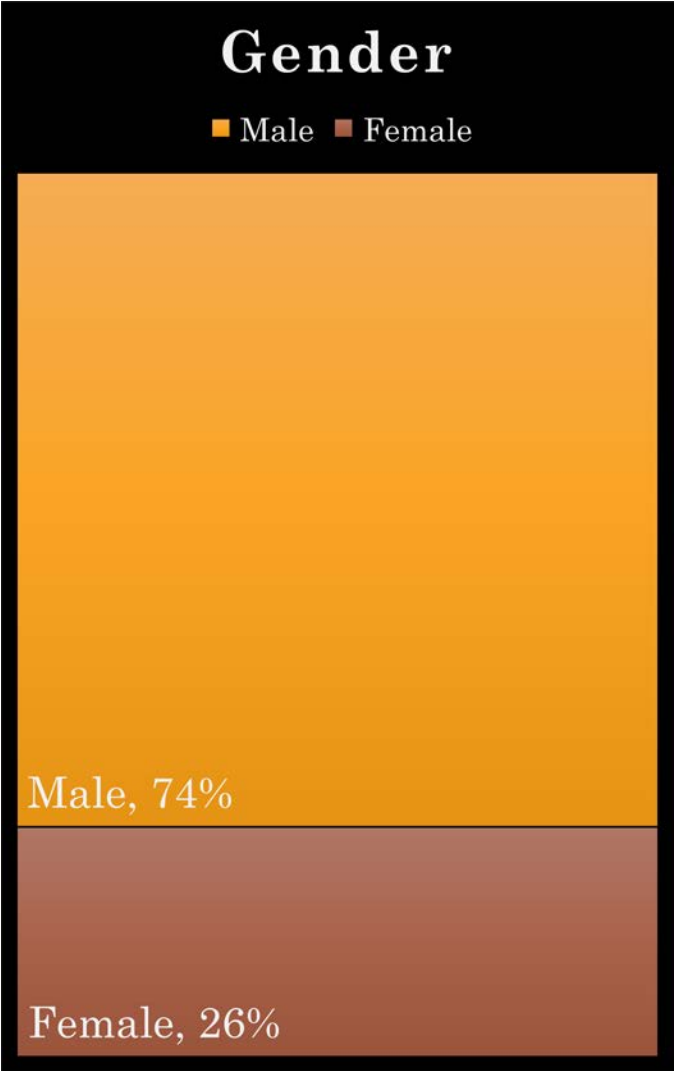
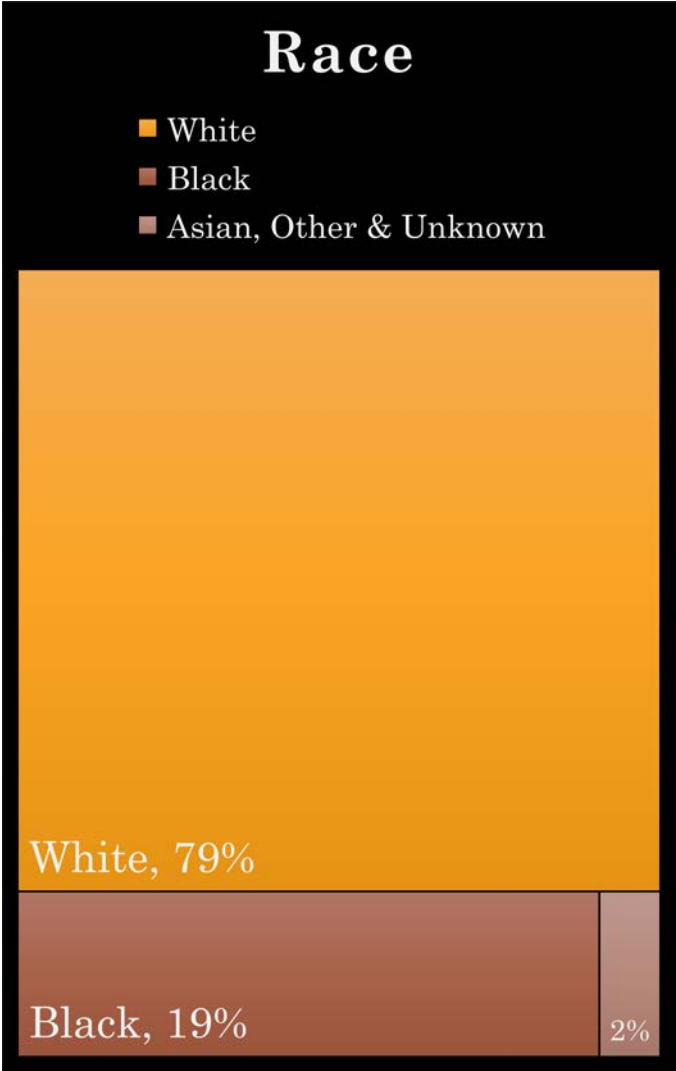
41

**PROBATION
OFFICERS
(5 PART TIME
PROBATION
OFFICERS)**

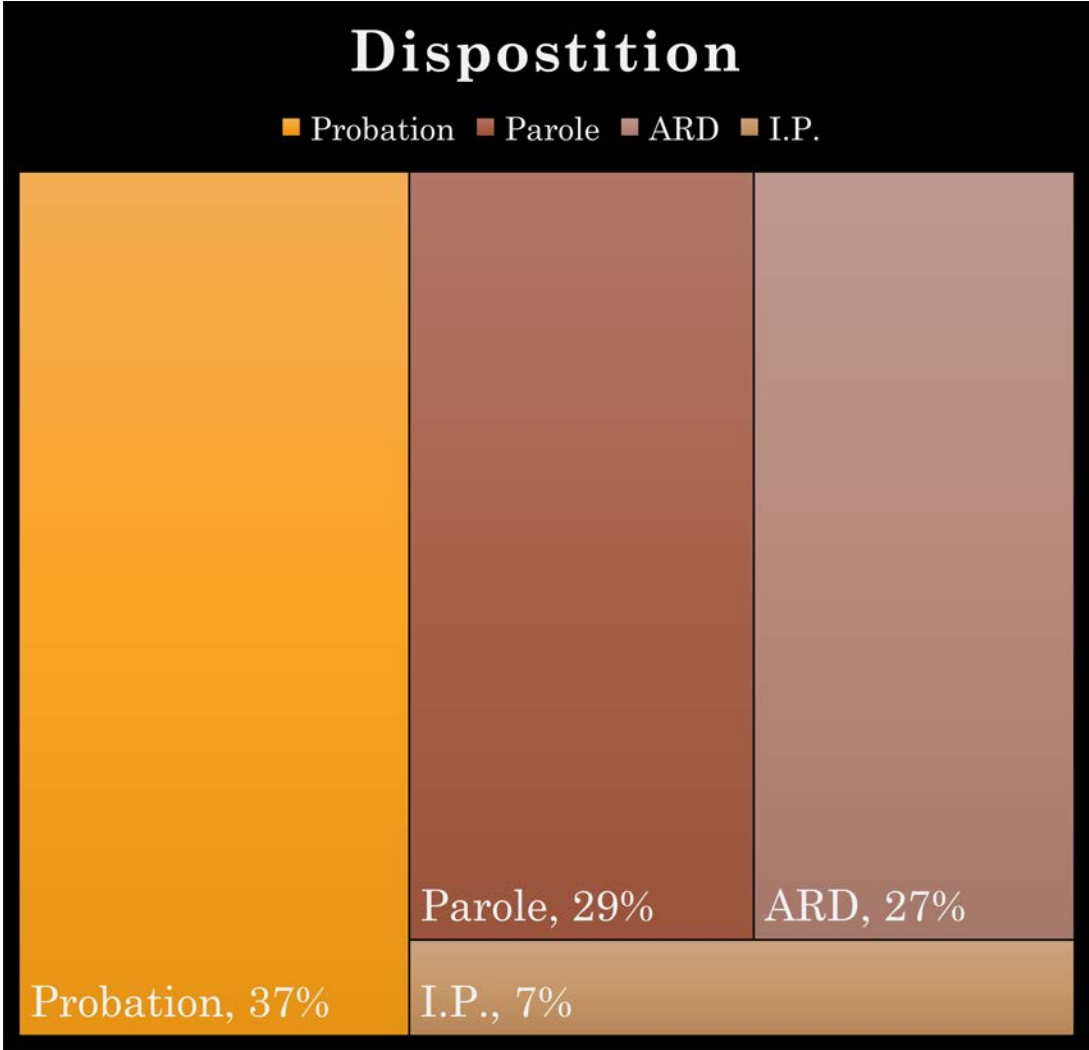
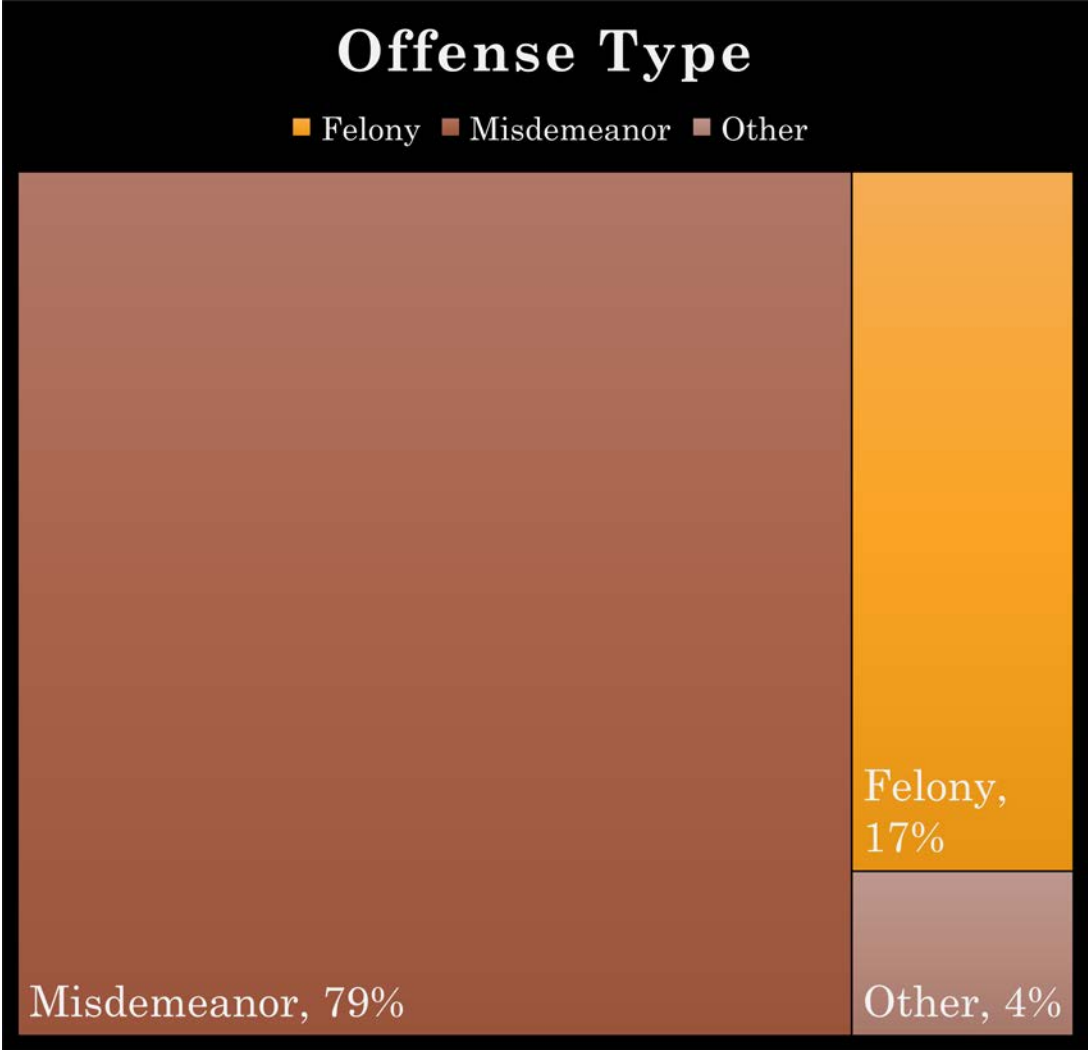
14

**PROBATION
AIDES &
CLERICAL
STAFF**

Adult Probation Client Profile 2018

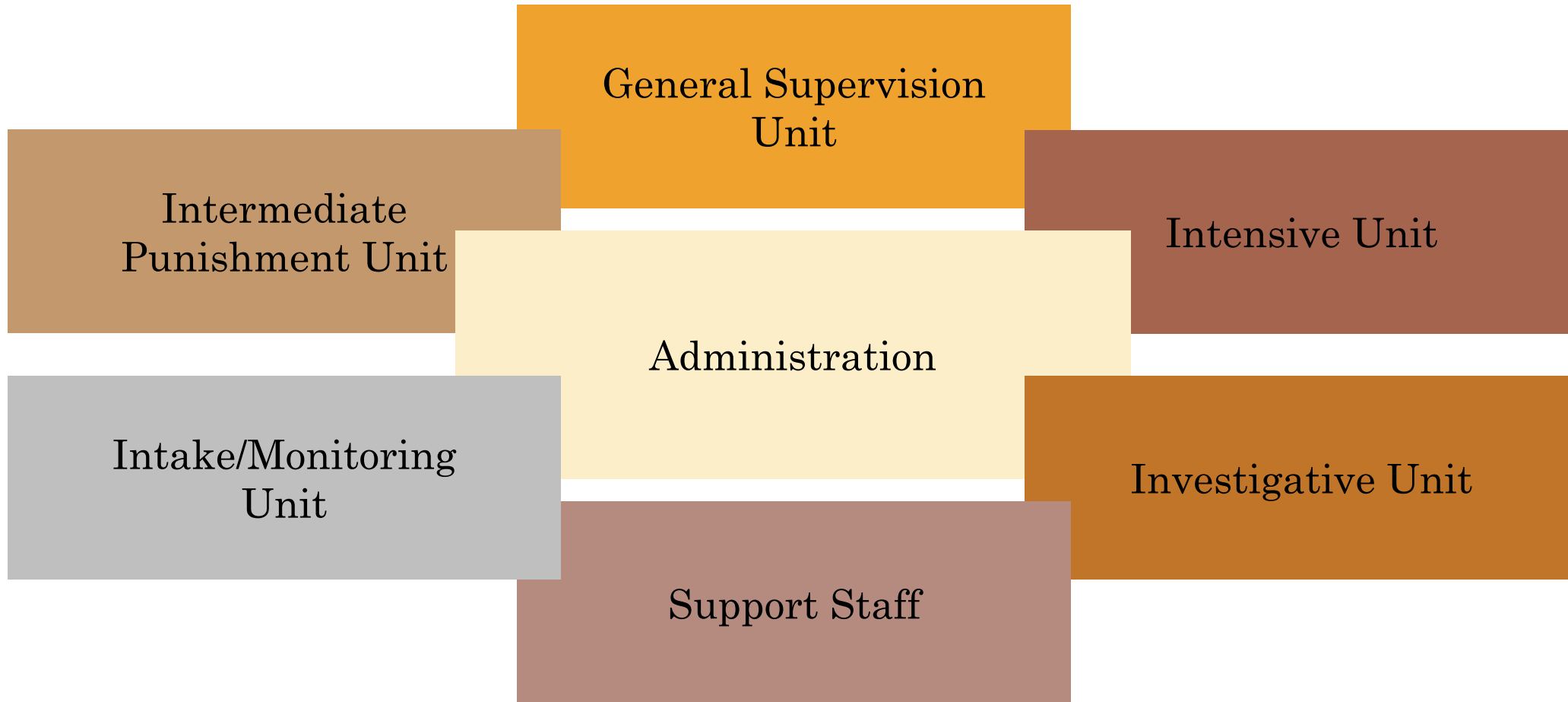


Adult Probation Client Profile 2018



Adult Probation

FUNCTIONAL UNITS 2018



Adult Probation

ADULT PROBATION BY THE NUMBERS

2,029

- Pre-Parole Investigations Completed

342

- Pre-Sentence Investigations Completed

1,703

- Court Reporting Network (CRN) Evaluations Completed

1,036

- Offenders Completing Alcohol Safe Driving School

Adult Probation

PROGRAMS AND PROJECTS ACTIVE IN 2018

SPORE

**Intensive
Supervision**

**In-House Drug
Testing
Program**

Outmate

**Competency/
Accountability
Programs**

**Prevention
Through Anti-
Violence
Education
(PAVE)**

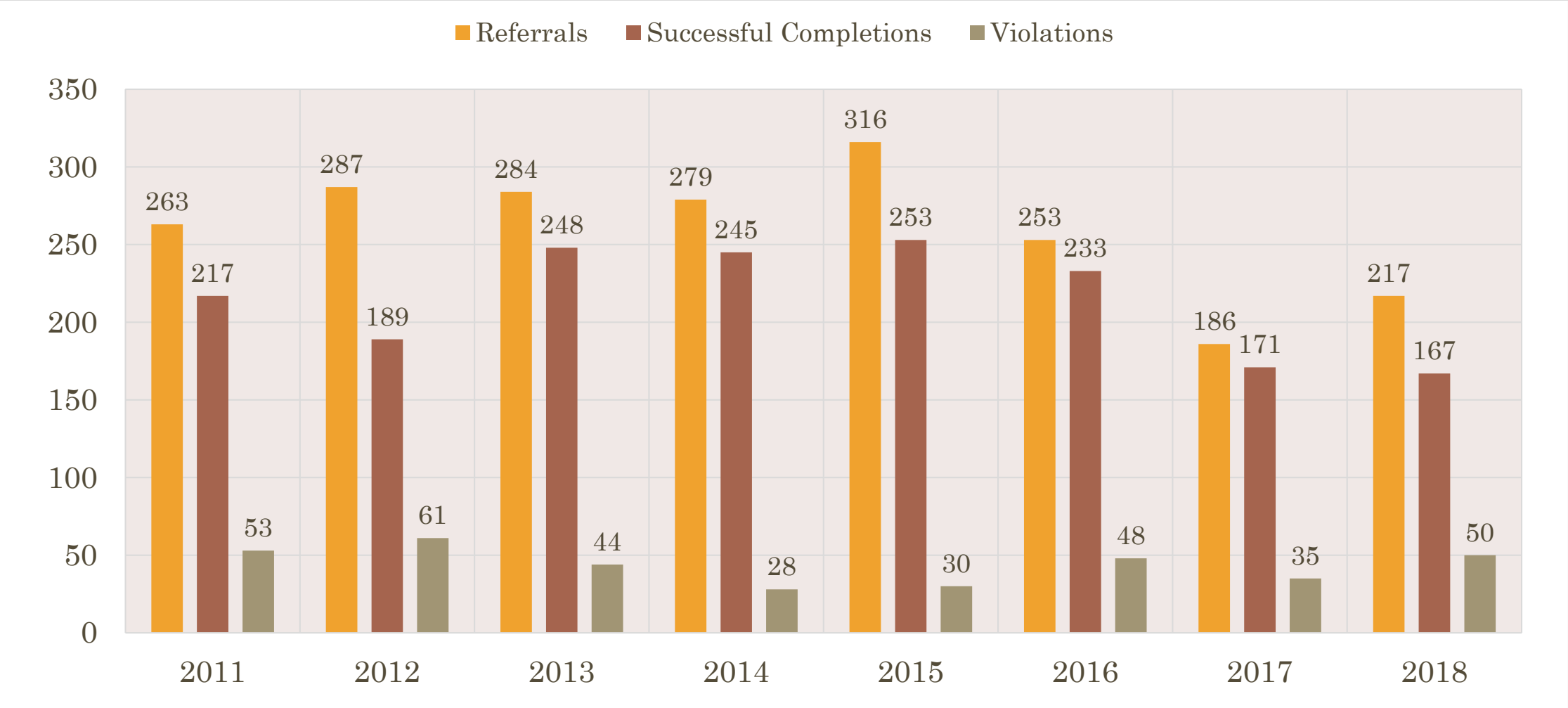
**Electronic
Monitoring**

**Treatment
Continuum
Alternative
Project
(TCAP)**

**Alcohol Highway
Safety Project**

**Community
Work Service
Project**

Adult Probation Electronic Monitoring Trends



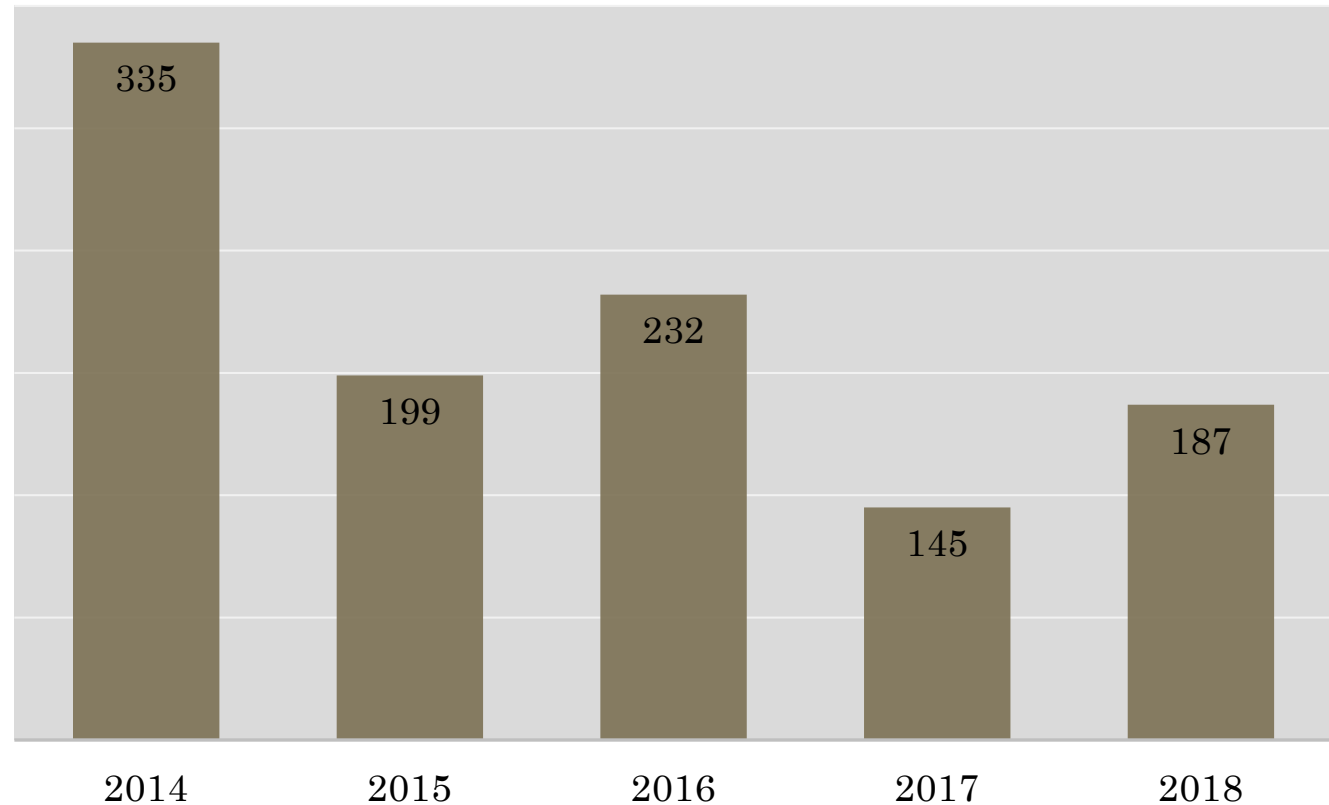
Adult Probation SPORE

2018 SPORE REFERRALS

Special Program for Offenders in Rehabilitation and Education (SPORE) provides 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 2018, SPORE received 187 formal referrals and 44 evaluations were completed.

SPORE Referral Trends



Juvenile Probation

Providing a Balanced Approach to Juvenile Justice

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

JUVENILE PROBATION DEPARTMENTAL DIVISIONS

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 OFFICER

PROGRAM COORDINATOR

NON PAYMENT OF COSTS AND FINES UNIT

QUALITY ASSURANCE UNIT

TRANSPORTATION UNIT

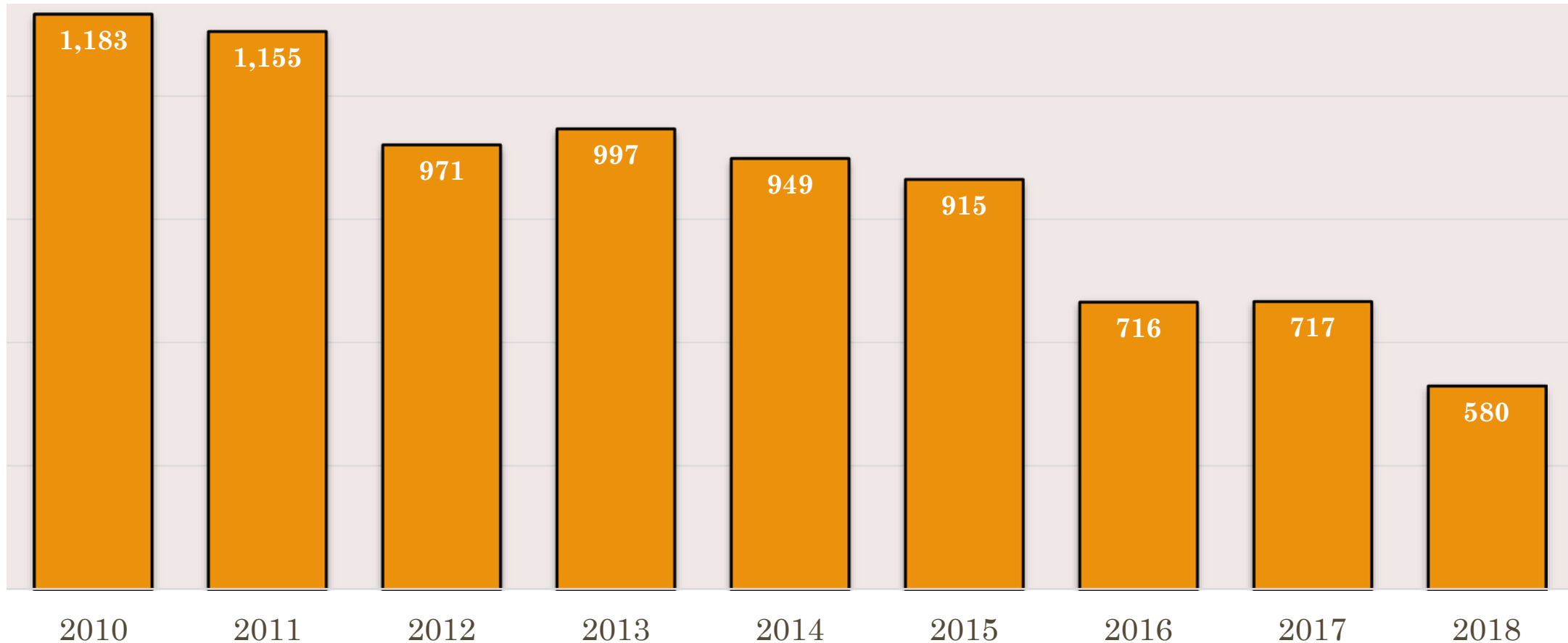
FISCAL UNIT

SUPPORT STAFF

MANAGEMENT UNIT

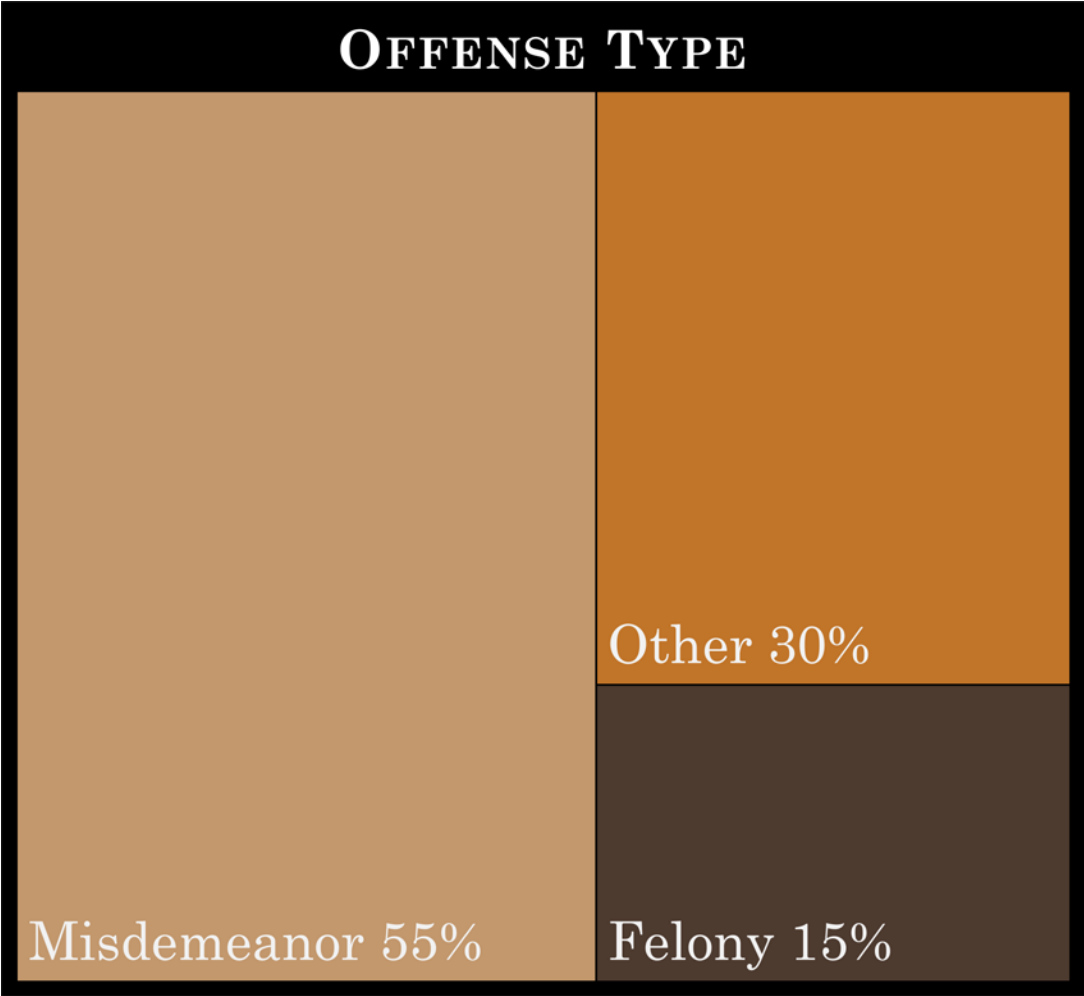
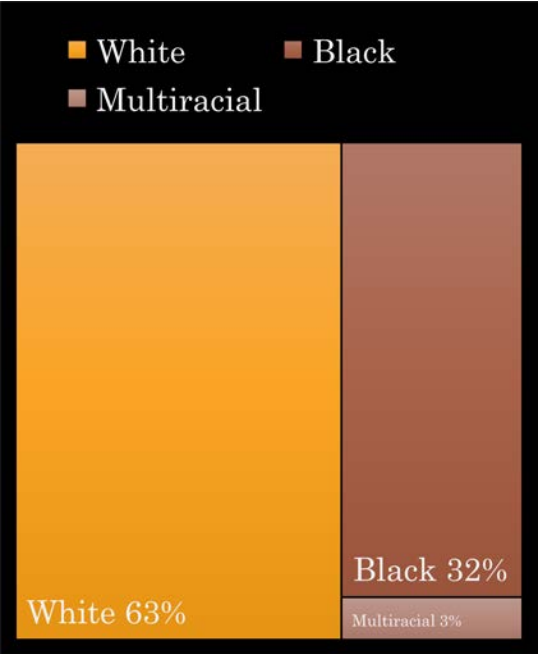
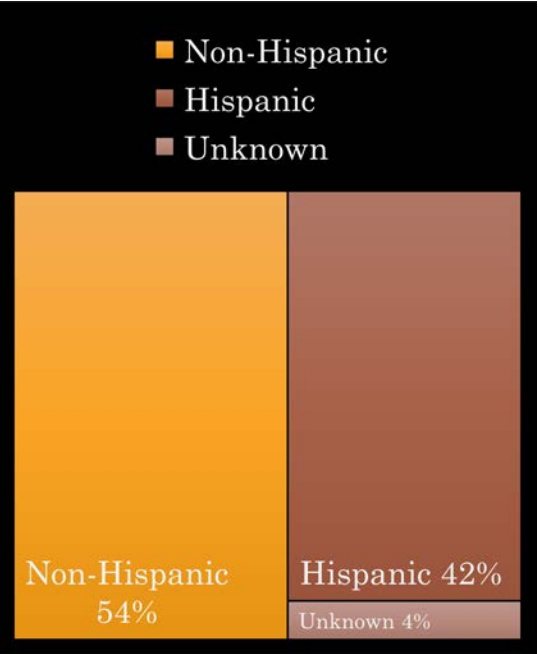
Juvenile Probation

YOUTH UNDER SUPERVISION 2010-2018



Juvenile Probation

CLIENT PROFILE 2018



Juvenile Probation

ALLEGATIONS RECEIVED BY:

Police 62%

Magisterial District
Judges 29%

Other
Juvenile
Courts
9%

Juvenile Probation

JUVENILE PROBATION PRIMARY DISPOSITIONS

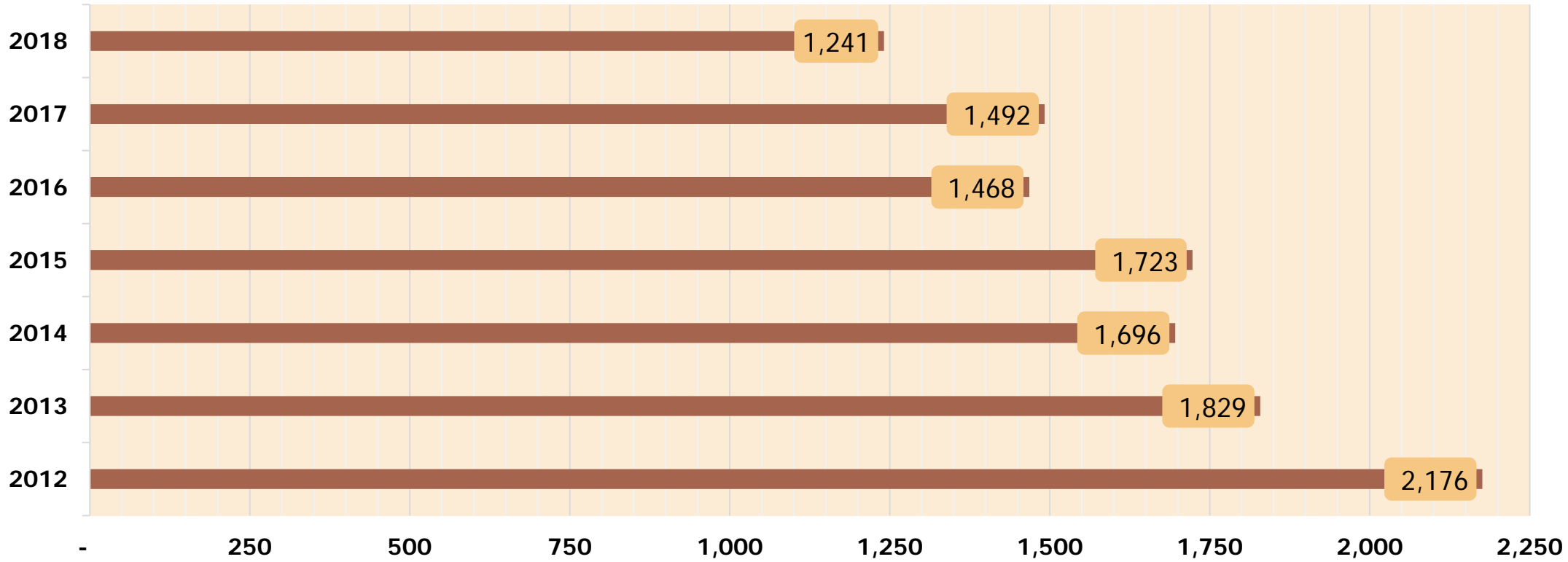
While referrals have been relatively flat for the past few years, complex issues within cases have increased significantly requiring more collaboration with system partners and heightened attention to the dynamics of the case. Heightened attention is also required for sex offender supervision. The use 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 here include our most frequent dispositions, but are not reflective of all our dispositions.**

Year	Referrals/ Written Allegations	Informal Adjustment	Consent Decree	Probation	Placement
2018	798	28	124	157	77
2017	958	29	160	231	86
2016	967	49	140	319	96
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

Starting with 2015, the Placement data does not include Drug and Alcohol and Mental Health placements that were not court commitments.

Juvenile Probation

NUMBER OF JUVENILE CASES DISPOSED



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

Juvenile Probation

INCARCERATED YOUTH (2014 TO PRESENT)

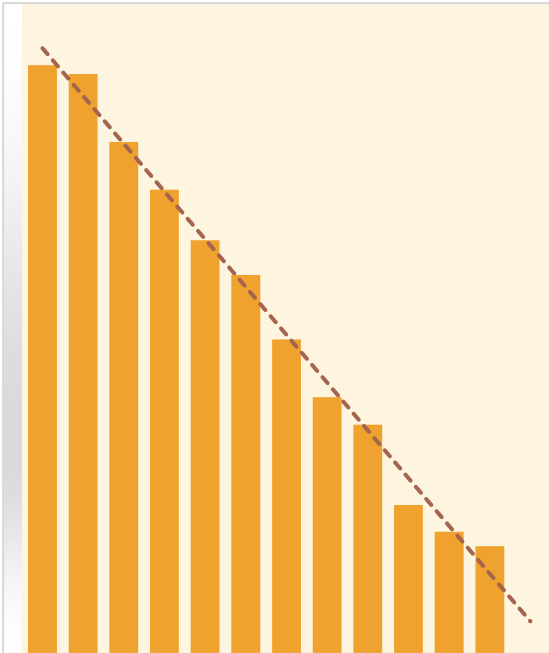
	Total	Sentenced in Adult Court	De-Certified	Other/ Pending
Direct File Youth	40	28	7	5
Youth Transferred to Adult Court	7			

This chart reflects the number of youth that were direct filed or transferred to adult court since 2014.

- **Direct filed** cases include offenses that are not included in the definition of a “delinquent act.” Offenses such as murder, and other severe offenses (for juveniles 15 years or older) are included.
 - In these instances, youth can be automatically charged as an adult per section 42 Pa.C.S.A. § 6302 of the Juvenile Act.
- **Youth transferred to adult court** are cases petitioned to juvenile court; however, the court finds that the juvenile system is not appropriate for the particular case.
 - Youth must be 14 or older at the time of the offense and the court must find that a felony crime occurred. Furthermore, there must be reasonable grounds to believe the public interest would be best served by having the case sent to criminal court.
 - A youth can also request that the case be transferred to criminal court.

Juvenile Probation

DETENTION TRENDS 2005-2018

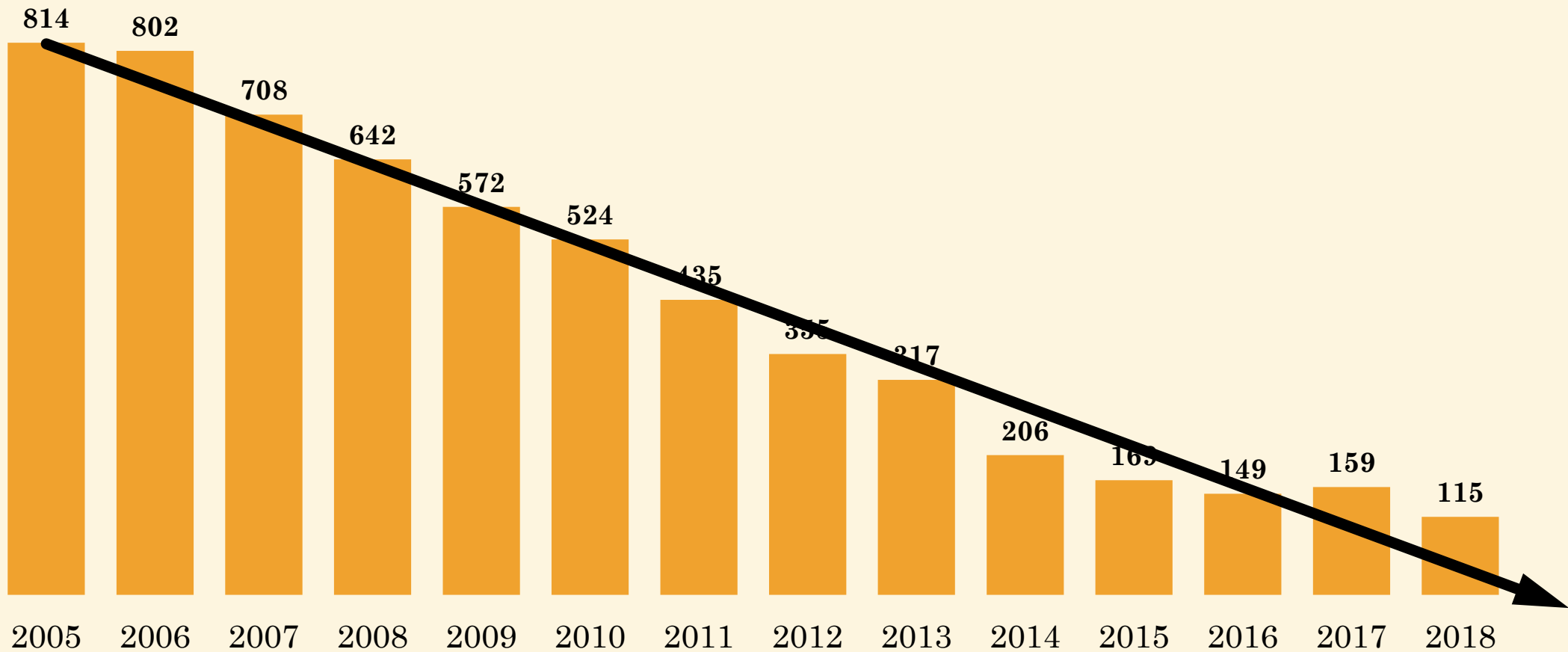


The decision to place a youth in a detention center is one of the most important decisions the juvenile court can make. Throughout the United States, recent emphasis has been on making better detention decisions based on whether each youth is at high risk to commit another crime or fail to appear for court. As in many other jurisdictions throughout the country, Lehigh County has shown that by detaining the right youth or selecting proper alternatives to detention through the use of a validated detention screening instrument, 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 2005-2018



Juvenile Probation

OUTCOMES ON 361 JUVENILE PROBATION CASES CLOSED IN 2018

Juveniles who completed a community service obligation in full	93.2%
Juveniles in school or employed at case closing	91.4%
Juveniles who paid their restitution in full	86.2%
Juveniles who successfully completed supervision without a new offense resulting in a Consent Decree, Adjudication of Delinquency, ARD, Nolo Contendere, or finding of guilt in a criminal proceeding	86.1%
Juveniles with no judicial finding of technical violations of probation while under supervision	89.2%
Juveniles committed to placement (28 days or longer)	14.4%
Completion rate of juveniles ordered to Victim Awareness Curriculum	96.9%
Juveniles who completed a Competency Development activity while under supervision	97.4%

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: Risk/Need Status

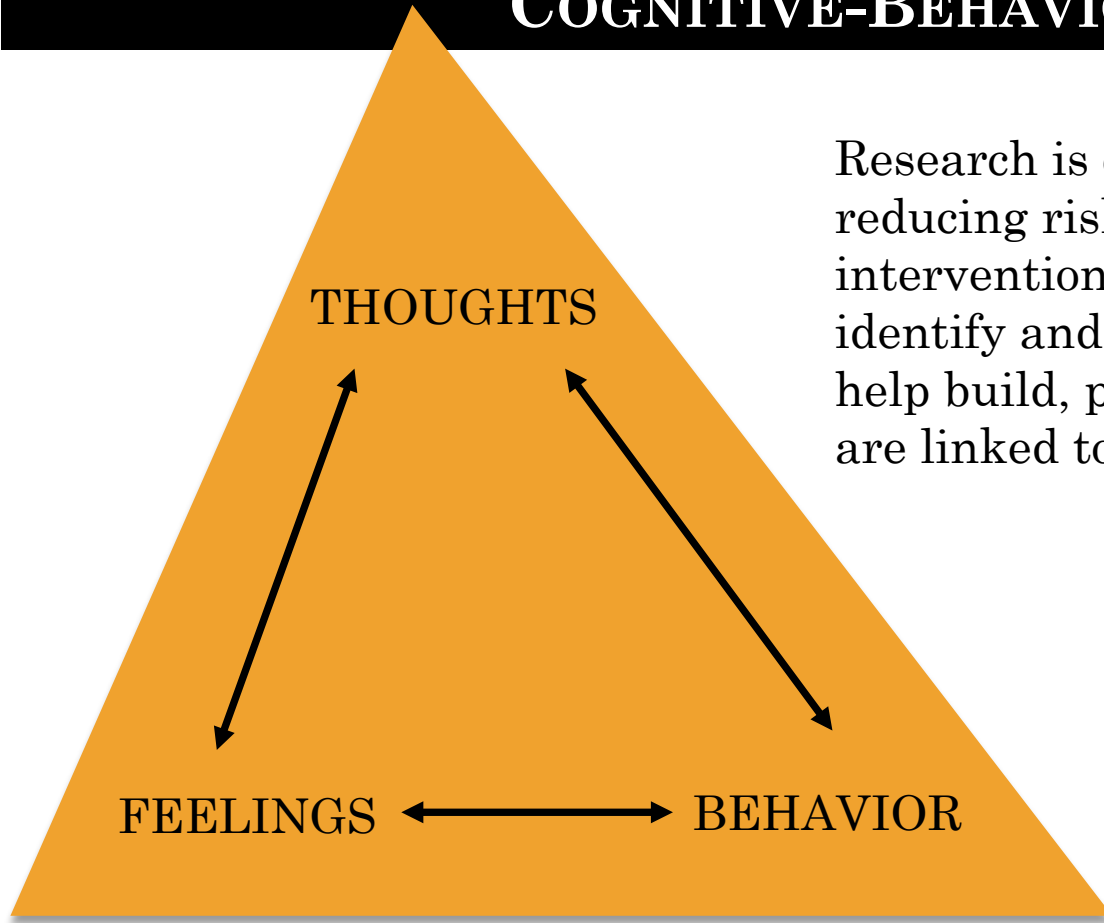
JUVENILE PROBATION RISK STATUS			
<u>Domain</u>	<u>Low</u>	<u>Moderate</u>	<u>High</u>
Prior and Current Offenses	72%	24%	4%
Family Circumstances / Parenting	73%	20%	6%
Education / Employment	30%	57%	13%
Peer Relations	45%	35%	20%
Substance Abuse	43%	35%	21%
Leisure / Recreation	26%	32%	42%
Personality / Behavior	22%	64%	15%
Attitudes / Orientation	56%	41%	3%

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 2018, Juvenile Probation completed 862 assessments, showing that 49% of the assessments completed were low risk, 40% moderate risk, and 11% high risk. Each of the domains listed here represent the percentage of risk within each overall risk level. As part of receiving State Grant-in-Aid, we must complete the YLS.

Juvenile Probation

COGNITIVE-BEHAVIORAL INTERVENTIONS



Research is clear that the most effective interventions in reducing risk to reoffend are cognitive-behavioral interventions. Cognitive-Behavioral interventions assist to identify and restructure negative thinking patterns, and help build, practice, and utilize previously lacked skills that are linked to re-offending behavior.

Lehigh County utilizes a wide range of both cognitive-behavioral and educational interventions to tailor an individual plan for each juvenile under supervision.

These programs and initiatives are listed on the next page.

Juvenile Probation

PROGRAMS & JUVENILE JUSTICE SYSTEM ENHANCEMENT INITIATIVES

Crossroads

Young Offenders
Program

Evening
Reporting Center

College
Mentoring

Community
Work Service
Program

CHOICES

Family
Engagement

Retail Theft &
Underage
Drinking
Programs

Young Artist
Program

Thinking for a
Change

Skill Building &
Cognitive Based
Interventions

Drug Awareness
& Prevention
Program (DAPP)

Aggression
Replacement
Training

Forward
Thinking
Journaling

Victim
Awareness
Curriculum

YLS/CMI &
Other Screening
& Assessments

Motivational
Interviewing

Graduated
Responses

Effective
Practices in
Community
Supervision
(EPICS)

Case Planning

Magisterial District Court

Providing the First Level of Pennsylvania's Judiciary

Magisterial District court

2018 MAGISTERIAL DISTRICT JUDGES

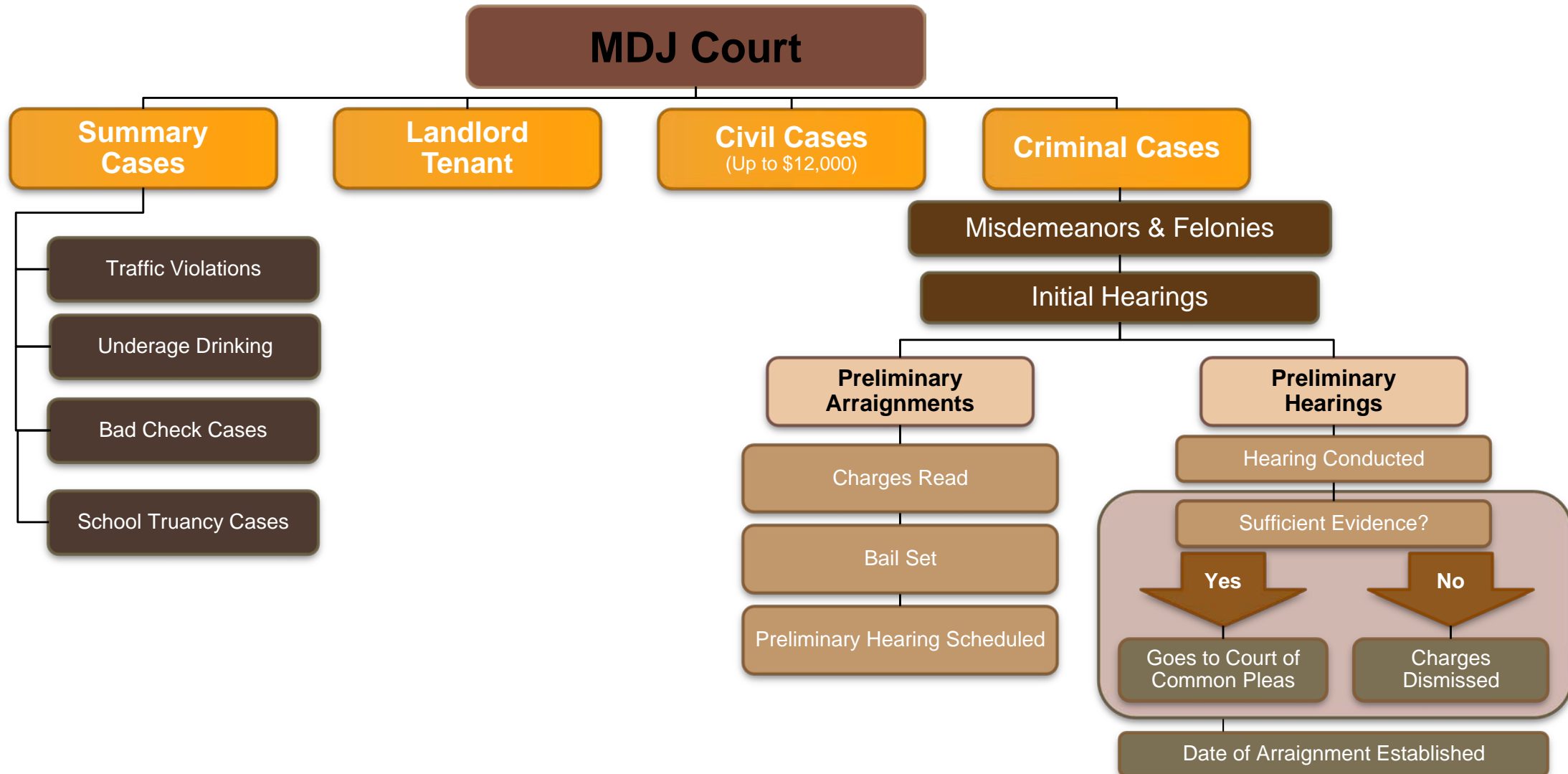
31-1-01 Patricia M. Engler
31-1-02 Rashid O. Santiago
31-1-03 Ronald S. Manescu
31-1-04 David M. Howells, Jr.
31-1-05 Michael D. D'Amore
31-1-06 Wayne Maura
31-1-07 Vacant

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 Thomas Creighton
31-3-02 Michael J. Faulkner
31-3-03 Daniel C. Trexler

The Lehigh County Magisterial District Court consists of 14 District Court offices, Night Court and Central Court. The supervision of each District Court is the responsibility of the elected Magisterial District Judge, a state employee. Other Magisterial District Court office employees are Lehigh County judicial employees.

In 2018, the personnel and administrative functions for the Magisterial District Courts fell under the responsibility of the District Judge Administrator, H. Gordon Roberts.

Jurisdiction of the MDJ Court



MDJ Court Filings 2018

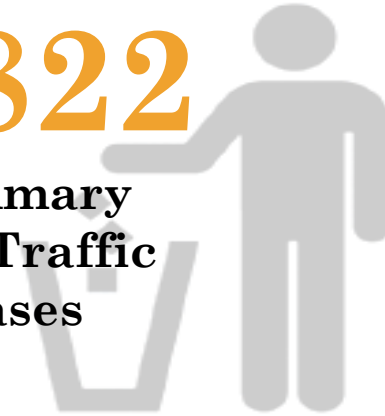
54,119

Summary Traffic
Cases



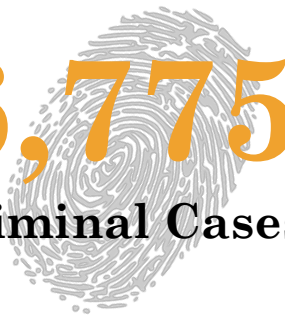
6,822

Summary
Non-Traffic
Cases



6,775

Criminal Cases



10,932

Civil and
Landlord/Tenant
Cases



Special MDJ Courts

CENTRAL COURT

- ✱ Preliminary Hearings for all Incarcerated Defendants
- ✱ Located within the Lehigh County Courthouse
- ✱ 14 MDJs preside on a rotating schedule
- ✱ DUI Court two days per month

NIGHT COURT

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

MDJ Court Administration

MAGISTERIAL DISTRICT COURT ADMINISTRATION STRIVES TO MODERNIZE AND STREAMLINE THE OPERATION OF MDJ COURT OFFICES.

1. In 2015 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. Begun in 2017 and continued into 2018, the e-filing project began with non-traffic summary cases. Lehigh County also developed an e-filing project for all criminal case actions. The scanning project was completed allowing the District Court to scan completed case file information directly to the Clerk of Judicial Records Office. Case file information is now made available quickly to many of the Departments and offices in the Lehigh County Courthouse and the amount of space required to store paper files in accordance with the rules established by the State is reduced.
2. The District Court offices 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 allows 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. This credit card project was finalized and made operational in 2017 and use became routine in 2018.
3. Emergency Protection From Abuse actions are a very important part of the business of the District Courts. In 2017, a review of 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 was established in 2017 and in 2018 continued to reduce any unnecessary delay between the applicant and the on-call Magisterial District Judge. This process includes an iPad for portability and may be expanded for use with video technology in the near future.

Contact the Court

COURT OF COMMON PLEAS OF LEHIGH COUNTY

455 W. HAMILTON STREET

ALLENTOWN, PA 18101

Telephone: 610-782-3014

www.lccpa.org

