

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20051826

1. ACTION REQUESTED/PURPOSE:

Budget Amendment for Clerk of Clerks in the amount of \$140,400 to fund additional court clerks necessary to implement a real-time sentencing program. The purpose of the real-time sentencing program is save the county \$475,200 per year in reduced jail costs by allowing for the transfer of inmates to state prisons same-day or next business day instead of one week on average.

2. WHAT ACTION ACCOMPLISHES:

On average, the jail transfers about 900 inmates to prison per year. This program is designed to speed-up the completion of the required paperwork - commitment packets (which are required by law before the inmate can be transferred) from the current five day average to same-day or next business day. The cost of keeping an inmate in the county jail for one week is \$528 x 900 transfers = \$475,200 per year.

The current process for completing commitment packets consists of a court clerk sitting in a court room to record disposition information, returning to the office after court, and with the help of another clerk, completing the paper work within two to three days. The commitment packet is then sent to the Judge's office to be signed and returned to the Clerk's Office. This takes one to two days on average. The clerks then make and certify copies before sending the Jail a completed commitment packet.

The new process for completing commitment packets would consist of the Clerk's Office sending three clerks to the court room to complete the commitment packets real-time. The packets would then be presented to the Judge who would sign them same-day or next business day, allowing the Clerk's Office to deliver to the Jail the completed packets within the same-day or next business day on average.

3. MANAGEMENT RECOMMENDATION:

4. Departmental Category:

CISB

5. Meeting Date: **01-10-2006**

6. Agenda:

- Consent
- Administrative
- Appeals
- Public
- Walk-On

7. Requirement/Purpose: (specify)

- Statute
- Ordinance
- Admin. Code
- Other Budget Amendment

8. Request Initiated:

Commissioner _____
Department _____
Division Clerk of Circuit Court

By: *Christie Galt*

9. BACKGROUND:

This proposal was initiated and is supported by David Bennett, who is under contract to help the County reduce jail overcrowding, and by the Court Administrator of the 20th Judicial Circuit.

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10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
					Analyst	Risk	Grants	Mgr.	
				<i>Not scheduling 12/21/05</i>					

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY COUNTY ADMIN: *JD*
12-21-05
4pm
COUNTY ADMIN FORWARDED TO:

Rec. by CoAtty
Date: *12/21/05*
Time: *3:40pm*
Forwarded To: *...*
12/21/05 3:55pm

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The Clerk's Office would need to add four new positions to implement this program at an estimated cost of \$140,400 per year. (Ave. annual salary \$27,000 + \$8,100 (30% benefits) = \$35,100 * 4 positions). Costs for the additional equipment would be paid out of the Clerk's technology trust fund.

Due to budget constraints imposed by Article V, the Clerk's expenditure budget is restricted and does not allow for the additional expense of the four new positions. These positions would need to be funded by the Board of County Commissioners. The Court Administrator has agreed to partner with the Clerk to implement courtroom infrastructure changes, judicial procedural changes, and bailiff procedural changes.

Ultimately, the Clerk intends to implement in-court software that will further automate the real-time sentencing process. FACC (Florida Association of Court Clerks) is currently in the development stages of an 'In-Court Processing' program that we may be able to utilize. A realistic estimate of the implementation of this initiative is three to four years away.

County Administration will request a semi-annual update from David Bennett of the outcomes stemming from this initiative.



TWENTIETH JUDICIAL CIRCUIT OF FLORIDA

ADMINISTRATIVE OFFICE OF THE COURTS

LEE COUNTY JUSTICE CENTER

1700 MONROE STREET

FORT MYERS, FLORIDA 33901

TEL. (239) 335-2231

SUNCOM 726-2231

FAX (239) 335-2387

HUGH D. HAYES
CHIEF JUDGE

L. CARON JEFFREYS
COURT ADMINISTRATOR

December 9, 2005

Ms. Linda Doggett
Director, Courts Department
Lee County Clerk of Courts
1700 Monroe Street
Fort Myers, FL 33901

Dear Ms. Doggett:

I am in receipt of the proposal for expedited sentencing and in-court production of the judgment of conviction process that will be presented to the Lee Board of County Commissioners.

The Court Administrators Office supports the Clerk of Courts proposal to expedite preparation of the judgment of conviction and jail commitment package. I understand that the proposal calls for additional staffing for the Clerk, and while I support the project, I would defer to you as to the additional resources needed to implement the project.

Thank you for the opportunity to review this proposal in advance of submission. Please let me know if there is anything additional we can do to assist in this effort.

Best regards,

A handwritten signature in black ink that reads "L. Caron Jeffreys".

L. Caron Jeffreys
Court Administrator