



**ANNUAL REPORT
FOR
FISCAL YEAR 2001**

**Reimbursement Division
Department of Management and Budget**

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COUNTY MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET

L. BROOKS PATTERSON, OAKLAND COUNTY EXECUTIVE

REIMBURSEMENT DIVISION
Linda Spiekerman-Harvey, Manager

UNITS:
CIRCUIT COURT (248) 858-0506
PROBATE / FAMILY COURT (248) 858-1130

April 10, 2002

Honorable L. Brooks Patterson
County Executive
1200 N. Telegraph Road
Pontiac, MI 48341

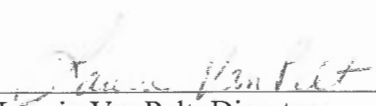
Dear Mr. Patterson:

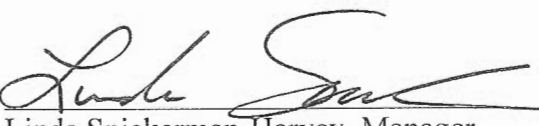
Submitted herewith is the Reimbursement Division Annual Report for Fiscal Year 2001, covering the period October 1, 2000 through September 30, 2001.

Total collections for the Circuit Court, Family Court-Juvenile Unit, Probate and Administrative Units (including credits and fees for Community Service) for fiscal year 2001 were \$7,805,237, down \$337,889 or 4.1% from the \$8,143,126 collected in fiscal year 2000. For every dollar spent on collection costs, \$3.35 was returned to the General Fund, compared with \$3.77 the prior year.

The year-to-year decline is entirely attributable to the Family Independent Agency's implementation of the new Michigan Child Support Enforcement System (MICSES). The Board of Commissioners, by Misc. Resolution #01123 (dated May 10, 2001), authorized the transfer of the Child Support Accounting and Banking Units from the Reimbursement Division of the Department of Management & Budget to the Friend of the Court in Circuit Court/Family Division. Annual revenues for Friend of the Court Fees decreased from \$991,598 in fiscal year 2000 to \$595,506 in fiscal year 2001, a 40% reduction amounting to \$396,092.

This division will continue to review policies, improve procedures, increase collections and investigate new areas of collections for the future. The activities of the Reimbursement Division for fiscal year 2001 are presented for your review.


Laurie VanPelt, Director
Department of Management & Budget


Linda Spiekerman-Harvey, Manager
Reimbursement Division

**2001 FISCAL YEAR ANNUAL REPORT
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**County Executive
Department of Management and Budget
Reimbursement Division
October 1, 2000 through September 30, 2001**

SERVICE STATEMENT:

The Reimbursement Division is responsible for assisting the Circuit, Family, and Probate Courts in determining ability to pay for various court services. It is responsible for collecting all monies ordered by the courts; for example, court costs, restitution, fines, victim rights fees, attorney fees, clinical evaluations, childcare, service fees, and inmate board and care. In addition to the regular collection process, this office processes tax intercepts and garnishments, conducts administrative Order to Show Cause hearings, reviews return of bond monies, and disburses restitution checks to crime victims.

GOALS:

The goals of the Reimbursement Division are to operate an efficient collections process, assess fees in an accurate and timely manner, ensure maximum recovery of costs to the courts and the County, and operate within the confines of the resources allocated to the Division.

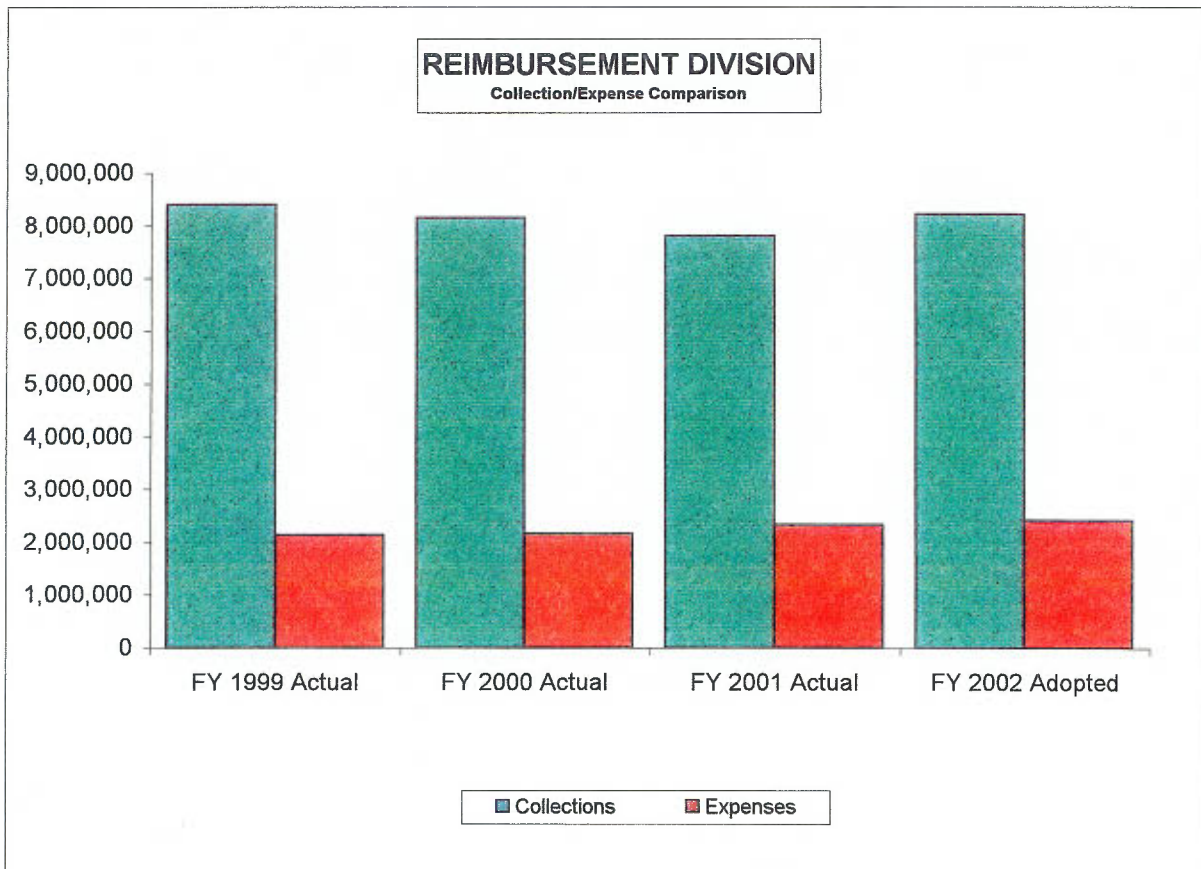
ACCOMPLISHMENTS:

- Collected \$7,727,699 for Circuit, Family, and Probate Courts.
- Collected \$2,033,285 on behalf of crime victims.
- Worked with Oakland County Sheriff's Department to modify service procedures on Inmate cases, thereby reducing the number of cases that cannot be pursued due to the lack of a timely judgment.
- Coordinated efforts with Friend of the Court to move collection responsibility for monies owed to Clerk, Court, and Clinic from Friend of the Court to the Reimbursement Division as Friend of the Court moved to the State CSES computer system.
- Began a concerted effort to analyze procedures in an effort to streamline jobs.
- Members of the full-time staff were dedicated to train and participate with the courts and Prosecutor's office in the development of an integrated computer system, JIMS (Judicial Information Management System). After an in-depth analysis, it was determined that the appropriate course of action was to attempt to interface with the JIMS system at a future date rather than be a part of the integrated system.

**REIMBURSEMENT DIVISION
FISCAL YEAR 2001 ADOPTED BUDGET
COLLECTION / EXPENSE COMPARISON STATEMENT**

		<u>FY 1999 Actual</u>	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adopted</u>
Salaries & Fringes	*	\$ 1,498,171	\$ 1,554,535	\$ 1,770,059	\$ 1,857,296
Operating Expense		638,333	603,553	561,597	556,067
Total Expenses		\$ 2,136,504	\$ 2,158,088	\$ 2,331,656	\$ 2,413,363
Total Collections	*	\$ 8,238,820	\$ 8,054,339	\$ 7,727,699	\$ 8,143,353
Community Service		153,369	88,787	77,538	75,000
Total Collections & Service		\$ 8,392,189	\$ 8,143,126	\$ 7,805,237	\$ 8,218,353
Collection/Expense Ratio	*	\$ 3.93	\$ 3.77	\$ 3.35	\$ 3.41

* Salary and fringe benefit expenses prior to fiscal year 2001 for administrative staff were adjusted to reflect responsibilities in the Child Support Unit. M.R. #01123 transferred the Child Support Unit and its collections from Reimbursement to Circuit Court retroactive to October 1, 2000, although administrative responsibilities remained through April 2001.



Three-Year Summary Comparison Statement
FY 1999 - 2001
Collections vs. Expenses

	Collections		
	FY 2001	FY 2000	FY 1999
Circuit Court:			
Restitution	\$ 1,915,870	\$ 2,108,473	\$ 2,139,404
Court Costs	1,081,517	1,050,890	1,059,737
Attorney Fees	745,942	767,044	793,535
Inmate Board and Care	440,904	410,877	405,418
Crime Victim's Rights Fees	200,457	201,630	225,906
Fines	286,705	198,898	166,910
Forensic Lab Fees	135,789	111,106	94,302
Extradition Fees	3,075	12,908	14,212
Community Service Fees	19,605	11,884	20,762
Psychological Testing	6	-	650
Total	<u>\$ 4,829,870</u>	<u>\$ 4,873,710</u>	<u>\$ 4,920,836</u>
Family Court:			
Board and Care (Juvenile Maintenance)	\$ 855,159	\$ 796,294	\$ 814,063
Collection Offset (Board and Care)	304,918	282,881	288,480
Governmental Benefits (Juvenile Maintenance)	275,635	241,967	314,978
Probation Service Fees	169,019	210,136	228,873
Attorney Fees	185,173	205,017	162,894
State Juvenile Maintenance	144,234	121,040	104,962
Restitution	117,415	89,781	150,217
Clinical Evaluations	73,411	69,406	48,883
Court Costs	19,411	22,397	18,545
Tax Intercept Fees	22,570	22,331	21,389
Traffic Service Fees	13,025	13,740	9,073
Crime Victim's Rights Fees	8,859	9,972	12,304
Community Mental Health	2,042	6,600	5,355
Ordinance Violations	3,665	4,625	8,585
Forensic Lab Fees	1,504	2,213	4,551
Children's Village Aftercare	2,032	2,195	1,771
Sec. of State-Traffic Service Fees	1,065	885	993
Probate Support	577	600	3,428
Family Court-Other	767	550	-
Total	<u>\$ 2,200,481</u>	<u>\$ 2,102,630</u>	<u>\$ 2,199,344</u>
Probate Court-Mental Health:			
Attorney Fees	\$ 74,089	\$ 39,451	\$ 50,152
Total	<u>\$ 74,089</u>	<u>\$ 39,451</u>	<u>\$ 50,152</u>
Miscellaneous:			
Friend of the Court Fees	\$ 595,506	\$ 991,598	\$ 1,044,919
Clerk Fees	200	-	-
Medical Care Facility	-	17,811	-
Witness and Mileage Fees/Service Fees	12,030	16,676	11,879
Recovery Fees for Returned Checks	5,037	4,713	4,519
Filing Fees	3,895	4,464	5,751
Miscellaneous	2,254	1,477	413
Reimbursement of Postage Expense	1,109	1,155	-
Interpreter Fees	-	600	-
Lien Interest	3,228	54	1,007
Total	<u>\$ 623,259</u>	<u>\$ 1,038,548</u>	<u>\$ 1,068,488</u>
TOTAL COLLECTIONS			
	<u>\$ 7,727,699</u>	<u>\$ 8,054,339</u>	<u>\$ 8,238,820</u>
Community Service Credits	\$ 77,538	\$ 88,787	\$ 153,369
GRAND TOTAL			
	<u>\$ 7,805,237</u>	<u>\$ 8,143,126</u>	<u>\$ 8,392,189</u>
Reimbursement Division Expenses:	\$ 2,331,656	\$ 2,158,088	\$ 2,136,504
Collection/Expense Ratio:	\$ 3.35	\$ 3.77	\$ 3.93

REPORT OF TRANSACTION ACTIVITY

	Transactions		
	FY 2001	FY 2000	FY 1999
Circuit Court:			
Restitution	10,833	10,648	10,760
Court Costs	16,850	13,894	12,967
Attorney Fees	14,080	12,746	12,710
Inmate Board and Care	5,016	5,162	5,126
Crime Victim's Rights Fees	13,653	13,255	14,241
Fines	3,598	2,231	1,719
Forensic Lab Fees	4,407	3,129	7,386
Extradition Fees	41	53	57
Community Service Fees	448	323	526
Psychological Testing	1	-	4
Total	<u>68,927</u>	<u>61,441</u>	<u>65,496</u>
Family Court:			
Board and Care (Juvenile Maintenance)	14,348	13,284	13,141
Collection Offset (Board and Care)	14,377	13,284	13,141
Governmental Benefits (Juvenile Maintenance)	1,035	997	1,279
Probation Service Fees	2,385	2,813	2,969
Attorney Fees	3,067	3,330	3,159
State Juvenile Maintenance	1,608	1,735	1,943
Restitution	897	972	1,025
Clinical Evaluations	1,177	1,175	752
Court Costs	668	745	502
Tax Intercept Fees	493	495	494
Traffic Service Fees	336	376	295
Crime Victim's Rights Fees	446	499	618
Community Mental Health	8	22	17
Ordinance Violations	152	186	342
Forensic Lab Fees	42	23	165
Children's Village Aftercare	41	36	33
Sec. of State-Traffic Service Fees	56	54	57
Probate Support	50	53	55
Family Court-Other	30	2	-
Total	<u>41,216</u>	<u>40,081</u>	<u>39,987</u>
Probate Court-Mental Health:			
Attorney Fees	837	470	556
Total	<u>837</u>	<u>470</u>	<u>556</u>
Miscellaneous:			
Friend of the Court Fees	1,569	1,584	1,522
Clerk Fees	3	-	-
Medical Care Facility	-	1	-
Witness and Mileage Fees/Service Fees	873	1,204	857
Recovery Fees for Returned Checks	224	211	223
Filing Fees	715	785	887
Miscellaneous	17	11	9
Reimbursement of Postage Expense	309	366	-
Interpreter Fees	-	1	-
Lien Interest	5	1	5
Total	<u>3,715</u>	<u>4,164</u>	<u>3,503</u>
GRAND TOTAL	<u><u>114,695</u></u>	<u><u>106,156</u></u>	<u><u>109,542</u></u>

CIRCUIT COURT ACCOUNTS

STATEMENT OF RECEIPTS

	FY 2001	FY 2000	FY 1999
Accounts:			
Court Costs	\$ 1,081,517	\$ 1,050,890	\$ 1,059,737
Attorney Fees	745,942	767,044	793,535
Inmate Board and Care *	440,904	410,877	405,418
Fines	286,705	198,898	166,910
Extradition Fees	3,075	12,908	14,212
Community Service Fees	19,605	11,884	20,762
Forensic Lab Fees-County Share	6,789	5,555	4,715
Forensic Lab Fees-Prosecutor	6,789	5,555	4,715
Psychological Testing	6	-	650
Total	<u>\$ 2,591,332</u>	<u>\$ 2,463,611</u>	<u>\$ 2,470,654</u>
Trust Accounts:			
Restitution	\$ 1,915,870	\$ 2,108,473	\$ 2,139,404
Crime Victim's Rights Fees	200,457	201,630	225,906
Forensic Lab Fees-State Share	122,211	99,996	84,872
Total	<u>\$ 2,238,538</u>	<u>\$ 2,410,099</u>	<u>\$ 2,450,182</u>
TOTAL FUNDS RECOVERED	<u>\$ 4,829,870</u> **	<u>\$ 4,873,710</u>	<u>\$ 4,920,836</u>

The Circuit Court Unit of the Reimbursement Division is responsible for collection of all funds ordered by the Circuit Court for court costs, attorney fees, restitution, fines, forensic lab fees, and crime victim's rights fees. The Unit also collects inmate board and care charges as well as fees associated with the Community Service Program.

For fiscal year 2001, there were 6,955 restitution payments made to the victims of crime for a total of \$1,944,467.

On October 30, 1989, Public Act 196 became effective requiring each defendant to pay a fee for the Crime Victim's Rights Fund. These funds are collected on behalf of the State; the County is authorized to retain an administrative fee. The County retains 10% of the amount collected for administrative costs.

*MCLA 801.83 allows the County to seek reimbursement for board and care from inmates. In May 1995, the County began billing inmates for time served in the Oakland County Jail. Inmates are billed at a rate that does not exceed \$60 per day. The rate can be adjusted based on ability to pay.

**A program requiring a defendant's bond to be applied toward costs assessed by the Court resulted in the recovery of \$388,362. In addition, \$63,666 of the above funds was collected from defendants on the Work Release Program with the assistance of the Oakland County Sheriff's Department.

CIRCUIT COURT ACCOUNTS

REIMBURSEMENT FOR COURT-APPOINTED ATTORNEYS

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
Cost to Oakland County:			
Regular Cases	\$ 2,807,673	\$ 3,085,132	\$ 2,957,986
Appellate Cases	524,630	385,431	556,658
Total	<u>\$ 3,332,303</u>	<u>\$ 3,470,563</u>	<u>\$ 3,514,644</u>
TOTAL FUNDS RECOVERED	<u>\$ 745,942</u>	<u>\$ 767,044</u>	<u>\$ 793,535</u>
Percent Recovered	22.4%	22.1%	22.6%

Defendants represented by a court-appointed attorney are ordered to repay the County for services provided.

COURT COMMUNITY SERVICE PROGRAM

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
Community Service Credits:			
Attorney Fees	\$ 37,378	\$ 44,423	\$ 59,576
Court Costs	40,160	44,364	92,376
Fines	-	-	1,417
Total Credits	<u>\$ 77,538</u>	<u>\$ 88,787</u>	<u>\$ 153,369</u>
Community Service Fees Collected	<u>\$ 19,605</u>	<u>\$ 11,884</u>	<u>\$ 20,762</u>
TOTAL CREDITS AND FEES	<u>\$ 97,143</u>	<u>\$ 100,671</u>	<u>\$ 174,131</u>

The Court Community Service Program has provided the courts with an alternative means of enforcing monetary orders against indigent defendants rather than imposing costly jail sentences. Defendants provide labor hours and receive credits which reduce court-ordered fees.

In 1996, a community service fee was authorized to be assessed for individuals involved in the program to supplement state and county funding. The Reimbursement Division assisted Community Corrections staff in collecting \$19,605 during fiscal year 2001.

FAMILY COURT ACCOUNTS

STATEMENT OF RECEIPTS

	FY 2001	FY 2000	FY 1999
Accounts:			
Board and Care (Juvenile Maintenance)	\$ 855,159	\$ 796,294	\$ 814,063
Collection Offset (Board and Care)	304,918	282,881	288,480
Governmental Benefits (Juvenile Maintenance)	275,635	241,967	314,978
Probation Service Fees	169,019	210,136	228,873
Attorney Fees	185,173	205,017	162,894
Clinical Evaluations	73,411	69,406	48,883
Court Costs	19,411	22,397	18,545
Tax Intercept Fees	22,570	22,331	21,389
Traffic Service Fees	13,025	13,740	9,073
Community Mental Health	2,042	6,600	5,355
Ordinance Violations-County Share	2,443	3,083	5,723
Children's Village Aftercare	2,032	2,195	1,771
Adoption Attorney	-	300	-
Forensic Lab Fees-County Share	75	111	228
Forensic Lab Fees-Prosecutor	75	111	228
Transcript Fees	278	-	-
Total	\$ 1,925,266	\$ 1,876,569	\$ 1,920,483
Trust Accounts:			
State Juvenile Maintenance	\$ 144,234	\$ 121,040	\$ 104,962
Restitution	117,415	89,781	150,217
Crime Victim's Rights Fees	8,859	9,972	12,304
Forensic Lab Fees-State Share	1,354	1,991	4,095
Ordinance Violations-Municipalities Share	1,222	1,542	2,862
Sec. of State-Traffic Service Fees	1,065	885	993
Probate Support	577	600	3,428
Public Library Fund	-	250	-
State of Michigan-Aid to Dependent Children	489	-	-
Total	\$ 275,215	\$ 226,061	\$ 278,861
TOTAL FUNDS RECOVERED	\$ 2,200,481 *	\$ 2,102,630	\$ 2,199,344

The Family Court Unit of the Reimbursement Division is responsible for collection of the cost of care for court wards, attorney fees, restitution, court costs, service fees, crime victim's rights fees, and clinical evaluations as ordered by the Family Court. A financial statement is taken and an order is entered based on the parents' ability to pay according to the State Court Administrator's guidelines.

The Family Division of Circuit Court (Family Court) was established January 1, 1998, in an effort to consolidate the handling of domestic relations and juvenile cases to better serve families.

The Juvenile Code provides for a 25% administrative fee (Collection Offset) to cover the cost of collecting funds as the result of an order for board and care.

Family Court assesses the parents of juveniles charged with delinquent acts a monthly service fee when the child is placed on probation or under supervision in their home.

Effective May 1, 1994, MCLA 780.901 required the courts to order juveniles to pay a \$20 assessment to the Crime Victim's Rights Fund for orders of disposition on juvenile offenses. The Michigan Department of Treasury receives 90% of this fee and the County is entitled to retain 10% of collections.

This unit acts as the collection agent for monies ordered by Family Court for restitution. For fiscal year 2001, there were 547 restitution payments made to the victims of crime for a total of \$115,903.

*A program which requires a child's bond be applied toward costs assessed by the Court resulted in the recovery of \$30,246 of the above funds.

FAMILY COURT ACCOUNTS

BOARD AND CARE COLLECTIONS

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
Juvenile Maintenance	\$ 1,435,712	\$ 1,321,142	\$ 1,417,521
State Juvenile Maintenance	144,234	121,040	104,962
TOTAL FUNDS RECOVERED	\$ 1,579,946 *	\$ 1,442,182	\$ 1,522,483

*This amount includes \$81,344 which represents one-half of the governmental benefits collected by the Michigan Family Independence Agency and credited to the County for children placed in state facilities.

REIMBURSEMENT FOR COURT-APPOINTED ATTORNEYS

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
Cost to Oakland County	\$ 1,006,481	\$ 891,937	\$ 758,792
TOTAL FUNDS RECOVERED	\$ 185,173	\$ 205,017	\$ 162,894
Percent Recovered	18.4%	23.0%	21.5%

If the Family Court appoints an attorney to represent a child, parent, guardian or custodian, an order is entered requiring the responsible individual to repay the funds in accordance with their ability to pay.

COMMUNITY MENTAL HEALTH

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
TOTAL FUNDS RECOVERED	\$ 2,042	\$ 6,600	\$ 5,355

The Family Court and Community Mental Health have developed joint funding agreements in an effort to expand placement options for juveniles needing mental health services while under the Court's jurisdiction.

PROBATE COURT-MENTAL HEALTH ACCOUNTS

REIMBURSEMENT FOR COURT-APPOINTED ATTORNEYS

	<u>FY 2001</u>	<u>FY 2000</u>	<u>FY 1999</u>
Cost to Oakland County	\$ 192,113	\$ 172,866	\$ 160,059
TOTAL FUNDS RECOVERED	\$ 74,089	\$ 39,451	\$ 50,152
Percent Recovered	38.6%	22.8%	31.3%

Every individual who is the subject of a petition for involuntary hospitalization is required to be represented by legal counsel.