



**ANNUAL REPORT  
FOR  
FISCAL YEAR 2005**

**Reimbursement Division  
Department of Management and Budget**

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**2005 FISCAL YEAR ANNUAL REPORT  
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**County Executive  
Department of Management and Budget  
Reimbursement Division  
October 1, 2004 through September 30, 2005**

**SERVICE STATEMENT:**

The Reimbursement Division is responsible for collecting all monies ordered by the courts. It is responsible for assisting the Circuit, Family, and Probate Courts in determining ability to pay for various court services. 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. The Division is also responsible for managing collections for services and care provided by the Golden Oaks Medical Care Facility.

**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.

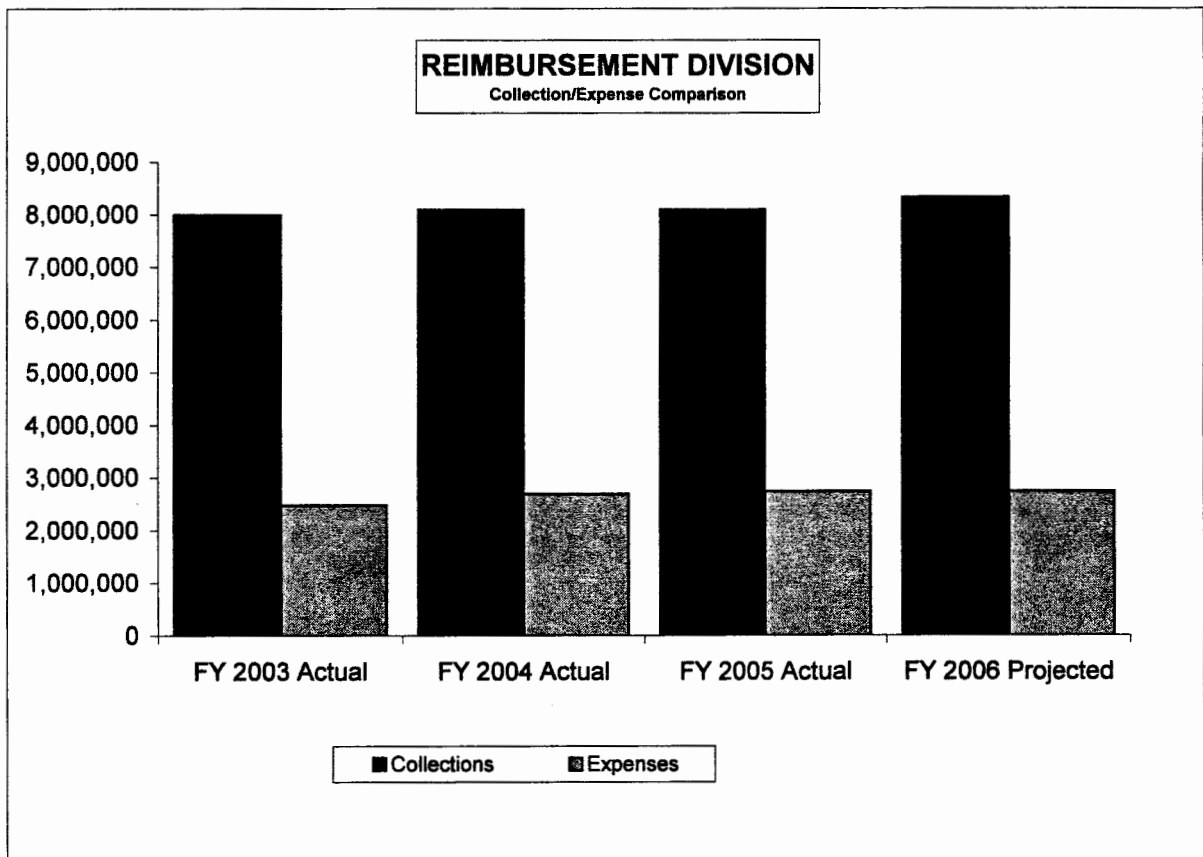
**ACCOMPLISHMENTS:**

- \$8,306,695 collected for Circuit, Family, and Probate Courts.
- \$2,685,467 collected on behalf of crime victims.
- Continued analysis of current processes and procedures for Reimbursement staff responsible for collections for the Golden Oaks Medical Care Facility. Participated in facility's implementation of a new computer system including direct involvement in the implementation of the collections module.
- Continued researching various avenues to obtain information about software systems available to replace the current computer system used by the Division.
- Continued on-going analysis of current processes and procedures for Reimbursement staff responsible for court collections and implementation of changes.
- Continued to assist the Courts' Collection Committee in their efforts to increase collections.

**REIMBURSEMENT DIVISION  
FISCAL YEAR 2005 ADOPTED BUDGET  
COLLECTION / EXPENSE COMPARISON STATEMENT**

	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Projected</u>
Salaries & Fringes*	\$ 1,877,628	\$ 1,999,824	\$ 2,125,074	\$ 2,185,995
Operating Expenses	603,304	695,641	675,208	556,259
<b>Total Expenses*</b>	<b>\$ 2,480,932</b>	<b>\$ 2,695,465</b>	<b>\$ 2,800,282</b>	<b>\$ 2,742,254</b>
Total Collections	\$ 7,768,431	\$ 7,844,165	\$ 8,306,695	\$ 8,079,490
Community Service	225,895	248,804	321,537	250,000
<b>Total Collections &amp; Service</b>	<b>\$ 7,994,326</b>	<b>\$ 8,092,969</b>	<b>\$ 8,628,232</b>	<b>\$ 8,329,490</b>
Collection/Expense Ratio*	\$ 3.22	\$ 3.00	\$ 3.08	\$ 3.04

\*Salary and fringe benefit expenses commencing with FY 2004 for administrative staff have been adjusted to reflect responsibilities in the Golden Oaks Medical Care Facility Business Office. M.R. #01294 authorized the transfer of the Oakland County Medical Care Facility (now known as Golden Oaks Medical Care Facility) billing function from Fiscal Services to the Reimbursement Division.



**Three-Year Summary Comparison Statement  
FY 2003 - 2005  
Collections vs. Expenses**

	Collections		
	FY 2005	FY 2004	FY 2003
<b>Circuit Court-General Jurisdiction Division:</b>			
Restitution	\$ 2,565,245	\$ 2,335,107	\$ 2,329,006
Court Costs	1,199,667	1,208,813	1,305,974
Attorney Fees	770,966	719,590	653,610
Inmate Board and Care	467,725	472,313	443,793
Crime Victim's Rights Fees	222,291	209,897	221,348
Fines	289,989	285,994	266,710
Forensic Lab Fees*	64,976	111,472	135,286
Extradition Fees	3,341	6,418	14,676
Community Service Fees	1,820	3,235	18,455
State Minimum Costs*	240,628	114,296	-
DNA*	36,624	56,965	66,407
Fingerprinting Fees**	1,419	850	-
Adult Treatment Court	115	-	-
<b>Total</b>	<b>\$ 5,864,806</b>	<b>\$ 5,524,950</b>	<b>\$ 5,455,265</b>
<b>Circuit Court-Family Division:</b>			
Board and Care (Juvenile Maintenance)	\$ 852,299	\$ 824,245	\$ 774,042
Collection Offset (Board and Care)	309,106	303,922	284,470
Governmental Benefits (Juvenile Maintenance)	201,066	153,364	161,501
Probation Service Fees	182,932	181,981	168,925
Attorney Fees	249,959	223,332	219,043
State Juvenile Maintenance	154,077	154,043	162,559
Restitution	120,222	118,434	111,643
Clinical Evaluations	39,928	42,357	68,402
Court Costs	20,173	18,149	17,350
Traffic Service Fees	7,950	10,172	14,523
Crime Victim's Rights Fees	9,067	5,280	6,397
State Minimum Costs*	35,810	23,181	-
Ordinance Violations	930	1,735	1,150
Forensic Lab Fees*	463	565	621
Children's Village Aftercare	1,040	1,278	4,445
Traffic Service Fees-State Share	1,140	2,100	1,727
DNA*	5	300	680
Probate Support	565	565	612
Family Court-Other	1,154	-	698
<b>Total</b>	<b>\$ 2,187,886</b>	<b>\$ 2,065,003</b>	<b>\$ 1,998,788</b>
<b>Administration/Probate Court:</b>			
Clerk Fees	\$ 50,093	\$ 42,907	\$ 77,228
Domestic Evaluations	58,853	57,177	68,315
Domestic Guardian Ad Litem	6,938	10,693	13,065
Mental Health Attorney Fees	53,792	69,616	79,963
<b>Total</b>	<b>\$ 169,676</b>	<b>\$ 180,393</b>	<b>\$ 238,571</b>
<b>Miscellaneous:</b>			
Tax Intercept Fees	\$ 55,988	\$ 53,105	\$ 50,357
Witness and Mileage Fees/Service Fees	18,361	12,533	12,121
Recovery Fees for Returned Checks	2,413	2,708	6,411
Filing Fees	5,355	3,870	3,349
Miscellaneous	1,422	375	27
Reimbursement of Postage Expense	738	1,060	1,637
Lien Interest	50	168	1,905
<b>Total</b>	<b>\$ 84,327</b>	<b>\$ 73,819</b>	<b>\$ 75,807</b>
<b>TOTAL COLLECTIONS</b>			
	<b>\$ 8,306,695</b>	<b>\$ 7,844,165</b>	<b>\$ 7,768,431</b>
Community Service Credits	\$ 321,537	\$ 248,804	\$ 225,895
<b>GRAND TOTAL</b>			
	<b>\$ 8,628,232</b>	<b>\$ 8,092,969</b>	<b>\$ 7,994,326</b>
Reimbursement Division Expenses:	\$ 2,800,282	\$ 2,695,465	\$ 2,480,932
Collection/Expense Ratio:	\$ 3.08	\$ 3.00	\$ 3.22

\*DNA Fees and Forensic Lab Fees ceased being ordered and were replaced, by statute, with State Minimum Costs effective October 1, 2003. (2003 Public Act 70-79, 95-102, and 138)

\*\*Fingerprinting Fees for PPO/FPO violations became effective January 1, 2004. (MCL 28.243, MCL 764.29, MCL 769.1)

## REPORT OF TRANSACTION ACTIVITY

	Transactions		
	FY 2005	FY 2004	FY 2003
<b>Circuit Court-General Jurisdiction Division:</b>			
Restitution	13,487	12,605	11,882
Court Costs	15,045	15,959	18,014
Attorney Fees	9,214	8,974	8,919
Inmate Board and Care	5,330	5,438	5,479
Crime Victim's Rights Fees	11,318	11,726	11,881
Fines	2,069	1,966	2,874
Forensic Lab Fees*	3,060	5,883	10,233
Extradition Fees	33	58	77
Community Service Fees	39	78	459
State Minimum Costs*	6,422	3,324	-
DNA*	2,730	5,823	10,236
Fingerprinting Fees**	34	17	-
Adult Treatment Court	3	-	-
Total	<u>68,784</u>	<u>71,851</u>	<u>80,054</u>
<b>Circuit Court-Family Division:</b>			
Board and Care (Juvenile Maintenance)	12,136	11,659	11,791
Collection Offset (Board and Care)	12,152	11,659	11,809
Governmental Benefits (Juvenile Maintenance)	691	616	723
Probation Service Fees	2,418	2,147	2,331
Attorney Fees	3,205	2,966	3,232
State Juvenile Maintenance	1,574	1,705	1,710
Restitution	916	863	937
Clinical Evaluations	428	469	879
Court Costs	597	541	533
Traffic Service Fees	218	265	350
Crime Victim's Rights Fees	497	263	330
State Minimum Costs*	687	421	-
Ordinance Violations	40	76	46
Forensic Lab Fees*	15	33	45
Children's Village Aftercare	14	29	98
Traffic Service Fees-State Share	50	96	88
DNA*	3	18	42
Probate Support	49	48	55
Family Court-Other	18	-	19
Total	<u>35,708</u>	<u>33,874</u>	<u>35,018</u>
<b>Administration/Probate Court:</b>			
Clerk Fees	626	573	1,017
Domestic Evaluations	586	526	790
Domestic Guardian Ad Litem	92	144	157
Mental Health Attorney Fees	665	736	824
Total	<u>1,969</u>	<u>1,979</u>	<u>2,788</u>
<b>Miscellaneous:</b>			
Tax Intercept Fees	1,153	1,052	1,125
Witness and Mileage Fees/Service Fees	1,201	812	864
Recovery Fees for Returned Checks	121	133	265
Filing Fees	726	693	589
Miscellaneous	12	5	2
Reimbursement of Postage Expense	152	225	346
Lien Interest	1	1	1
Total	<u>3,366</u>	<u>2,921</u>	<u>3,192</u>
<b>GRAND TOTAL</b>	<u><u>109,827</u></u>	<u><u>110,625</u></u>	<u><u>121,052</u></u>

\*DNA Fees and Forensic Lab Fees ceased being ordered and were replaced, by statute, with State Minimum Costs effective October 1, 2003. (2003 Public Act 70-79, 95-102, and 138)

\*\*Fingerprinting Fees for PPO/FPO violations became effective January 1, 2004. (MCL 28.243, MCL 764.29, MCL 769.1)

# CIRCUIT COURT ACCOUNTS

## STATEMENT OF RECEIPTS

	FY 2005	FY 2004	FY 2003
<b>Accounts:</b>			
Court Costs	\$ 1,199,667	\$ 1,208,813	\$ 1,305,974
Attorney Fees	770,966	719,590	653,610
Inmate Board and Care *	467,725	472,313	443,793
Fines	289,989	285,994	266,710
Extradition Fees	3,341	6,418	14,676
Community Service Fees	1,820	3,235	18,455
Forensic Lab Fees-County Share	3,248	5,573	6,764
Forensic Lab Fees-Prosecutor	3,248	5,573	6,764
DNA-Court Share	3,662	5,696	6,641
Fingerprinting Fees	1,419	850	-
Adult Treatment Court	115	-	-
<b>Total</b>	<b>\$ 2,745,200</b>	<b>\$ 2,714,055</b>	<b>\$ 2,723,387</b>
<b>Trust Accounts:</b>			
Restitution	\$ 2,565,245	\$ 2,335,107	\$ 2,329,006
Crime Victim's Rights Fees	222,291	209,897	221,348
State Minimum Costs	240,628	114,296	-
DNA-State Share	23,806	37,028	43,165
DNA-Municipalities Share	9,156	14,241	16,601
Forensic Lab Fees-State Share	58,480	100,326	121,758
<b>Total</b>	<b>\$ 3,119,606</b>	<b>\$ 2,810,895</b>	<b>\$ 2,731,878</b>
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 5,864,806</b> **	<b>\$ 5,524,950</b>	<b>\$ 5,455,265</b>

The Circuit Court Unit of the Reimbursement Division is responsible for collection of all funds ordered by the Circuit Court. The Unit also collects inmate board and care charges as well as fees associated with the Community Service Program.

For fiscal year 2005, there were 6,961 restitution payments made to the victims of crime for a total of \$2,323,662.63.

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 \$269,855. In addition, \$34,634 of the above funds was collected from defendants on the Work Release Program with the assistance of the Oakland County Sheriff's Office.

## CIRCUIT COURT ACCOUNTS

### REIMBURSEMENT FOR COURT-APPOINTED ATTORNEYS

	FY 2005	FY 2004	FY 2003
<b>Cost to Oakland County:</b>			
Regular Cases	\$ 2,824,432	\$ 2,960,530	\$ 2,635,778
Appellate Cases	393,429	309,704	297,696
<b>Total</b>	<b>\$ 3,217,861</b>	<b>\$ 3,270,234</b>	<b>\$ 2,933,474</b>
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 770,966</b>	<b>\$ 719,590</b>	<b>\$ 653,610</b>
Percent Recovered	24.0%	22.0%	21.7%

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

### COURT COMMUNITY SERVICE PROGRAM

	FY 2005	FY 2004	FY 2003
<b>Community Service Credits:</b>			
Attorney Fees	\$ 158,251	\$ 126,395	\$ 92,971
Court Costs	162,796	122,409	132,924
Court Fines	490	-	-
<b>Total Credits</b>	<b>\$ 321,537</b>	<b>\$ 248,804</b>	<b>\$ 225,895</b>
<b>Community Service Fees Collected</b>	<b>\$ 1,820</b>	<b>\$ 3,235</b>	<b>\$ 18,455</b>
<b>TOTAL CREDITS AND FEES</b>	<b>\$ 323,357</b>	<b>\$ 252,039</b>	<b>\$ 244,350</b>

**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 Circuit Court Probation staff in collecting \$1,820 during fiscal year 2005.**



## FAMILY COURT ACCOUNTS

### STATEMENT OF RECEIPTS

	FY 2005	FY 2004	FY 2003
<b>Accounts:</b>			
Board and Care (Juvenile Maintenance)	\$ 852,299	\$ 824,245	\$ 774,042
Collection Offset (Board and Care)	309,106	303,922	284,470
Governmental Benefits (Juvenile Maintenance)	201,066	153,364	161,501
Probation Service Fees	182,932	181,981	168,925
Attorney Fees	249,959	223,332	219,043
Clinical Evaluations	39,928	42,357	68,402
Court Costs	20,173	18,149	17,350
Traffic Service Fees	7,950	10,172	14,523
Ordinance Violations-County Share	620	1,157	767
Children's Village Aftercare	1,040	1,278	4,445
DNA-County Share	1	30	68
Forensic Lab Fees-County Share	23	28	31
Forensic Lab Fees-Prosecutor	23	28	31
<b>Total</b>	<b>\$ 1,865,120</b>	<b>\$ 1,760,043</b>	<b>\$ 1,713,598</b>
<b>Trust Accounts:</b>			
State Juvenile Maintenance	\$ 154,077	\$ 154,043	\$ 162,559
Restitution	120,222	118,434	111,643
Crime Victim's Rights Fees	9,067	5,280	6,397
State Minimum Costs	35,810	23,181	-
Forensic Lab Fees-State Share	417	509	559
Ordinance Violations-Municipalities Share	310	578	383
Traffic Service Fees-State Share	1,140	2,100	1,727
Probate Support	565	565	612
DNA-State Share	3	195	442
DNA-Municipalities Share	1	75	170
Public Library Fund	600	-	75
State of Michigan-Aid to Dependent Children	554	-	623
<b>Total</b>	<b>\$ 322,766</b>	<b>\$ 304,960</b>	<b>\$ 285,190</b>
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 2,187,886 *</b>	<b>\$ 2,065,003</b>	<b>\$ 1,998,788</b>

The Family Court Unit of the Reimbursement Division is responsible for collection for services provided to children and/or families and any other costs 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 the 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 2005, there were 707 restitution payments made to the victims of crime for a total of \$122,054.10.

\*A program which requires that a child's bond be applied toward costs assessed by the Court resulted in the recovery of \$29,305 of the above funds.

## FAMILY COURT ACCOUNTS

### BOARD AND CARE COLLECTIONS

	<u>FY 2005</u>	<u>FY 2004</u>	<u>FY 2003</u>
Juvenile Maintenance	\$ 1,161,405	\$ 1,281,531	\$ 1,220,013
State Juvenile Maintenance	154,077 *	154,043	162,559
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 1,315,482</b>	<b>\$ 1,435,574</b>	<b>\$ 1,382,572</b>

\*This amount includes \$78,045 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 2005</u>	<u>FY 2004</u>	<u>FY 2003</u>
Cost to Oakland County	\$ 1,335,552	\$ 1,261,592	\$ 934,415
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 249,959</b>	<b>\$ 223,332</b>	<b>\$ 219,043</b>
Percent Recovered	18.7%	17.7%	23.4%

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 ability to pay.

## PROBATE COURT-MENTAL HEALTH ACCOUNTS

### REIMBURSEMENT FOR COURT-APPOINTED ATTORNEYS

	<u>FY 2005</u>	<u>FY 2004</u>	<u>FY 2003</u>
Cost to Oakland County	\$ 204,502	\$ 361,533	\$ 336,962
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 53,792</b>	<b>\$ 69,616</b>	<b>\$ 79,963</b>
Percent Recovered	26.3%	19.3%	23.7%

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

## GOLDEN OAKS MEDICAL CARE FACILITY

	<u>FY 2005</u>	<u>FY 2004</u>	<u>FY 2003</u>
Total Operating Expenses	\$ 10,685,845	\$ 10,568,346	\$ 10,686,840
<b>TOTAL FUNDS RECOVERED</b>	<b>\$ 9,225,120</b>	<b>\$ 10,501,825</b>	<b>\$ 10,540,954</b>

M.R. #01294 (dated November 8, 2001) authorized the transfer of the Oakland County Medical Care Facility (now known as Golden Oaks Medical Care Facility) billing function from Fiscal Services to the Reimbursement Division. The Reimbursement Division has three full-time collection specialists dedicated to Golden Oaks Medical Care Facility client billing and patient reimbursement services.