



County Criminal Court Manager

FY 2025 Budget Requests

ARPA Position Requests

| Priority Ranking | Position Title | Position # | Salary Grade | Quantity | Cost |
|------------------|---------------------|------------|--------------|--------------|------------------|
| 1 | Court Coordinator I | 8252 | UNCL | 1 | \$83,911 |
| 2 | Clerk II | 8264 | 6 | 1 | \$61,596 |
| | | | | Total | \$145,507 |



Metrics & Performance Data

- The County Criminal Court Managers Office must cover for the Court Coordinators in their absence to ensure that justice continues to be served in a timely manner. From the time frame of April 2022, the inception of the Backlog Court until July 1, 2024, the Court Managers office have utilized these two positions in helping the court managers office cover the 13 misdemeanor courts 757 times. This number include covering multiple courts simultaneously whilst court coordinators are out on accrued sick/vacation time.
- This DOES NOT include CLE Certifications and Trainings coverage.
- Without these two positions the Court Manager's Office only have one full time employee to cover courts; otherwise, the Administrative Assistant and the Court Manager must cover courts which is overwhelming and daunting with all the current duties as the Court Manager.



Metrics & Performance Data

- Coverage for the courts include and are not limited to the following; however, are subject to other duties and responsibilities that the Presiding Judge may see fit:
 - a. Call the docket
 - b. Process the jail chain
 - c. Appoint counsel for Indigent Defendants through the Indigent Defense Portal
 - d. Bail Review Hearings
 - e. Process Pass Slips
 - f. Print out the Jury Panel if that case has a trial.

