

2018

Report to the Citizens of Montgomery County



COMMON PLEAS COURT & CLERK OF COURTS

GENERAL DIVISION ■ DOMESTIC RELATIONS DIVISION
JUVENILE DIVISION ■ PROBATE DIVISION



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STRUCTURE OF THE OHIO JUDICIAL SYSTEM



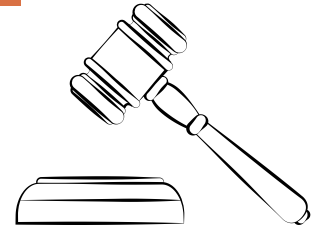
THE SUPREME COURT OF OHIO

Chief Justice and six Justices. Court of last resort on state constitutional questions and questions of public or general interest; appeals from Board of Tax Appeals, Public Utilities Commission, and death penalty cases.



SECOND DISTRICT COURT OF APPEALS

Three-judge panels. Original jurisdiction in select cases. Appellate review of judgments of Common Pleas, Municipal, and County Courts, and appeals from Board of Tax Appeals.



MONTGOMERY COUNTY COURT OF COMMON PLEAS

GENERAL DIVISION

Civil and criminal cases, appeals from most administrative agencies. Unlimited civil and felony criminal jurisdiction.

DOMESTIC RELATIONS DIVISION

Divorces, dissolutions, legal separations and annulments. Allocations of parental rights and responsibilities, parenting time, child and spousal support.

JUVENILE DIVISION

Offenses involving minors, most paternity action, abuse, neglect, dependency and child support.

PROBATE DIVISION

Decedents' estates, mental illness commitments, guardianships, adoptions and marriage licenses.



MUNICIPAL AND COUNTY COURTS

Civil cases up to \$15,000, traffic cases, and misdemeanor offenses. Preliminary jurisdiction in felony matters.

COURT OF CLAIMS

All suits against the state for personal injury, property damage, contracts, and wrongful death. Three-judge panels upon request.



MAYORS COURTS

Not courts of record. Violations of local ordinances and state traffic laws.

What is Common Pleas Court?

The *Montgomery County Common Pleas Court* consists of four divisions that provide timely and equitable service to the citizens of Montgomery County. Each of the divisions has a unique role for a specific area of the judicial process. Collectively, the Court is dedicated to delivering superior programs in public safety, corrections, rehabilitation, family law, probate, and civil justice. While the Courts are, by law, separate entities, Judges and administrative staff work together on joint programs and projects designed to provide more cost effective solutions for the Courts. These joint efforts reduce expenditures as well as avoid duplication and inefficiency. We appreciate citizen support and endeavour to continue our efforts to provide the best Court system in the State of Ohio.



DESCRIPTION OF THE COMMON PLEAS COURT

There are sixteen Judges in the Common Pleas Court for Montgomery County. The Judges are elected to, and conduct their work in, one of the four divisions. In some instances, the Presiding Judge will assign a Judge from one division to another for specific cases. This is done to avoid the cost and delay involved with a Judge from another county being assigned to a matter.



16

**COMMON PLEAS
COURT JUDGES**

**GENERAL DIVISION
11 JUDGES**



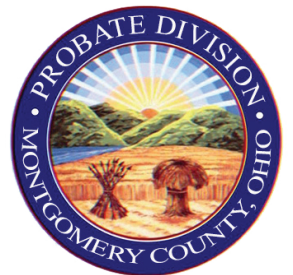
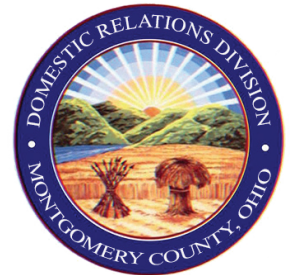
**DOMESTIC RELATIONS
DIVISION
2 JUDGES**



**JUVENILE DIVISION
2 JUDGES**



**PROBATE DIVISION
1 JUDGE**



What is the General Division?

The General Division of the Montgomery County Common Pleas Court is a trial court of general jurisdiction that provides prompt, fair, and just resolution of litigation in civil and criminal cases. The General Division Judges preside over bench and jury trials involving complex civil litigation as well as criminal cases where offenders can receive imprisonment for as little as six months or up to the remainder of their lives or, in the event of a capital murder case, may even receive the death penalty. Our eleven judges have a combined experience of over 100 years of judicial service to the citizens of Montgomery County. In 2018, the General Division employed more than 180 people, including 11 Judges, one Magistrate, 36 Judicial Staff, 131 Court Support Staff, and 13 Contracted Security. Our 2018 Budget was \$12,216,852.



11
JUDGES



179
COURT STAFF



Mary Katherine Huffman, Administrative Judge

Judge Huffman joined the bench in 2002. She was elected Administrative Judge of the General Division in 2015, and served in that position through December 2018.

Judge Huffman received her B.A. in Political Science from Wright State University and her J.D. from the University of Dayton School of Law, graduating summa cum laude from each institution. She also received an M.A., from the University of Nevada, in Judicial Studies.

Judge Huffman is a member of the American, Ohio and Dayton Bar Associations, as well as the Ohio Common Pleas Judges Association. She is a Master at the Carl Kessler Inn of Court and an Adjunct Professor at the University of Dayton School of Law.

GOAL

To assure the administration of justice, we will draw on the experience and knowledge of our court employees and community partners.

MISSION

Together we provide fair and efficient justice under the law for all.

VISION

We will provide innovative and high quality court services to the people of Montgomery County.

2018 GENERAL DIVISION CASE ACTIVITY

| | |
|-----------------------------------|-------|
| Civil Filings | 5,854 |
| Criminal Filings | 5,212 |
| Probation • Offenders Supervised | 7,612 |
| Investigations • Bond, PSI, Other | 9,988 |

2017 COURT VIEW CASELOAD

| | Beginning 01-01-2018 | Opened Cases | Terminated Cases | Ending 12-31-18 |
|----------|-------------------------|-----------------|---------------------|--------------------|
| Civil | 2,104 | 6,507 | 6,412 | 2,199 |
| Criminal | 781 | 4,746 | 4,648 | 879 |
| TOTAL | 2,885 | 11,253 | 11,060 | 3,078 |

General Division Office Overview

The General Division encompasses five distinct areas – **the Judicial Division, Court Administration/Court Administrative Services, Court Services, Criminal Justice Services, and Management Information Systems**. Here is a more detailed description of the individual tasks of each division, as well as our 2018 accomplishments.

JUDICIAL DIVISION

There are eleven judges comprising the General Division bench, and each judge employs a staff of three – a Bailiff, Judicial Assistant, and a Staff Attorney. Throughout 2018, working directly for the Judges were a total of 39 staff members – one Magistrate, 11 Bailiffs, 11 Judicial Assistants, 12 Staff Attorneys, one Diversity Law Clerk, and three part-time Law Clerks.

COURT ADMINISTRATION/COURT ADMINISTRATIVE SERVICES DIVISION

The Administrative functions of the Court are the responsibility of the Court Administrator and the Administrative Judge. The Administrative Judge is elected annually by the Judges and is responsible for setting in motion the rules and policies established by the Court. The Court Administrator is appointed by the Court and supervises the various divisions and operations of the Court. For an introduction to our new Court Administrator, see the General Division 2018 in Review section. The Court Administrator's Office implements the administrative policies of the Court, develops policies and procedures, and provides research and advisory services, public information services, and other special projects.

Other functions included under the auspices of the Court Administrator's Office are purchasing, safety and security, finance, technology, and human resources. Including the Court Administrator, there are 16 employees who work in Administration and Administrative Services.

MANAGEMENT INFORMATION SYSTEMS DIVISION

The MIS Division identifies the technological needs of the Court by providing direction and budget requirements. The division also provides technical support and the necessary infrastructure in order to conduct the Court's testing of applications and reports, procurement and management of software and network services such as e-mail and file sharing, as well as installation and maintenance of workstations, servers, and storage. MIS is responsible for disaster recovery planning and maintaining the audio/video recording equipment in our twelve courtrooms. It integrates with the Court's business partners, working with vendors on special projects, developing training, conducting quality assurance testing, and developing IT policies and procedures.



Barbara P. Gorman, Presiding Judge

Judge Gorman, the Presiding Judge of the Montgomery County Common Pleas Court, joined the General Division in 1987. She received an Honors B.A. from Marquette University, an M.A. from the University of Dayton, and her J.D., summa cum laude, from the University of Dayton School of Law. She is a member of the American, Ohio and Dayton Bar Associations; the Ohio Common Pleas Judges Association; the Carl D. Kessler Inn of Court; the Ohio Supreme Court Commission on the Rules of Practice and Procedure; the Dayton Lawyer's Club; as well as the Boards of the Dayton YWCA, the Brunner Literacy Center, and the Volunteer Lawyers Project.





Gregory F. Singer, Judge

Judge Singer has been a General Division Judge since 2005. He received his B.A. degree from the University of Cincinnati, and his law degree from the University of Dayton School of Law.

Judge Singer serves on the Judicial Advisory Board for the MonDay Community Correctional Facility as well as Third Vice-President of the Ohio Common Pleas Judges Association. He is a member of the Ohio and Dayton Bar Associations.



Timothy N. O'Connell, Judge

Judge O'Connell was elected a General Division Judge in 2006. He received his B.A. from the University of Dayton and his J.D. from the University of Dayton School of Law. He is a member of the American, Ohio and Dayton Bar Associations, and the American Judicature Society. Judge O'Connell serves on the Board of Trustees of Nova Behavioral Health as well as the Judicial Advisory Board of the MonDay Community-Based Correctional Facility.

There are seven employees on the MIS team who work under the direction of a Deputy Court Administrator. These seven include an IT Manager, Systems Administrator, Systems Programmer, Help Desk/IT Technician, two part-time IT Technician Interns, and an Administrative Assistant.

COURT SERVICES DIVISION

The Court Services Division provides an array of direct services to the Court that include case management, alternative dispute resolution programs, bond investigation and pretrial supervision, and management of the evidence room. The Division monitors judges' cases to ensure compliance with case management standards. Bond recommendations are provided to the Montgomery County Common Pleas Court and the Municipal Courts for new felony and certain misdemeanor charges, as well as supervised release for cases to ensure court appearance and public safety. Alternative dispute resolution programs include the Mediation, Civil Stalking Protection Order, and Magistrate Departments. These programs assist the judges with their caseload and are alternative ways for citizens to resolve legal disputes in lieu of trial. The Division also provides jury services to the Court.

A Deputy Court Administrator oversees the Court Services staff and departments, encompassing approximately 40 employees. The functions of this Division include pretrial screening and supervision, jury management, electronic home detention monitoring, mediation services, civil stalking protection order processing, judicial support, criminal and civil case management, and evidence room supervision.

2018 Pretrial Services Accomplishments

- 5,263 felony defendants were screened; of those, 1,917 were supervised by Pretrial Services prior to trial
- 2,018 misdemeanor defendants were screened; of those, 360 were supervised by Pretrial Services prior to trial
- \$2,468,097 saved by taxpayers in 2018 because those supervised Defendants were not housed in the Montgomery County Jail prior to trial

2018 Jury Services Accomplishments

- The voluntary juror fee waiver program, which was implemented in September 2010, has resulted in a total savings of \$75,940 since inception of the program
- 4,066 prospective petit jurors reported for jury selection to hear 103 trials
- 91 grand jurors served from two weeks to four months during 2018

Stalking and Sexually Oriented Offense Protection Order (SSOPO) Program

The Stalking and Sexually Oriented Offense Protection Order Office began in 2001 after an influx of violent crimes in Montgomery County. Since that time, over 13,000 petitions for protection orders have been filed.



Many parties seeking protection orders have been, and currently are, the victims of crime and abuse, and, consequently, they present to the office with challenging and demanding circumstances. The Stalking Staff interview petitioners to determine if they are in the appropriate jurisdiction, assist in completing the necessary paperwork to file with the Court, and, if needed, refer parties to outside agencies for additional help.

The goal of the Stalking Office is to ensure that each party, regardless of whether he or she is the petitioner or respondent, feels heard and respected. The office staff accomplish this by taking a people-oriented, empathetic approach. Consequently, ongoing relationships are often formed between the parties who have appeared in the SSOPO office and its staff. It is common for former clients to stop by the office, after their case has been closed, just to say 'hello' or give staff an update of their personal situation – achieving sobriety, getting a new job, moving to a new neighborhood, or leaving a bad relationship, e.g.

2018 Stalking and Sexually Oriented Offense Protection Order Program Accomplishments

- 1,219 petitioners assisted in seeking a protection order
- 1,014 petitions for protection orders filed
- 321 ex parte orders were granted

CRIMINAL JUSTICE SERVICES DIVISION

The Criminal Justice Services Division provides supervision, presentence investigations, and community residential services for felony and misdemeanor cases. The division addresses major areas of offender risk or need and monitors offender behavior. Criminal Justice Services endeavors to hold the client accountable for Court-ordered sanctions. Offenders are required to take responsibility for their behavior, submit to drug testing, and participate in specialized programming as offered by the Court or Probation Officers.

The General Division's largest office, there are more than 80 employees who make up the Criminal Justice Services Division; they also work under the direction of a Deputy Court Administrator. The employees include associate, basic, and senior probation officers, presentence investigation report writers, and probation coordinators.

2018 Presentence Investigation/Intervention in Lieu of Conviction Accomplishments

- 1,697 Presentence Investigation reports were completed
- 1,010 Intervention In Lieu of Conviction reports were completed

2018 Drug and Alcohol Accomplishments

- 19,525 ocular drug scans were performed, eliminating the use of a similar number of urine tests that take significantly longer to complete
- Neither the test process, nor its results, can be adulterated by the offender
- The Probation Officer receives immediate electronic notification every time their client is tested

2018 Community Service Work Accomplishments

- 2,547 probationers participated in community service work
- 140,451 hours of service work were provided
- \$1,156,984 savings to county and local nonprofit agencies



Mary Wiseman, Judge

Judge Wiseman was appointed to the General Division in 2007 and elected to the bench in 2008. She received her B.S. from Ball State University and her J.D., with honors, from the University of Arkansas at Little Rock. Judge Wiseman currently serves as the First Vice President of the Dayton Bar Association and President of the Carl D. Kessler Inn of Court. Judge Wiseman is a member of the American, Ohio, and Dayton Bar Associations, Ohio Common Pleas Judges Association, Carl D. Kessler Inn of Court, and Dayton Lawyers Club.



Steve K. Dankof, Judge

Judge Dankof was appointed as a General Division Judge on December 30, 2010, and elected to the bench in 2012 and re-elected in 2014. He received his BBA summa cum laude from Ohio University and his JD with Honors from the University of Texas at Austin School of Law. He is a member of The Order of the Coif.

In addition to his regular duties on the General Division bench, Judge Dankof often lectures for numerous CLE Programs. He is a member of the Carl D. Kessler Inn of Court and the Dayton Lawyers Club.

Day Reporting Center

The Day Reporting Center opened in early 2017. Serving both males and females, the Center provides an on-site cognitive restructuring program designed to change an offender's adverse thinking patterns, provide education and job training to enable long-term employment, and hold unemployed offenders accountable during the day. The Center's activities help reduce offender re-arrest, assist offenders in successful re-entry by providing needed services, and increases public safety by holding offenders accountable. These goals are achieved by providing skill-based learning opportunities, educational and vocational training, as well as intensive community supervision.

Secure Transitional Offender Program (S.T.O.P.)

The General Division's Secure Transitional Offender Program is an intensive residential education and cognitive program that challenges male and female offenders to make permanent and positive changes in their behavior and, consequently, their lives. The program began in July 2002 with just a few beds and was open to males only. In the fall of 2015, S.T.O.P. extended its program to include females, and today it serves 96 drug-addicted offenders who have been sentenced to the program in lieu of jail time. The facility maintains full capacity at all times. The average length of stay in S.T.O.P. is 42 days.

2018 S.T.O.P. Accomplishments

- 625 offenders were sentenced and accepted into the S.T.O.P. program
- 552 offenders successfully completed the S.T.O.P. program
- 116,615 hours of community service work were performed by S.T.O.P. participants
- 74,520 jail bed days were saved based on a possible 180-day sentence in lieu of completing the S.T.O.P. program

Our Specialty Courts

General Division Senior Probation Officers monitor offenders who participate in one of our four specialty courts. Sometimes called problem-solving courts, specialty courts are specifically designed to address particular offenders, typically those with severe drug and/or alcohol addictions. In addition, the probation officers who monitor the offenders in our specialty courts have established relationships with several local treatment facilities and organizations that provide therapy and programs to serve the particular needs of these offenders.

| OUR SPECIALTY COURTS | | |
|--|------------------|--------------------------|
| SPECIALTY COURTS | YEAR ESTABLISHED | PRESIDING JUDGE IN 2018 |
| Drug Court | 1996 | Hon. Barbara P. Gorman |
| Women's Therapeutic Court | 2014 | Hon. Mary Wiseman |
| Veteran's Treatment Court | 2016 | Hon. Timothy N. O'Connel |
| Mental Health Court * | 2018 | Hon. Gregory F. Singer |
| *For more information on this newest Specialty Court, see the General Division 2018 in Review section. | | |



General Division 2018 in Review

NEW JUDGE ELECTED



E. Gerald Parker, Jr., was elected to the General Division bench in November 2018, and he took office in early January of 2019. Judge Parker received his B.A. from Georgetown College in Kentucky in 2004 and his J.D. from Salmon P. Chase College of Law at Northern Kentucky University in 2007.

From 2007 to 2011, Judge Parker was an Assistant Montgomery County Prosecuting Attorney spending a majority of his time on felony dockets. In 2012, Judge Parker joined the civil litigation team with the Dayton firm of Dyer, Garofalo Mann and Schultz. He would then be appointed as Juvenile Magistrate for Montgomery County Juvenile Court in July of 2016.

Judge Parker is a member of the Dayton and Ohio State Bar Associations, and the Ohio Common Pleas Judges Association. He serves on the Offender Supervision and Security Committees of the General Division. He also serves on the Judicial Advisory Board of the MonDay Community Correctional Institution, as well as Building Bridges, Inc., Dayton Mediation Council, and the Salvation Army.

He is a member of numerous community organizations and received both Dayton's Top 10 African-American Male Award and WHIO Channel 7's Making a Difference Award.

When asked what he is most looking forward to in his judgeship, Judge Parker responded, "I am looking forward to continuing to make a difference in the lives of others. This is an amazing Court, one of the best in the State, and I want to be a part of making it even better."

A warm welcome goes to newly elected General Division Judge Gerald Parker, and we look forward to working with you in the future!



Dennis K. Adkins, Judge

Judge Adkins was appointed to the General Division bench in 2011, and was elected to the bench in 2012. He received his B.S. from the University of Dayton and his J.D. from the Salmon P. Chase College of Law at Northern Kentucky University.

Judge Adkins is a member of the American, Ohio, and Dayton Bar Associations, as well as the Ohio Common Pleas Judges Association. He serves on the Dayton Bar Association's Certified Grievance and Criminal Law Committees, the Ohio Judicial Conference Criminal Law and Procedure Committee, and the Judicial Advisory Board of the MonDay Community Correctional Institution. He is a member of the Dayton Lawyers Club and Carl D. Kessler Inn of Court.

NEW LEADERSHIP FOR THE GENERAL DIVISION



Upon the retirement of Jim Dare, the Administrator for the General Division from 2013 – 2018, the Court commenced a nation-wide search for a new leader. After receiving more than 30 applicant packets from candidates in Ohio, New York, West Virginia, and Pennsylvania, the General Division hired Mr. Steven C. Hollon who started as our Court Administrator on August 1, 2018.

Hollon brings with him a wealth of experience to the General Division, including working as Administrator and Senior Staff Counsel for the Ohio Second District Court of Appeals, Executive Director of the Ohio Constitutional Modernization Commission, and as Administrative Director for the Supreme Court of Ohio for 15 years. Early in

Hollon's career, he practiced law with Parrish, Fryman & Marcum in Hamilton, Ohio.

Hollon received his undergraduate degree, from Muskingum College, in History and





Michael W. Krumholz, Judge

Judge Krumholtz was elected to the General Division bench in 2012, taking office on January 5, 2013. He received his B.A. degree from Denison University and his law degree from the University of Cincinnati College of Law. He has been a Fellow of the American College of Trial Lawyers since 2007, and is a Fellow of the American Bar Foundation. He is a Trustee for the Building Bridges Board.

Judge Krumholtz is a member of the Dayton Bar Association, serving as its President from 2007 to 2008. In addition, he has served on the DBA's Committee on Professional Ethics for 19 years.



Richard S. Skelton, Judge

Local Attorney Richard S. "Dick" Skelton was elected to the Common Pleas Bench, General Division, in November of 2014, taking office in early January 2015. He received his Bachelor's degree from Wright State University and his Juris Doctorate from the University of Dayton School of Law. He is a member of the Dayton Bar Association where he served on the Ethics Committee, as well as the Ohio State Bar Association. As a private-practicing attorney, Judge Skelton received the highest peer review attorney ranking by Martindale-Hubbe.

Communication. He received a Master's degree, from Miami University, in Mass Communication and Journalism. He received his law degree from Ohio Northern University. He is admitted to practice law in Ohio as well as the U.S. District Court for the Southern District of Ohio.

Hollon is a member of the American, Ohio State, and Dayton Bar Associations, as well as the National Association for Court Management.

Hollon has over 25 years of significant, executive-level experience in the Ohio court system. He has extensive administrative talents, strong organizational and communication skills, and a commitment to ethics, professionalism, and transparency. He also possesses a solid knowledge base regarding court practices, budgeting, strategic planning, human resource management, facilities management, and continuing education programming.

We look forward to working with Mr. Hollon as he, and our Judges, take the General Division to the next level and into the future!

MENTAL HEALTH COURT

In addition to our existing three specialty courts— Drug Court, Women's Therapeutic Court, and Veterans Treatment Court – the General Division commenced the Mental Health Court in June 2018 and is presided over by the Honorable Gregory F. Singer.

The Mental Health Court (MHC) offers targeted treatment for offenders who have been diagnosed with a serious mental illness and where such illness was a primary factor that led to their involvement in the criminal justice system. The primary goals of the MHC are to improve access to treatment and establish mental health stability, ultimately reducing jail time and recidivism rates among the mental health population.

To be considered eligible for the MHC, offenders must meet both legal and clinical criteria. Legal criteria includes, among other items, a thorough review of the defendant's criminal history. Clinical eligibility is determined through an assessment performed by a licensed medical professional, and the diagnosis must be listed in the most current edition of the Diagnostic and Statistical Manual of Mental Disorders. In addition, participants must have the cognitive ability to understand the expectation of the MHC.

A serious mental illness includes, but is not limited to, the following:

- Schizophrenia, schizoaffective disorder
- Bipolar disorder
- Major depressive disorder
- Obsessive compulsive disorder
- Panic disorder (post-traumatic stress disorder)

When a referral is made to the MHC, it is reviewed by the MHC Judge and staff at a weekly meeting in order to determine eligibility. The Ohio Supreme Court Charter limits the number of offenders who participate in the MHC to only 20; consequently, the eligibility process is rigorous and only those who have been diagnosed with a serious mental illness and are determined to be amenable to treatment in a mental health court setting are accepted. Therefore, although an offender may have a serious mental illness, it does not mean he or she will

necessarily be eligible for the program, and a variety of factors must be considered before an offender is admitted.

As with our other specialty courts, the Mental Health Court is another means of helping offenders get the treatment they need, in a therapeutic setting and by mental health professionals, so that they can better understand their mental health illness and how to treat it, and so that they can lead productive and crime-free lives.

COURT CAMP 2018

In June of 2018, the General Division hosted its Seventh Annual Court Camp with 25 students attending. Court Camp is an educational program for high school students who are interested in learning more about the judicial and criminal justice systems in Ohio. The theme for Court Camp 2018 was "Separation of Powers -- Framework for Freedom."

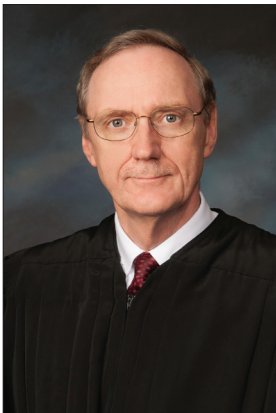
Court Camp is a weeklong immersion program held at the Montgomery County Courts Building. Students arrive at the courthouse at 8:45 a.m. daily and are involved in various activities until 4:00 p.m. Each day, they had lunch with a judge and were able to ask questions and learn about Ohio's judicial system.

Throughout the week, the students participated in activities that included:

- A tour of the Montgomery County Jail and the Juvenile Detention Center
- Insight into the Montgomery County Prosecutor's Office and their role in the justice system
- A presentation by a defense attorney regarding the defense of clients in the justice system
- Observation of a felony criminal docket
- Visit to Dayton Municipal Court
- Visit to the U.S. Federal Court
- Visited the Coolidge Law Firm in downtown Dayton
- Participated in group discussions
- A presentation from a detective and an evidence technician on investigation of a crime;
- Roundtable discussion with the Secure Transitional Offender Program (S.T.O.P.) and Adult Probation clients

LONG-TIME JUDGE RETIRING

2018 marks the last full year the Honorable Dennis J. Langer will preside on the General Division bench. Judge Langer was elected in November 1994, and took his oath in July 1995. When he retires, Judge Langer will have served the citizens of Montgomery County for 24 years as one of its most well-respected jurists.



Dennis J. Langer, Judge

Judge Langer received his undergraduate degree, from John Carroll University, where he majored in Political Science and minored in History. If he had not gone on to law school, Judge Langer states that he would have taught history, particularly American history, and he holds a particular interest in Abraham Lincoln and the Civil War.

Instead, Judge Langer decided to go to law school, and he graduated from Boston University School of Law. His first position out of law school was as an Assistant Montgomery County Prosecutor, having been hired by Lee Falke in 1976. He was promoted to the position of First Assistant Prosecuting Attorney in 1983, and served in the capacity until his election to the bench.

Throughout Judge Langer's lengthy and auspicious career, he has dedicated much of his time to the justice system in various capacities:

- Graduate of the National Judicial College
- Member of the National Judicial College



- Member of the Ohio Common Pleas Judges Association
- Co-Chair of the Dayton Bench/Bar Conference
- Member of the Supreme Court Domestic Violence Task Force
- Chair of the Montgomery County Criminal Justice Council
- Founding Member of Miami Valley Crime Stoppers
- Founding Member of the Combined Agency for Narcotics Enforcement
- Chair of the MonDay Community Correctional Institution Judicial Advisory Board

Judge Langer expresses his deep appreciation for not only his colleagues on the General Division bench, but also for the entirety of the Montgomery County Common Pleas Court, "It truly is a privilege to be part of the Montgomery County Common Pleas Court, which has been recognized by the National Center for State Courts as one of the preeminent trial courts in the country. This is an innovative court that is never satisfied with the status quo – always looking for ways to improve its service to the Bar and the citizens of the County."

On our local justice system as a whole, Judge Langer states, "My experience as a trial judge has deepened my appreciation for our adversarial system of justice and the vital role that well-trained, well-prepared and ethical lawyers perform within it. One of the great thrills as a judge is to preside in a jury trial in which the evidentiary and procedural issues are challenging, the lawyers are 'on top of their cases,' and the jury is attentive and conscientious."

Upon his retirement in late June 2019, Judge Langer will serve as a mediator, and he will continue his role as an Adjunct Professor at the University of Dayton School of Law. In addition, he will travel throughout the state on assignment by the Chief Justice of the Ohio Supreme Court presiding over General Division cases in other counties.

Judge Langer and his wife, Ellen, have two grown children and three grandchildren. They are very much looking forward to a more flexible schedule when they can travel to visit their grandchildren.

The General Division deeply appreciates Judge Dennis Langer's contributions to the bench and its employees, as well as to the citizens of Montgomery County, for his dedication and service! He is sincerely wished all the best in his well-deserved retirement!



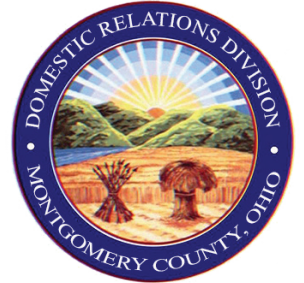
What is the Domestic Relations Division?

The Domestic Relations Court is the division of Common Pleas responsible for hearing all divorce, dissolution, legal separation, annulment and civil domestic violence cases for residents of Montgomery County. Parties may also return to the Court for post-decree resolution of matters including child or spousal support, allocation of parental rights and responsibilities ("custody"), parenting time or visitation, among other matters. In 2018, two Judges along with 45 staff served Montgomery County in this capacity.



2
JUDGES

45
COURT STAFF



Honorable Denise L. Cross, Administrative Judge

Judge Denise L. Cross is currently serving her eighteenth (18th) year as Administrative Judge of the Montgomery County Domestic Relations Court. She received a Bachelor of Arts degree from Wilberforce University in 1975 and her Juris Doctorate from the University of Akron in 1978. Judge Cross has practiced as a private attorney and has been a public servant in several capacities. In addition to being an Assistant Prosecuting Attorney and Assistant Public Defender, she has led in the Court system as both Chief Magistrate and Legal Director. She was elected to the bench as Judge in 2000. She actively participates in many legal forums and community organizations.

OUR MISSION

The *Montgomery County Domestic Relations Court* is dedicated to resolving family conflict by:

- Providing quality services to the public.
- Ensuring efficient case management by a professional and courteous staff.
- Offering easy access to the court for prompt problem resolution.

The Court will anticipate and meet the challenges presented by continuing social, legal, and technological changes.



Domestic Relations Division | Year in Review



Honorable Timothy D. Wood, Judge

After serving as a magistrate in the Montgomery County Domestic Relations Court for eighteen (18) years, Judge Timothy D. Wood was appointed as Judge in 2011. He was elected to the bench in 2012. Judge Wood received his Bachelor of Arts degree from the University of Dayton in 1980 and his Juris Doctorate from the University of Dayton in 1984. Judge Wood first served as a Staff Attorney in Darke County, Ohio, and then went into private practice for a number of years. Judge Wood became a Magistrate in 1992 and a Judge in 2011. He is very involved in several legal and community organizations.



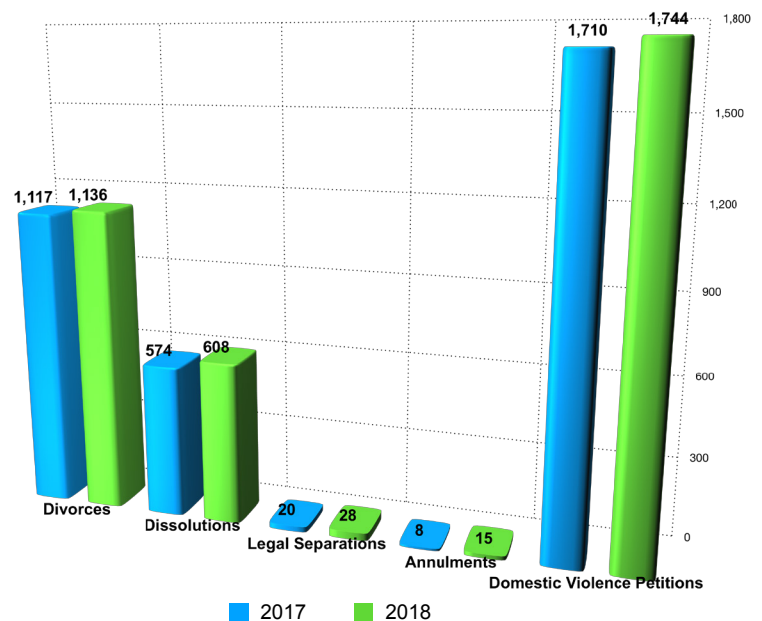
Did you know?

The Domestic Relations Court has conciliation counselors on staff who will meet with parties, even prior to a case being filed.



Pictured above is Administrative Judge Denise L. Cross, Attorney Charles D. Lowe – the Domestic Relations Court 2018 Law Day Award Recipient – and Judge Timothy D. Wood.

NEW CASE FILINGS FOR 2017 & 2018



*The Domestic Relations Court
issued 1,974 withholding
orders in 2019.*



INCREASING SERVICES TO OUR COMMUNITY

From the onset of 2018, Domestic Relations Court envisioned several opportunities for growth to benefit our community.

EMANCIPATION REVIEW HEARINGS

This year the Court identified a needed change in processing certain child support withholding orders. Specifically, in multi-children families where the child support obligation is reduced as a result of one child reaching adulthood, the Court found it more equitable to review the case and adjust the child support for the remaining children based on new calculations.

The Court set hearings and invited parents to share timely income information for these adjustments. Typically, a parent would have to complete a motion and pay a filing fee for such access to justice. Here, review hearings are initiated by the Court and fees waived.

The review hearings result in 'right-sized' withholding orders, based on current data. Five hundred (500) cases were eligible for the review hearings and parties participated in over 55% of the reviews. Due to the success of this new process, the Court is expanding its review hearings in 2019. In addition to the emancipation reviews, child support will be reviewed in all cases where spousal support has terminated. Again, the Court is confident that with this proactive approach, children of the orders will benefit and adjustments to the obligation are appropriate.

DOMESTIC VIOLENCE, DATING VIOLENCE AND ELDER ABUSE

The Court continued to increase docket time to meet the expanding numbers of domestic violence filings coming through its doors. Domestic Violence law was dramatically altered in 2018, when the Governor signed into law, a new category of domestic violence case types: dating violence. This new legislation gives Domestic Relations Courts jurisdiction to resolve dating violence cases. Now, it is no longer necessary to be a household or family member to seek justice from a violent relationship. Parties who have dated within the previous 12 months are also eligible to seek a civil protection order for protection from an intimate partner.

While not a change in the law, the Court has also recognized more elders petitioning the Court for civil protection orders. Cases typically surround family members' fiscal and physical abuse. In addition to hearing these cases, the Court reports instances to Adult Protective Services for additional oversight.

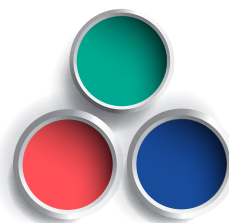


Above, Domestic Relations Staff training on new processes and legislative updates.



Did you know?

Domestic Relations Court heard 34 dating violence cases after the new law became effective. Ohio was the second-to-last state to legislate dating violence.



VOLUNTEER LAWYERS CLINICS, MEDIATION AND CONCILIATION, INTERPRETERS AND OTHER CHANGES

As the Court prepares for further legislative mandates and increased caseloads, it is necessary to continue to meet parties' accessibility to the Court. The groundwork for eFiling along with physical changes to the Court occurred in 2018 and will continue into the upcoming year. Volunteer Lawyers are now coming in twice monthly to assist self-represented litigants with trial preparation and forms. Mediation services, parent education and conciliation counseling continues to be available to the public. In 2018, the Court saw a 61% increase in the need for interpreters. The Court provided interpreters in over 140 instances in 11 foreign languages and/or American Sign.

The Court's commitment to providing excellent service to the community will continue to result in more cutting-edge developments in 2019 and years to come.

Domestic Relations Court Office Overview



JUDGES

Denise L. Cross has been serving as the Administrative Judge of Domestic Relations Court since January 2, 2001. In addition to hearing cases, Judge Cross is charged with assigning work throughout the division, hiring the staff to carry out the specific functions and overseeing supervision of all personnel. She is also responsible for the budget, and is an advocate for safety of all participants while enhancing access to justice. Timothy D. Wood serves as Judge for the division. Judge Wood actively participates in Court operations, in addition to hearing the cases assigned to his docket. Each Judge appoints a personal staff consisting of a bailiff and a court reporter or judicial assistant. Lynice Stewart serves as bailiff and Linda Zell is the Court Reporter for Judge Cross. Teresa Griffith serves as bailiff and Jean Walther as Judicial Assistant for Judge Wood.

ADMINISTRATORS

Two Administrators have the primary responsibility of overseeing Court departments and day-to-day functions. Duties are divided between court operations and legal matters. The Court Administrator primarily attends to public and staff relations, as well as safety and welfare of all participants in the Domestic Relations Court. This administrator assists in program development, payroll, budget and inventory control, contract oversight and manages staff directly related to the support of the courtrooms and daily operations. The Legal Administrator primarily oversees magistrates and legal support staff and maintains relations among the attorneys and legal community practicing in Domestic Relations Court. This administrator assists in maintaining the Court's Local Rules, providing legal training and assuring magistrates provide timely and consistent decisions. Administrators collaborate on case management, special projects, and staff training.

Attorney Jennifer Petrella-Ahrens serves as Court Administrator with direct supervision of 5 Managers and 3 Staff. Chief Magistrate Keith Hall serves as Legal Administrator with direct supervision of 2 Managers, the Magistrates, and an Administrative Assistant.



MAGISTRATES

Magistrates are attorneys appointed by the Court to hear cases referred by the Judges. Magistrates hear and consider cases in the same manner as a Judge, but their decisions must be approved by the Judge to become final orders. Magistrates are available to answer procedural and other questions but may not discuss case specifics with either party (or their attorney) without the other party (and/or attorney) being present. Magistrates are regularly called upon to write articles for legal publications and make presentations at legal seminars. The Court has 7 full-time Magistrates. Additionally, there are three part-time Magistrates supporting the Court's caseload, while fulfilling other court duties



COURT REPORTERS

The Official Court Reporters for the Court are responsible for providing a verbatim record, or 'transcript' of legal proceedings. Transcripts are available in written or electronic format. Parties should note that they must request a written transcript be prepared whenever objections and/or appeals are filed. The cost for this service is dependent upon the number of pages in the transcript. The Court Reporters are also responsible for retaining custody of all exhibits admitted in proceedings, in accordance with applicable statutes. There are currently three Court Reporters that support the Magistrate Dockets.

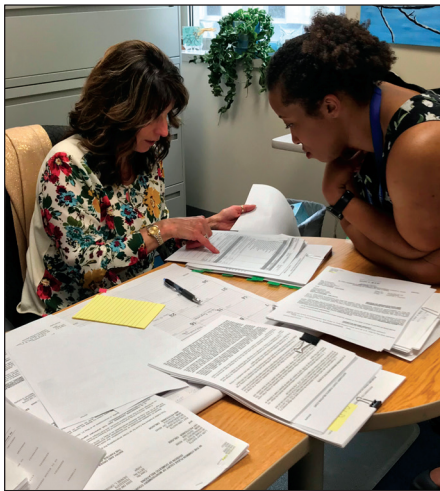
LEGAL SECRETARIES

The Legal Secretary Department performs tasks in support of a Judge or Magistrate. Staff require considerable knowledge of office, secretarial and administrative practices and procedures. The legal secretaries prepare court orders, Domestic Violence Wallet Cards, reports, forms, memos, and correspondence, in addition to decisions for the Judges and Magistrates. They receive, screen and refer telephone calls from the public and attorneys. Additional duties include tracking cases for appropriate expungement, searching and maintaining files for a variety of complex and confidential matters, as well as scanning documentation for the Court's internal files. There is one Manager and three (3) Legal Secretaries for the Court.

COURT OPERATIONS

Court Operations is an outreach of Court Administration focusing on the daily needs of the Court. The Receptionist has the primary responsibilities of assuring parties and attorneys check-in at the Court's electronic kiosks, and to answer phone inquiries. The receptionist also oversees safety concerns before and after hearings, such as assisting public in evacuation drills and maintaining separation between opposing parties in domestic violence cases. The Purchasing Coordinator assists with inventory oversight and initiates budget functions. She also coordinates interpreter services for court hearings and other court events, maintains reports and completes data entry, mail runs and docket preparation.

*The Compliance Office
and Legal Secretaries
joined together and
prepared 3,629
entries in the 2018
emancipation project.*



COMPLIANCE OFFICE

The Compliance Office consists of a Manager and five (5) staff. Compliance Officers have the primary responsibilities of reviewing paperwork and preparing post-decree administrative orders. Paperwork being reviewed can be prepared by either attorneys or self-represented litigants. Compliance Officers review packets of information for self-represented litigants to assure they have the required paperwork and addenda to file a new case or reactivation of a matter before the Court. The Compliance Officers also review the final decree, post decree orders regarding child and/or spousal support, and agreed orders. In addition to the above, the Compliance Officers prepare modifications, terminations and establishment of arrearage payments for the Judges. They are a point of contact with the Court and answer questions via phone calls, prepare correspondence and initiate the paperwork for the annual emancipation project.

ASSIGNMENT OFFICE

The Assignment Office consists of a Manager and three (3) staff. Assignment Officers have the primary duties of scheduling hearings and assigning Magistrates to cases. To perform these duties, Assignment Officers facilitate calendar coordination between the Court, attorneys and self-represented parties, collect and maintain files for matters pending before the Court, and complete case inventory. They also track cases monthly and complete mandated reporting to Supreme Court of Ohio along with any public record request.

In addition to the above, two positions perform related functions that serve very specific roles. One staff member is the Child Support Compliance Officer with the responsibility to review records of individuals with Seek Work Orders, and payment history of overdue support obligations. This staff member determines if the party is in compliance with the order and prepares reports for the Judges and Magistrates prior to contempt or imposition of sentence hearings.

The other staff member is the Public Coordinator for Domestic Violence. This Coordinator is responsible for providing paperwork and reviewing forms completed by parties in domestic violence cases. Working in conjunction with the Magistrates and Clerk's Office to assure parties get expedited hearings, the Coordinator prepares any necessary copies of temporary orders and reports LEADS information to law enforcement. Similar to other Assignment Office positions, the Public Coordinator acts as a point of contact for other courts, out-of-county police, victim-witness advocates and the public.





MANAGEMENT OF INFORMATION SYSTEMS

The M.I.S. Department has the primary task of providing hardware options and software solutions to assure the entire staff of the Domestic Relations Court has the proper tools to complete their tasks effectively on behalf of Montgomery County citizens. The department administers and maintains data collection in the Court's case management system, assures regular back-up of stored information and provides protection for internal files and confidential communication. The department is responsible for all technological resources provided the Court: computers, printers, check-in kiosks, telephones and the Court website. M.I.S. is the point of contact for vendors, the Clerk's Office, other county agencies and technology entities doing regular business with the Court. The Manager of Information Systems is this department's entire staff. The Manager works with other information technology personnel under contract with the Court and with Montgomery County Data Processing.



FAMILY RELATIONS

The Family Relations Department provides investigative services and reports for the Court, in order to help resolve issues pertaining to allocation of parental rights and responsibilities and/or parenting time. While parties may request involvement of the Family Relations Department, all referrals are made by the assigned Judge or Magistrate. The department provides family investigations and home studies, including home studies at the request of out-of-state courts or agencies. Family Investigators also meet with parents needing assistance in creating a workable parenting time schedule and provide recommendations. More recently, licensed Family Investigators, have been offering counseling services to parties interested in conciliation. Several staff also serve as mediators on cases they are not investigating. The Family Relations Department consists of a Manager and four (4) staff.



PARENT EDUCATION

The Parent education Department consists of one Manager, a Parent Education Specialist and Parent Education Secretary. The Manager and Specialist are responsible for conducting parent seminars. The seminar, entitled "Helping Children Succeed After Divorce," is a mandatory three-hour presentation for parents of children under the age of eighteen (18). The presentation provides expert information regarding the effects of divorce and parental conflict on children, giving parents the insights and tools to move toward a co-parenting model, in safe and separate homes. The presentation includes topics such as the importance of regular and consistent child support payments, as well as regular and consistent parenting time. Additionally, Parent Education staff regularly support the Court as mediators, and provide coverage in reception.

MEDIATION DEPARTMENT

Mediation is where parties resolve disputes outside the formal legal process. In Domestic Relations Court, mediation services are available for most cases, and all pre-decree cases are screened for mediation. If the parties agree to mediate, they will meet in a private setting with two, Ohio Supreme Court certified, staff mediators. Mediators assist the couple in identifying issues and developing options and solutions in the best interests of the children, but they will not decide the issues for the couple. Mediation is a confidential process and the mediators may not be subpoenaed into court. If the parties are able to reach an agreement, a "written agreement" is prepared, and signed by the parties, which, in turn, is given to the parties, the Court, and attorneys of record. There is one Manager and one dedicated staff to the Mediation Department, along with several certified staff throughout the court.

| NEW FILING STATISTICS | 2017 | 2018 |
|-----------------------------|-------|-------|
| Divorces | 1,117 | 1,136 |
| Dissolutions | 574 | 608 |
| Legal Separations | 20 | 28 |
| Annulment | 8 | 15 |
| Domestic Violence Petitions | 1,710 | 1,744 |



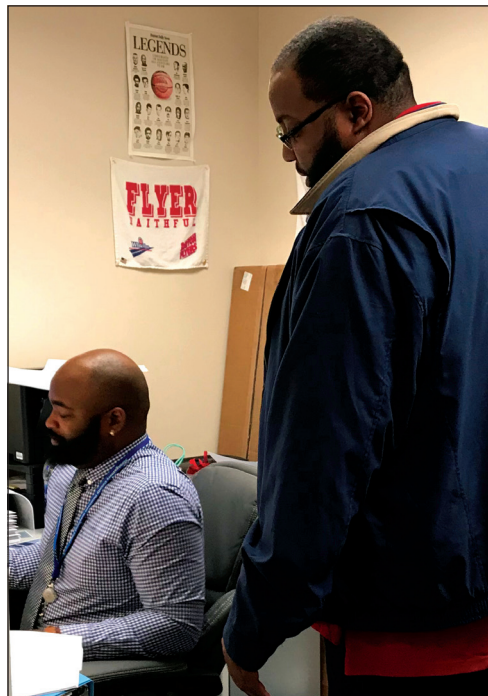
| PRE & POST DECREE MOTIONS | 2017 | 2018 |
|---------------------------|------|-------|
| Custody | 188 | 211 |
| Parenting Time | 104 | 123 |
| Support | 546 | 1,060 |
| Property / Other | 333 | 297 |



| FINAL ORDERS | 2017 | 2018 |
|------------------------------|------|-------|
| Divorce Decrees | 957 | 1,028 |
| Dissolution Decrees | 526 | 634 |
| Annulment Decrees | 8 | 10 |
| Legal Separations Decrees | 13 | 20 |
| Motions Dismissed by Parties | 654 | 829 |
| Motions Dismissed by Court | 628 | 403 |



| OTHER SERVICES PROVIDED IN 2017 | 2017 | 2018 |
|--|-------|-------|
| Family Relations' Investigations | 89 | 109 |
| Mediations | 183 | 170 |
| Conciliation Counseling Participants | 40 | 38 |
| Parent Education Seminar Attendants | 1,104 | 1,184 |
| New Case Reviews (Self Represented) | 1,695 | 1,605 |
| Withholding Orders Prepared | 1,076 | 1,974 |
| Child Support Emancipation Entries | 1,549 | 3,629 |
| Interpreters Provided (for Court Events) | 87 | 140 |



What is the Juvenile Division?

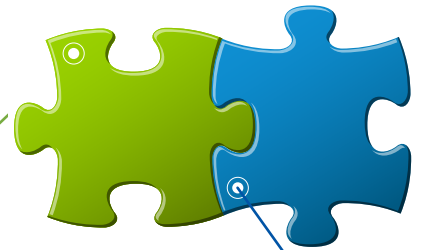
The jurisdiction of the Montgomery County Juvenile Court extends countywide to children who are alleged to be traffic offenders, delinquent, unruly, neglected, dependent or abused, and their families. The Court also determines adult misdemeanor criminal cases charging adults with misdemeanor offenses against children, including contributing to delinquency/unruly, child endangering and educational neglect; hears matters of custody, parentage, child support, and visitation; and hears other miscellaneous areas involving children and families, including tobacco possession cases and juvenile protection orders hearings.



2
JUDGES



2
COURT ADMINISTRATORS
10
MAGISTRATES
400
COURT STAFF



MISSION STATEMENT

We are a Court of law dedicated to the task of upholding the Constitution and administering the laws of our land in a just and equal manner. We must strive to provide individualized justice for our children and protect our community, carefully balancing the interests of both. We believe there must be consequences for violation of the laws and that treatment begins with legal consequences. These consequences are intended to teach one responsibility and accountability for their actions; yet our goal is not to punish but to rehabilitate whenever rehabilitation can be effected without endangering the community.

GOALS:

We are a Juvenile Court, and although protecting children is everyone's responsibility, we must be the catalyst in rallying the entire community toward that end through the following:

- Be a leader in the effective and cost-efficient utilization of community resources for the treatment of children and families;
- Provide for the protection of the community through just and speedy consequences;
- Be sensitive and responsive to individual victims and their families;
- Provide individualized justice for the offenders;
- Protect the abandoned, neglected and abused and assess and seek treatment for children in need;
- Hold those accountable who fail to meet their obligations as parents, guardians or custodians;
- Demand high professional standards for ourselves and make every effort possible to demand the same standards from other government agencies and service providers.

We must pursue these goals vigorously and honestly with the utmost respect for the rights of all our citizens.

Juvenile Division | Year in Review



Anthony Capizzi, Administrative Judge
Montgomery County Juvenile Court



"Considering all of the great things that the Juvenile Court has accomplished, the creation and sustainability of our Specialty Courts is a highlight for me. When I first took the bench in 2004 I was able to preside over the Juvenile Treatment Court (JTC). Through the years my team and I have been able to build the JTC from 20 active participants to over 120. This was made possible by new federal, state and local grant funds. This success has led me to pursue two additional Specialty Courts, the Family Treatment Court (FTC) and the LIFE Court."

The Family Treatment Court is designed to support parents who are involved with the child welfare system as a result of their substance abuse. This Specialty Court works to support sobriety, stable housing and employment in an effort to reunify parents with their children as quickly as possible. The FTC is completely funded by federal and state grants.

The LIFE Court is designed to assist with the treatment and community engagement of youth adversely affected by severe and persistent mental health issues. The LIFE Court has a docket on a weekly basis and works closely with many community providers to support families dealing with mental illness. The LIFE Court is also supported by federal grants as well as from local dollars.

The creation of Specialty Courts has allowed us to expand upon proven treatment methods and community engagement resulting in better outcomes for our participants. Specialty Courts have allowed me to have a more direct impact on the rehabilitation of the individuals who come before the Juvenile Court."

FAMILY TREATMENT COURT PROGRAM SUCCESS & GRADUATIONS



The Family Treatment Court team. Magistrate Xarhoulacos (middle) presides over the specialized docket.

Family Treatment Court (FTC) began in October 2016 and has already shown great success in its short, two year history. The Court held 24 graduations in 2018 and assisted over 80 children and 50 parents/caregivers recover from substance abuse and receive family support services. The docket has received much positive, local attention, appearing in several news articles and specials from the Dayton Daily News and other local news groups. The Court continues to serve families in response to the opioid epidemic, but will remain a fixture as drug trends, and community needs, change over time.

In September 2017, the Court received a \$2.1 million dollar grant from the Substance Abuse and Mental Health Services Administration. This grant allowed FTC to expand its services to serve up to 75 parents/caregivers and 170 children over the life of the grant. Grant monies also fund several therapists who offer Functional Family Therapy-Child Welfare (FFT-CW) services to all families served within the docket. FFT-CW provides wraparound care and helps ensure ongoing child welfare by improving overall family dynamics. The Court is the first juvenile court in Ohio to implement FFT-CW and is one of a handful in the world to begin using this type of therapy. In January 2018, Montgomery County Job and Family Services—Children Services Division created a specialized unit to help streamline and defer more families to FTC for treatment and services.

The mission of Family Treatment Court is to ensure children are raised in a nurturing and healthy environment with parents who are drug free.



"There were 32 Juvenile Treatment Court graduates in 2018. Since 2010, there have been over 360 youth graduates!"

LIFE COURT: PROGRAM SUCCESS & CERTIFICATION

LIFE Court officially became a certified specialized docket by the Ohio Supreme Court Specialized Dockets in 2018. To receive certification, the Court submitted an application, developed and submitted programmatic materials and underwent a site visit. The docket continues to serve a smaller group of youth, developing case plans on an individual level directly related to the severity of the youth's mental illness and various needs. The program is individually paced and can take between nine months to two years to complete.

LIFE Court began operations in Fall of 2017. Presided over by Judge Anthony Capizzi, the docket connects youth and their families to therapists, psychiatric services and other supportive community resources to help improve and maintain a youth's mental health. LIFE Court holds youth accountable to these services and treatments and tracks and rewards their program progress. The structure of LIFE Court affords an environment in which youth can develop healthy attitudes and values necessary for improving their quality of life while avoiding recidivism.

CASA PROGRAM EXPANSION & 30TH ANNIVERSARY

In 2018, CASA received a grant award of \$324,936 from the Victims of Crime Act (VOCA) grant—an award increase of over \$100,000 from previous years. CASA used these funds to implement social media marketing as part of its continued volunteer recruitment strategy. These efforts led to the CASA Program's largest yearly increase in new CASA volunteers. In 2018, CASA worked with over 130 active volunteers with seven additional attorneys providing pro bono services. CASA was able to serve over 400 children and close to 300 families with the help of their volunteers.

With the surplus of grant funds, CASA also hired an administrative secretary. This position will take over the clerical work of the CASA department, allowing staff more time supervising and supporting their volunteers. CASA plans to also hire a staff attorney in early 2019. The attorney will handle some of the more complex cases, allowing the department to help more children and families in difficult circumstances.

CASA is celebrating its 30th anniversary with Montgomery County. Montgomery County CASA was founded in April 1988.

COURT DATA ANALYTICS

In 2018, the Court hired a Grant Coordinator/Data Analyst to help court administration further its goal of improving data analysis and collection. Court administration continues to challenge staff in terms of improving program outcomes and service quality. These data analyses will encourage discussions and propose changes of how to improve service quality across the Court's service menu.

Partnerships with outside quality assurance providers, including Case Western Reserve University, Wright State University and the University of Cincinnati, will continue alongside these new endeavors. These universities provide master and doctoral level researchers who supply reports and helpful feedback on various grant funded programming throughout the Court.



**Helen Wallace, Judge
Montgomery County Juvenile Court**



Judge Wallace was elected judge of Montgomery County Juvenile Court in November 2018. She began her term in January 2019. Prior to her election, Judge Wallace spent 17 years as a prosecutor, defense attorney, guardian ad litem and custody attorney in Montgomery County Juvenile Court. The Juvenile Court family welcomes Judge Wallace and looks forward to working with her in the years ahead.

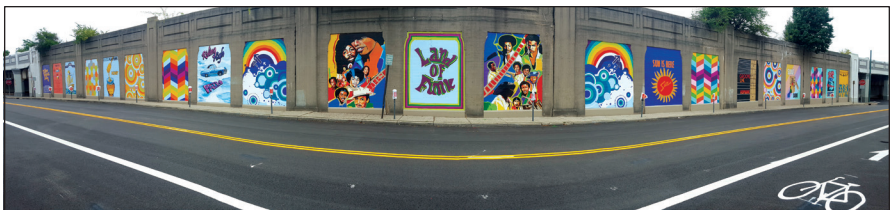


Judge Capizzi (second from right) with some of the Court's CASA staff at a conference.

JUVENILE COURT HAALO PROGRAM

Helping Adolescents Achieve Long-Term Objectives (HAALO) youth completed several murals and projects in 2018 throughout Montgomery County. These projects showcased Dayton's musical heritage, created uplifting messages and helped our youth learn valuable life skills while completing work projects in team settings.

The Footsteps of Inspiration project was completed by Court youth in spring of 2018. Each youth designed an inspirational message and then converted their designs into stencils with the support of a graphic designer. The stencils were used by youth to paint their messages onto sidewalks throughout the City of Dayton. The #footstepsofinspiration hashtag allowed the public to interact with the art installation through Instagram by tagging the project's name in photos they took of the youth's artwork. The Footsteps of Inspiration project was funded by The Giving Strings fundraiser.



The Land of Funk mural was completed in fall of 2018 on Stone Street in Downtown Dayton. The mural included local, Dayton funk bands or Dayton born funk band members prominent in the 1970s. The mural helped highlight Dayton's music history and featured several band logos across a 21 panel railway retaining wall. The mural featured the Ohio Players, Faze-O, Heatwave and Sun among others. The Dayton Funk All-Stars band played at the mural dedication and performed songs from each of the bands honored in the mural. The mural was completed in partnership with artist Morris Howard. Funding was provided by the City of Dayton Mini-Grant, Montgomery County Juvenile Court Foundation, Keep Montgomery County Beautiful and Synchrony Financial.



Two murals were completed in Trotwood, including the "Breathe Freely" at West Main Street and Broadway and a playground mural at John Wolfe Park. Both of these murals were done in partnership with Public Health-Dayton and Montgomery County, along with K12 Gallery & TEJAS. The artwork promoted healthy living, including being active and abstaining from smoking. Artist Amy Deal designed both Trotwood murals.





"It was difficult listening to my grandson's thoughts and feelings at times, but it made me realize the extent of his problem and I realize how necessary it was!"

— Lighthouse Youth Services parent

For the Probation Department's Fall Community Clean-up, Court employees, youth and volunteers completed a mural at With God's Grace Food Pantry. The pantry is located in Huber Heights and regularly provides food to fight hunger within their community. The mural was designed by Court employee, Brittini Long, and was completed as a graffiti abatement project.

EDUCATION DEPARTMENT: STUDENT RECOGNITION & GRADUATIONS

On June 18th, 2018, the Center for Adolescent Services (CAS) Education Department held their "Academic Achievement Awards Program." The Academic Awards Program was developed to help education staff recognize and honor those residents who achieved high academic goals through their hard work and dedication to learning. The following awards



were issued to students: Honor Roll, Physical Education, Academic Perseverance Award, Outstanding Character Award and Outstanding Progress Award. The eight students who received awards showed a strong commitment to education, a hard work ethic and demonstrated positive behavior. Along with the Education Team, CAS staff commended all residents for their outstanding achievements.

In addition to these awards, both the Education Team and CAS staff took great pride in recognizing two of our young ladies for receiving their high school diplomas. This celebration included a graduation ceremony with a speech from the graduates. Court Administration, the residents' families, CAS staff and peers all joined in with a small celebration.

It is important for CAS Staff to continue to recognize students' achievement in order to build students' self-esteem, confidence and to motivate students to continue learning in a positive manner. The Education Team would like to thank everyone for their dedication and teamwork, which has continued to make this a positive and successful experience for all of our residents.

EDUCATION DEPARTMENT: WHOLE CHILD PROJECT



In October 2018, Montgomery County Juvenile Court Schools joined the efforts of Wright State University, Montgomery County Educational Service Center and several other local school districts to address the increasing health needs of our youth. A three year grant funded by the Ohio Department of Higher Education brought the Whole Child Project together with the Hopes in Schools Framework. Both agencies are in direct line with the Ohio Department of Education's strategic plan. This venture seeks to help understand and support the direct relationship found between a student's education and their health.

It is no secret that Ohio is battling an opioid epidemic, along with numerous other health risks, that are affecting our youth at an alarming rate. The goal of Whole Child Project is to improve the mental, physical, emotional and social health of our youth to allow students better access to education. The aim of Whole Child is to prioritize, coordinate and integrate the resources of both schools and communities.

Juvenile Court | 2019 Goals

POSITIVE BEHAVIORAL INTERVENTIONS AND SUPPORTS (PBIS)

In 2019, Positive Behavioral Interventions and Supports (PBIS) will continue training and implementation across Court facilities. PBIS plans to hold a two-day workshop in early 2019 to help kick-off increased training efforts.

During 2017, the Montgomery County Juvenile Justice Center first implemented a Multi-tiered Positive Behavioral Interventions and Supports framework. This framework is aimed at increasing positive behaviors and decreasing negative or inappropriate behaviors of incarcerated youth at each of the Court's three residential facilities. These facilities include the Court's Detention Center, the Nicholas Residential Treatment Center and the Center for Adolescent Services (CAS).

At its core, PBIS seeks to increase the incidence of long-term, positive behavioral changes in our Court youth. PBIS accomplishes this by training facility staff to shift from traditional or reactive practices when responding to a youth's behavior to using more proactive, preventative and developmentally appropriate practices. Focus is also put on recognizing and supporting positive youth behavior when it does occur. Based on a wealth of ongoing research, including research from similar initiatives taking place in Georgia and Colorado justice centers, the PBIS framework is shown to reduce the number of incidents of youth misbehaviors during incarceration and can potentially affect youth outcomes even beyond their time of incarceration.

NICHOLAS RESIDENTIAL TREATMENT BUILDING CHANGE & REMODEL

In collaboration with Montgomery County Job and Family Services-Children Services Division and the Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board, the Court will be moving its Nicholas Residential Treatment Center (NRTC) to the Dora Lee Tate Youth Center building. The move will allow NRTC to increase its bed capacity, with beds designated for males, females and beds for Alcohol or Other Drug (AoD) residential treatment youth. This redesign of NRTC will allow the Court to serve the changing, complex needs of Court youth. Construction began in 2018 to modify the existing building and surrounding parking lot areas. The facility will be operational in June 2019.

NEUROPSYCHOLOGICAL EVALUATIONS

In 2019, under the leadership of Judge Helen Wallace, the Court will begin offering neuropsychological evaluations to students to help identify and overcome barriers to learning. The Court will enlist the services of a licensed psychologist to perform intensive, neuropsychological evaluations on select youth attending the Court's school system. These evaluations will supplement the Court's current educational screening processes and will offer neuropsychological based strategies to help youth become more invested in academics. The Court envisions these interventions will help reduce criminogenic needs contributing to juvenile delinquency and longer-term adult crime and unemployment. The Court plans to begin implementing the neuropsychological evaluations in spring 2019.

In addition to the evaluations, the psychologist will work closely with the Court as a consultant. The psychologist will offer strategies and insights into how to improve the Court's school system and established processes. The Court will also be partnering with a selected university to compare the academic outcomes of youth who receive the neuropsychological evaluations to those youth who do not.



CAS staff receive certificates for their accomplishments in PBIS.

"Reclaiming Futures trained 33 new Natural Helpers in 2018. Ninety youth were matched with a Natural Helper."



DETENTION JDAI SELF-ASSESSMENT

In 2019, Detention will undergo their second self-assessment of the Annie E. Casey Foundation's Juvenile Detention and Alternatives Initiative (JDAI) standards. The assessment covers over 950 JDAI standards, including in areas of healthcare services, youth access to supportive relationships outside detention facilities, detention programming and more. Public volunteers will administer the assessment and will include persons familiar with detention facilities and juvenile justice. The date of the last JDAI Self-Assessment took place on October 2011.

COURT SERVICES EVALUATION STUDY: TARGETED RECLAIM

The Court continues to evaluate all of its services delivered to youth and families in order to ensure the best programming and service delivery. One example of this is the Targeted RECLAIM evaluation study scheduled to begin in early 2019. The Court will partner with Case Western Reserve University to evaluate youth in both its JCARE-ART and JCARE-STP programs. These programs are housed within the Court's detention facilities and are for high level felony and sex offender youth. The study will include longitudinal analysis of youth's recidivism rates and long term outcomes. The Court envisions this study as one of many it will conduct in order to ensure high programming standards and services across its continuum of treatment options.

Juvenile Court Office Overview

JUVENILE COURT SERVICES

The **Intervention Center (IC)** is the 24-hour, seven days a week centralized intake, screening, assessment and case processing department for all youth referred to the Court for delinquency and unruly behavior. Referrals come from a variety of sources including law enforcement, schools and parents. The IC assists law enforcement by providing a place to bring juveniles who may not be released outright and allows police officers to return to duty more quickly. Regardless of how youth arrive at the IC, services are immediately available.

If a youth's case is to be handled unofficially, an IC Administrative Hearing (unofficial hearing), is usually scheduled within seven to 14 days of referral to the Court. Administrative Hearings are not simply to determine offender responsibility, but also to assess

HONORABLE NICK KUNTZ



Judge Nick Kuntz unexpectedly passed away on May 7th, 2018. Together, the Court grieved the loss of a pillar of the juvenile court family. Judge Kuntz served as the Administrative Judge for the juvenile court since January 2005. His entire career with Montgomery County spanned 45 years. His positions included Assistant Prosecuting Attorney, Referee, Legal Director and Court Administrator before being elected as a juvenile court judge in 1994. Judge Kuntz served on numerous religious and criminal justice committees such as Big Brothers/Big Sisters, CASA, Family and Children First Council and the Criminal Justice Council. Judge Kuntz served also as an Adjunct Professor at the University of Dayton.

Prior to his death, Judge Kuntz considered the following to be some of his proudest moments at the Court: "One of the highlights I am proudest of as a Judge is the construction, modernization and upgrade of our physical facilities to better serve the youth and families who appear before the Juvenile Court.

In January 2008, our Court moved into the newly constructed Juvenile Justice Center which allowed various Court departments to be consolidated into one facility. This beautiful new facility allowed families to receive services and attend Court hearings at one central location rather than having to be inconvenienced traveling to several sites. The Juvenile Justice Center was a labor of love with over 10 years in planning and revision, but well worth the effort.

Also, during my tenure as Administrative Judge, I oversaw the renovation and upgrade of our Probation Department's Merrimac facility in North Dayton and our community corrections facility, Center for Adolescent Services (CAS), located in New Lebanon. These facility improvements greatly enhanced the Juvenile Court's ability to provide effective evidence-based programming to our at-risk youth.

Finally, I am extremely excited about the treatment options that will be provided in the newly designed and renovated Dora Lee Tate Youth Facility located in Jefferson Township. With its anticipated opening in early 2019, the Court will move its Nicholas Residential Treatment Center operations into the vastly improved facility. We will expand much needed services to female youth, provide in-patient drug and alcohol treatment and utilize treatment beds for Children Services youth."

youth and family needs in order to link them to services to prevent further court referrals. The IC conducts a standardized AoD (alcohol or other drug) prescreening on all face-to-face contacts with youth having unruly or delinquency referrals. Based upon the responses, a BHS and diagnostic assessment may follow. Caring For Kids conducts a BHS on youth identified as in need via the Administrative Hearing process, parental "walk-ins," or at the request of probation officers or Judges/Magistrates. In addition, Caring For Kids conducts a BHS on all youth admitted to secure side IC. **In 2018, 2,353 BHS were conducted. As a result of a BHS, Caring For Kids may refer the youth and family for a full diagnostic mental health and/or AoD prescreening. In 2018, 497 such assessments were completed.** Unofficial cases may be referred out for services including preventative interventions, drug and alcohol treatment, individual and family counseling, community service, educational classes, and mediation. **IC referred approximately 345 cases in 2018 to be handled through mediation via the Dayton Mediation Center.** The service provider, to which a youth and family is referred, reports back to IC as to the cooperation, success or failure of the youth and family so that the case may be closed or moved on for further action as appropriate.

IC provides electronic monitoring for youth released in lieu of detention and also houses the Care Coordination Team (CCT), which works closely with children, 10 years of age and younger, their families and the Disproportionate Minority Contact Diversion Program (DMC/DP). During 2018, IC provided electronic monitoring for 670 cases.¹ The CCT served 196 youth in 2018. In 2016, changes to DMC/DP included limiting DMC/DP programming to first time offenders only. In 2017, DMC/DP programming was expanded to include all African American youth in Montgomery County. A total of 198 DMC/DP youth were served in 2018.

The Intervention Center also houses **Truancy Court**, a program that handles truancy cases in a mass docket format with family members/representatives, school representatives and the IC's Truancy Case Liaison. Together, the team works to improve attendance and makes suggestions of sanctions that will assist the youth/parent in improving attendance. Truancy Court also provides links to community services. **In 2018, Truancy Court conducted 79 unofficial truancy hearings and 59 official truancy hearings, totaling 138 referrals.**

In 2016, the **Diversion Unit** was developed as another layer of prevention used to divert low risk youth from official action and traditional probation supervision. The unit is housed under the IC umbrella. On average, Diversion Unit youth are monitored 60-90 days and receive case specific levels of contact, which could include office, home and school visits. This new unit not only separates low risk youth, but is also projected to reduce the number of cases filed officially in the Court and reduce the total number of youth placed on official probation. This will ultimately reduce the number of potential detainments for Violation of Court Orders (VCO's). **In 2018, 205 youth received the programming and specialized supervision the unit was designed to provide.**

The **Screening Brief Intervention and Referral Treatment (SBIRT)** is designed to identify individuals who may have a substance abuse issue and provide immediate intervention including the use of motivational interviewing or referral to appropriate treatment. The brief interventions consist of one to four sessions, two of which may include the caregiver and are typically held on a weekly or bi-weekly basis. A youth's success is measured by participation in SBIRT sessions, urinalysis screenings, and completion of programming and/or assessments if needed. **In 2018, 72 youth were referred to the program. Fifty two youth successfully completed the program, while five unsuccessfully completed the program. Seven cases remain active and will carry over into 2019.**



"In 2018, Family Treatment Court held 24 graduations. Since its inception, Family Treatment Court has helped prevent the removal of 30 children from their home and assisted in the reunification of 26 children."



"The thing I liked the most about this program was the family counseling they offered because it really helped me and my son communicate better. I also liked being included in his healing process."

— Center for Adolescent Services parent

"I liked that they tried everything in their power to help me."

— Lighthouse Youth Services youth



¹ Does not include nine youth on EHMP at the end of 2018, who completed the program in 2019.



The **Sexually Oriented Diversion Approach (SODA)** program received and accepted its first case in November of 2018. This program is geared toward youth who have been charged with their first sexually oriented offense. SODA provides services to those youth referred to the Court with sexually oriented offenses by utilizing a diversionary approach. The Assistant Prosecuting Attorney will only send referrals in which a victim has approved the youth's participation in the program. SODA offers the youth an opportunity to receive specific charge related services, while providing the same level of care as a youth with official handling. The SODA Officer will ensure the appropriate assessments, safety plan, treatment and supervision are provided to the identified youth. **In 2018, three youth were referred to the program.**

Under the charge of the Montgomery County Juvenile Court Clerk of Courts, Administrative Judge Nick Kuntz, the **Clerk's Office** is responsible for processing all official filings for the Court. Documents requiring filing are received via mail or in person from several sources. These sources include private citizens, law enforcement, attorneys representing private or agency parties, appointed counsel and agencies themselves. The Clerk's Office processes Delinquency, Unruly, Tobacco, Traffic, Adult Misdemeanor, Parentage, Support, Custody, Dependency, Neglect, Abuse, Permanent Custody, Visitation, U.I.F.S.A., Judicial Consent Cases, Grandparent Powers of Attorney, Grandparent Caretaker Authorization Affidavits, Objections, Ohio Department of Youth Service Releases/Re-Entry Filings, Certifications, Transfers and Appeals. A separate journal is maintained to docket Adoption Placement Agreements, Permanent Surrenders, and Fingerprinting and Photographing Motions and Entries as well as Juvenile Court appointments, resignations and terminations.

During 2018, the Court continued with Clerk in the Courtroom (CIC). This technology has helped to streamline the hearing process by providing a more efficient case action procedure. The CIC software has provided a means of recording key aspects of the hearing in a resourceful manner, allowing entries to be generated directly from the hearing checklists in the courtroom with an electronic signature from the Magistrates and Judges. Entries are then distributed to the parties before they leave the courtroom. One of the final goals for CIC in 2019 is to begin the process of emailing entries to all agency partners to reduce the amount of paper and postage being used.

A major goal for 2019 is to begin the process of implementing E-filing for agency partners and private attorneys. E-filing will further automate the Clerk's office processes thereby making the department more efficient. It is hoped that the goal of E-filing will be realized in 2020.

The Clerk's Office filed just under 12,369 new cases and reactivations, including complete case coordination on over 1,883 traffic citations and filings. Clerks maintained over 120,000 official case jackets and 10 years of social history case jackets. Lastly, clerks are also maintaining documentation of all active grandparent POA/CAA filings.

Detention Services is a 144-bed multipurpose facility, which consists of a 57-bed short-term detention facility that houses both male and female youth pending court disposition or transfer to another jurisdiction, a 24-bed residential treatment option (the JCARE Programs) for boys who may typically have been committed to the Ohio Department of Youth Services and a 27-bed short-term correctional high-impact intervention program. Currently 108 of these beds are used as needed. These programs offer comprehensive programming (educational programming and recreational, therapeutic group and community-sponsored activities) for youth in a safe and secure environment, while protecting the community. A total of 631 boys and 257 girls were detained in Detention in 2018 and 167 boys and 65 girls were served in the Corrections Program in 2018. Forty nine boys were served in the residential treatment program (JCARE/ART) in 2018 and 16 boys were served in the JCARE/STP sex offender treatment program. The Detention Center also housed 18 youth certified to the adult court pending their case resolutions as adults.



Nicholas Director, Shannon Crabtree (center) with Nicholas staff at a department event.



CAS Director Michael Garrett (left) talking with CAS staff.



The **Nicholas Residential Treatment Center for Youth (NRTC)** is a 24-hour, non-secure residential treatment center with a 22 bed capacity that provides behavioral interventions for Court-involved boys, ages 11 to 17. The program generally takes eight to twelve months to complete, based on the progress and compliance of each youth. While involved with the program, these youth can expect to engage in family, individual and group counseling, as well as community resources, school, athletics and other pro-social activities. A total of 43 youth received needed treatment at NRTC during 2018.

In collaboration with the Montgomery County Job and Family Services - Childrens Services Division and the Alcohol, Drug Addiction and Mental Health Services Board, the Court is moving its Nicholas Residential Treatment Center (NRTC) to the Dora Lee Tate Youth Center building. Renovations of the building at 593 Infirmary Road began in March 2018 and the facility will be operational in June 2019. Relocation, along with redesigned programming and treatment delivery, will allow the Court to better serve the changing, complex needs of our youth by increasing capacity and allowing for referrals of female youth, youth needing a higher level of mental health treatment, and youth requiring a residential level of substance abuse intervention. The state of the art facility will be the only one of its kind in Montgomery County.

The **Center for Adolescent Services (CAS)** was completed in the fall of 2000 and officially dedicated on May 16, 2001. The facility is located in the Village of New Lebanon, Ohio and is a co-educational secure residential correctional/treatment facility. CAS is currently funded to serve 25 boys and 25 girls. Fifteen of these girls come from referrals through the Ohio Department of Youth Services (ODYS) facility. During 2018, CAS served a total of 114 youth (38 males and 76 females).

This highly structured program provides a safe and secure learning environment for youth adjudicated of felony offenses. Youth participate in a cognitive-behavioral treatment program stressing pro-social skills, self-discipline, and personal responsibility. Treatment modules target thinking patterns, substance abuse, relapse prevention, understanding one's personal, social and family history, developing new habits of thought and action, values exploration and clarification, restitution and victim empathy. Treatment is delivered through a combination of individual, group and family counseling. In addition, youth must participate actively in a year-round academic program in which credits are earned and transferred to their permanent academic record. Additional services provided for all youth include medical and health services, daily recreation, food services, vision screening, dental services, custodial services, and a program of aftercare.

In 2018, CAS focused on being more inclusive during the youths' clinical meetings. These meetings now involve the parent or guardian, and the providers such as the Probation and Parole Officer, Family Specialist, Treatment Specialist, Therapist, Education Staff and Psychiatrist. The team meets regularly with the youth to discuss their progress to his or her collectively agreed upon essential goals, and the team works cooperatively to solve any barriers to their goals. This collaborative approach enables the group to utilize varying levels of skills and knowledge in order to consider perspectives and possibilities that would otherwise be ignored. Taking a team approach permits staff to reinvent action plans, offer more resources and services, and better position the youths for their future successes.

Because CAS provides services to a diverse group of clients, all having very specific and unique treatment needs an individualized case planning approach is taken for each youth. The average length of treatment is 4.71 months depending upon the needs and responsiveness of each youth. During the 2018 calendar year the average daily population for ODYS girls was 13.97 and Montgomery County youth average daily population was 16.27, the entire facility average daily population was 30.24 youth. Prior to release each Montgomery County youth enters a transition period during which he or she spends increasing periods of time at home. When released, all youth are required to participate in aftercare services with the Probation Department.

Probation Services provides treatment planning and supervision of Court ordered youth placed under community corrections. Probation Services operates from a strength-based perspective in providing supervision and support. The strength-based approach to supervision demands a different way of looking at individuals, families and the community.

The Probation Services Department is comprised of the following units and programs: Geographical Units I, Resource Planning Program, Intensive Probation Services, Start Right/Adult Probation, Juvenile Treatment Court, Reclaiming Futures, Family Treatment Court, LIFE Court, Evening Reporting Center I & II, Community Based Services, Juvenile Court Work Program and Transportation. There were approximately 488 youth under new supervision in 2018. The average caseload for a probation officer in 2018 was 28 youth.

Start Right officially moved to the Merrimac Probation building in March 2016. The Start Right program handles Parental Failure to Send and Contributing to Educational Neglect referrals on parents whose children, kindergarten through 4th grade, have excessive school absenteeism or who fail to enroll a child in school. Parents are plugged into community programming to help solve the problems these families are facing. In 2018, Start Right received 372 cases.

Presided over by Judge Anthony Capizzi, **Juvenile Treatment Court (JTC)** is a specialized docket to assist in the rehabilitation of juvenile offenders who have been adversely affected by drugs and alcohol. It provides intensive intervention and supervision of these youth, ages 13 – 17, who have been screened and assessed to be in need of alcohol/drug treatment. Juvenile Treatment Court (JTC) referred a total of 52 youth during 2018. A total of 32 youth successfully graduated JTC in 2018.

Also presided over by Judge Anthony Capizzi, **Family Treatment Court (FTC)** is a specialized docket designed to improve the safety and well-being of children in the dependency system by providing parents access to drug and alcohol treatment, judicial monitoring of their sobriety and individualized services to support the entire family. FTC started in September of 2016 with a grant from the Office of Juvenile Justice and Delinquency Prevention for \$600,000. In October 2017, the Court received a \$2.1 million dollar grant from the Substance Abuse and Mental Health Services Administration. The grant funds will allow a total of 75 parents and 170 children to be served over the life of the grant. FTC served a total of 56 parents and 86 children during 2018.

Learning Independence and Family Empowerment (LIFE) Court started in 2017 to assist with the treatment and community engagement of youth adversely affected by severe and persistent mental health issues. This new docket is presided over by Judge Anthony Capizzi and is held weekly. The structure of LIFE Court affords an environment in which youth can develop healthy attitudes and values necessary for improving the quality of life with mental health concerns and recidivism. In 2017, LIFE Court was awarded a \$226,000 grant from the Bureau of Justice Assistance through the United States Department of Justice. These funds will help develop case management services. A total of seven youth were served in LIFE during 2018.

With the active leadership of Judge Nick Kuntz and Judge Anthony Capizzi, **Reclaiming Futures** has been bringing together court staff, treatment providers, families, community partners and volunteers to address the needs of court-involved youth with substance abuse challenges. One of its successful components is the Natural Helpers Program. Natural Helpers are trained citizen volunteers who provide support and connect the youth and their families to opportunities for positive life changes.



Distinguished service award recipient Rubina Baker, Natural Helper for the juvenile court.

They work in partnership with youth, family and professionals. In 2018, Reclaiming Futures trained 33 Natural Helpers and retained 66 Natural Helpers. Together, they served 90 youth.

The **Legal Department** is staffed by Civil and Delinquency/Unruly Magistrates and an Attorney/GAL Billing Specialist. The Department also includes Psychological Services staffed by a licensed Psychologist.

Court Appointed Special Advocate (CASA) train and supervises adult volunteers to serve as Guardians Ad Litem (GAL) for neglected, dependent and abused children. These volunteers conduct independent investigations, provide written reports to the Court and monitor the child's case as long as it remains in the court system. In 2018, 135 active CASA volunteers (along with seven attorneys providing pro bono services) served 408 children in 280 families.



Judge Anthony Capizzi meeting with a LIFE Court youth and family.



CASA staff with Court employee of the year: CASA Volunteer Coordinator Cassandra Burrell-Williams.



Judge Capizzi (right) with CASA Volunteer Coordinator Al Minor, presenting an award to a 2019 CASA calendar participant winner.



The Juvenile Court continues to show our youth their value and that they belong in Dayton. Here's to 2019!

2018 ADULT MISDEMEANOR COMPLAINTS*

| | |
|--------------|------------|
| TOTAL | 210 |
|--------------|------------|

*Complaints include such reasons as Parental Failure to Send Children to School/Educational Neglect, Child Endangerment, Contributing to Delinquency or Unruly Offenses, etc.

2018 CIVIL COMPLAINTS ON ADULTS

| | |
|--------------|--------------|
| Parentage | 387 |
| Support | 4,501 |
| U.I.F.S.A.** | 105 |
| TOTAL | 4,992 |

**Uniform Inter-State Family Support Act pertains to out-of-state support complaints.

2018 JUVENILE REFERRALS

| | |
|-----------------------------|---------------|
| Abuse, Dependency & Neglect | 796 |
| Unruly | 2,167 |
| Tobacco | 135 |
| Traffic | 1,883 |
| Delinquency | 4,607 |
| Custody Related | 3,949 |
| Miscellaneous | 403 |
| TOTAL | 13,940 |

For further Montgomery County Juvenile Court statistical data, please visit the Court's Annual Report webpage at www.mcjcoho.org/annual-report.asp.



"I loved that this program provided me with the support & structure I needed to help my son get sober and stay sober for almost a year."

— Juvenile Treatment Court parent



What is the Clerk of Courts?

The Montgomery County Clerk of Courts plays a vital role in serving the interest of justice. It is a complex organization comprised of approximately 100 employees. We have the important responsibilities of receiving, docketing, indexing, certifying, and preserving pleadings, court orders, and other legal documents. These are filed with the General Division and Domestic Relations Division of Common Pleas Court, Montgomery County Municipal Court, and the Second District Court of Appeals. The Auto Title Division of the Clerk of Courts issues titles for motor vehicles and processes U.S. passport applications as an authorized Passport Acceptance Agency.



Mike Foley
Montgomery County Clerk of Courts

"Serving as your Clerk of Courts is a profound honor. The resources of this office are available to every citizen of Montgomery County, and I invite you to ask how our dedicated team of employees can help you. The Clerk of Courts is a customer-focused organization, and it is our goal to ensure that all in need of our services are fully satisfied. By providing service through our core values of respect, fairness, and honesty, we strive to go above and beyond the call of duty for the taxpayers of Montgomery County. It is my privilege to lead this office as your Clerk of Courts, and I thank you for the opportunity to do so."

MISSION STATEMENT

The mission of the [Montgomery County Clerk of Courts](#) is to provide progressive and efficient records management and financial services for the justice system, the legal community, and the public through our core values of respect, fairness, and honesty.

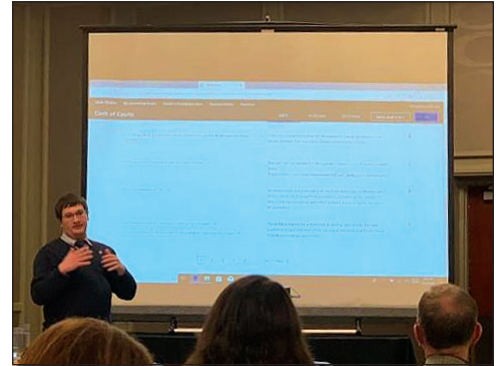


Clerk of Courts | Year in Review

INNOVATIVE YEAR IN OUR INFORMATION TECHNOLOGY DEPARTMENT

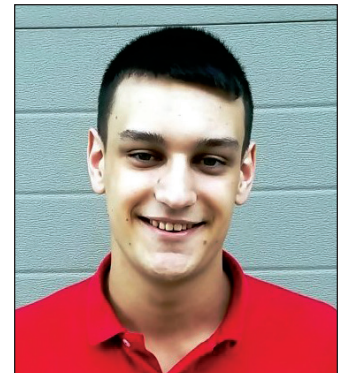
ATHENA – CLERK OF COURTS AUTOMATED VIRTUAL ASSISTANT

Named for Athena, the Greek goddess of wisdom, law, and justice, this application makes the Clerk's Office more accessible to citizens by being available 24/7 to answer many of the most frequently asked questions received by the office. Athena, the new virtual assistant, was developed in-house by the Clerk's IT staff using Microsoft Cognitive Services software. The IT Department worked with staff at all levels of the Clerk's Office, from front line Deputy Clerks to supervisors and Chief Deputies, to gather frequent customer questions. The bot was then programmed to answer inquiries with an optimal response. Over time, Athena will use Microsoft Cognitive Services to analyze the questions it is asked and learn answers to additional questions. The virtual assistant is also connected to our public records online (PRO) database. Through that connection, Athena is able to inform customers of the status of their case and link them to related court documents.



SOCHE INTERNS

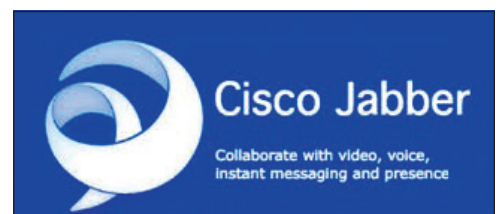
The Southwestern Ohio Council for Higher Education (SOCHE) Internship program supports both federal and local area key industries. The Montgomery County Clerk of Courts Information Technology Division partnered with SOCHE to attract, recruit, and retain the next generation's workforce. Working with SOCHE to obtain qualified interns, the office was able to take full advantage of the energy and fresh ideas that interns can bring. SOCHE recruited qualified students and conducted initial screenings. The Clerk's Office then conducted interviews of the most qualified candidates and chose those who were the best fit for our workforce. The Information Technology Division obtained two qualified interns from SOCHE in 2018.



*Conner Lewis,
Clerk of Courts Intern*

CISCO JABBER

The Clerk's Office now has access to an Instant Messaging Application provided by the Montgomery County Telecom Department. The app, named Jabber, is a Cisco product. Jabber allows team members to communicate via instant messenger. Jabber simplifies communication and enhances productivity by unifying presence, instant messaging, video, voice messaging, desktop sharing, and conferencing capabilities into a secure and easy-to-use app. Jabber integrates with the county's voiceover internet protocol, or VOIP, and with employees' Outlook calendars. Such integration allows Clerk staff to schedule WebEx meetings and notify other employees of real-time availability. It also allows Clerk staff in our Municipal Court locations to quietly communicate with one another during Court proceedings. Additionally, it allows Auto Title staff to quickly communicate in an efficient way across our five branches in Montgomery County. Clerk IT staff now have the availability to receive screen captures during troubleshooting events and use the screen sharing feature to access workstations remotely.



EMPLOYEE SPOTLIGHT

NICHOLAS FAHRIG



Nicholas (Nick) Fahrig joined the Montgomery County Clerk of Courts Information Technology Division in August of 2017 as a Software Developer. He works closely with Senior Software Developers writing code and developing applications to improve the efficiency of our processes. His work improves internal workflow, but also ensures that the customer experience is more user-friendly. Nick is a graduate of the University of Dayton and holds a bachelor's degree in Computer Engineering.

When asked why Nick chose to devote his talents to the Clerk's Office, he reiterated words that he lives by, stating that "your vocation is the point where your greatest talents meet with the world's greatest needs." Furthermore, Nick stated: "While working to generate a knowledgebase of all the answers to the public's questions, I have had the opportunity to get to know so many people across this organization. The employees' dedication to customer service, their depth of knowledge, and smiling faces have truly inspired me to do my best work every single day. I am so grateful that I chose to take the leap to come forward with this team!"

EMPLOYEE CERTIFICATIONS

James (Jim) Contestable, Senior Network Engineer, and Christopher (Chris) Wagner, Senior Software Developer, graduated from the 2018 LEAD Training Program.



By the authority of the President of the United States, the Secretary of State has designated various entities authorized to accept passport applications. One of these entities is the State Court of Record. The Clerk of Courts for Montgomery County is designated as a State Court of Record, thus enabling the office to accept passport applications.

FUN FACT:
The Information
Technology Division
celebrates birthdays with
PIZZA!

EMPLOYEE SPOTLIGHT

REGINA MITCHUM



Regina Mitchum is the Human Resources Assistant for the Montgomery County Clerk of Courts. Regina began her career with the office on September 4, 2007. During the 11 years that Regina has been with the Clerk of Courts, she has contributed to a variety of Human Resource functions including payroll processing, recruitment, and employee engagement.

Beyond her normal duties, Regina especially enjoys the partnership work between the Clerk's Office and the United Way Campaign. "I've had the pleasure of meeting so many dedicated professionals across this county," Regina said. "I've been able to get a better perspective, too, on how United Way and other charities work. I'm so excited about working with our new Clerk of Courts, Mike Foley, to see what other innovations we can bring to the office." When asked what words Regina lives by, she stated: "No matter who tries to teach you lessons about life, you won't understand it until you go through it on your own. Go beyond – live!"

HAPPENINGS IN HUMAN RESOURCES

KRONOS IMPLEMENTATION

Previously, the Clerk of Courts utilized a web-based timekeeping system for hourly employees to use when clocking in and out for the day. The system was strictly used to monitor hourly employees' time and attendance. Paper timesheets were submitted at the end of each pay period, and employees submitted paper request forms when asking for leave approval. Additionally, employee FMLA and leave usage was tracked by the office manually. On March 10, 2018, Human Resources implemented the Kronos Timekeeping System for all Clerk of Courts employees, allowing the office to become fully automated in the following ways:

- ◆ Hourly employees use Kronos to clock in and out;
- ◆ All employees use Kronos to enter requests and utilize paid leave;
- ◆ All employees are able to view their current leave balances in real time;
- ◆ Supervisors are able to approve leave requests electronically; and
- ◆ Supervisors are able to approve time cards electronically.

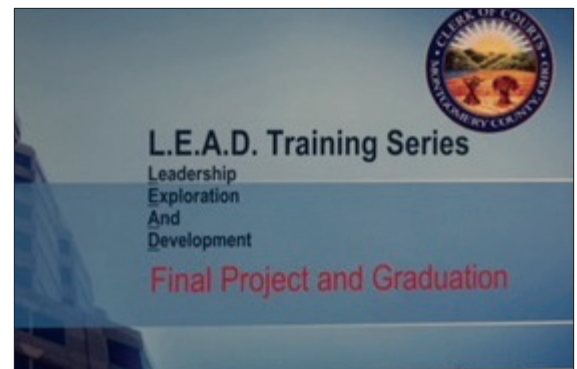


LEAD TRAINING SERIES

On March 23, 2018, Human Resources began its first installment of the LEAD Training Series. The series is committed to the office's core values of Respect, Fairness, and Honesty by building strong leaders who develop and engage employees through efficient coaching and productive communication. Our goal is to re-energize the management team and create transformational leaders who:

- ◆ Model, mentor and develop a new workforce;
- ◆ Embrace new standards of success;
- ◆ Arouse intellectual curiosity; and
- ◆ Foster new relationships.

Seven management employees met once a month for five months for an interactive module which included classroom-style instruction and collaborative and individual work assignments. The culmination of the program was a final group project presented by the participants to senior management.



ALL-STAFF ANNUAL MEETING

The Clerk of Courts held its all-staff annual meeting in December. The meeting provides a rare opportunity for every member of the office to come together, and it serves as a time for management to share its appreciation to employees for a job well done all year. Good food and a good time were had by all, and service awards were presented to members of staff who reached half-decade milestones with the Clerk of Courts.



MAKINGS IN MUNICIPAL COURT

ELECTRONIC SUBMISSION OF BMV REGISTRATION BLOCKS

The Clerk of Courts implemented electronic submission to the Bureau of Motor Vehicles (BMV) for vehicle registration blocks. This new process dramatically increases efficiency. The electronic submission method replaced the manual process of faxing or mailing registration block forms to the BMV. This new innovation allows customers to acquire valid registration for their vehicles in a more timely method, and allows staff to dedicate their time to other pressing responsibilities.

STAFF MEMBER TRAINING AND DEVELOPMENT

Staff members are taking full advantage of training opportunities for professional and personal development. Some, but not all of the sessions that staff have availed themselves of, include: Multi-Generational; Diversity and Inclusion; CPR, AED and First Aid; Effective Communication; Conflict Management and Conflict Resolution; Outlook and Email Etiquette; Star 12 webinars; and other various Clerk of Courts training programs.



WESTERN MUNICIPAL COURT RELOCATION ANNOUNCEMENT

After years of study, officials announced in late 2018 that Montgomery County would relocate its Municipal Court's Western Division office from New Lebanon to Trotwood. The Western Division services Brookville, Clay Township, Farmersville, Jackson Township, Jefferson Township, New Lebanon, Perry Township, Phillipsburg, Trotwood, and Verona. Court records show that over half of the Western Division cases involve Trotwood residents and, as such, the new location will provide additional convenience for a majority of customers. In addition, the county announced additional investments and improvements to the Municipal Court's Eastern Division office.

ABOUT THE MUNICIPAL COURT DIVISION

The Montgomery County Municipal Court serves the cities of Brookville, Trotwood, Huber Heights, and Riverside; the villages of Farmersville, New Lebanon, Phillipsburg, and Verona; and the townships of Clay, Jackson, Jefferson, and Perry. In addition to the law enforcement agencies in these areas, the court also serves various other agencies including the Ohio State Patrol, State of Ohio Park Rangers, Ohio Division of Wildlife, Public Utilities Commission, Montgomery County Zoning, Public Health - Dayton & Montgomery County, Montgomery County Animal Resource Center, Board of Liquor Control, Board of Pharmacy, Department of Taxation, and Five Rivers MetroParks. The County Municipal

Court has jurisdiction in all adult traffic and misdemeanor cases occurring in the court's jurisdiction, civil cases up to \$15,000, and small

claims cases up to \$6,000, and is the originating court for felony preliminary hearings in its jurisdiction.

FUN FACT:

Employees Baby Boom – Brittany Schwaberow and Jazmyn Wagoner were expecting at the same time.



EMPLOYEE SPOTLIGHT

JESSICA GUIZZO



During November, Jessica Guizzo was asked to speak several times about her experience with her own adoption process. November is National Adoption Month, and Jessica was privileged to take an active role. Jessica was able to provide details of her own unique path, and offered support to families that had experienced similar difficulties. Every day throughout November, a mother was selected to share her experiences and struggles of adoption, as well as what adoption and support meant to them. Jessica spoke for nearly an hour and offered herself for a question and answer session. She was honored to be one of thirty mothers to speak, chosen from the 1,500 applicants.

LOOKING INTO THE LEGAL DEPARTMENT

DR E-FILING

The Clerk of Courts, in conjunction with the Montgomery County Domestic Relations Court, continued implementation of E-Filing for all documents filed in Domestic Relations Court. Because of this successful partnership, the Legal Division is on track to fully implement Domestic Relations e-Filing in 2019, as expected. This embrace of latest technology will help ensure that the Clerk of Courts is providing the most effective and efficient processes and services to its customers within and outside the Montgomery County Common Pleas Court.

COURT OF APPEALS, JUVENILE INFORMATION

Through collaborative partnerships with the other agencies, the Clerk of Courts added additional protections to Court of Appeals filings pertaining to minors. These strategic improvements help safeguard the identities of juveniles who find themselves listed in filings within our judicial system.

EMPLOYEE CERTIFICATIONS

Rachel Doyle and Sharon Harness graduated from LEADS Training.

FUN FACT:

The Criminal Division enjoys taking the time during the Christmas holiday to enjoy a special night together out of the office.



EMPLOYEE SPOTLIGHT

JUDY JOHNSON



Judy Johnson is a 36 year veteran of the Clerk of Courts. Judy began her career with the agency on September 26, 1983. She has served under 7 elected Clerks of Court. Judy is responsible for the Clerk's duties to the Second District Court of Appeals, receiving, filing, and conveying all appeals filed from trial courts within Montgomery County. During her time with the Clerk of Courts, Judy has worked with 4 Court of Appeals administrators and is honored to have had the opportunity to work with so many wonderful public servants in the county's judicial system. Judy has resided in Kettering, Ohio for most of her life, and enjoys reading, especially mystery novels, as well as medical and legal thrillers. She enjoys spending time with her great nieces.



LEGAL DIVISION

The Legal Division is comprised of four departments: Civil, Criminal, Domestic Relations, and Second District Court of Appeals.

Civil Department accepts electronic filings for new complaints, issues service of summonses, maintains a journal of pleadings filed in each case, and issues subpoenas to witnesses when a case is ready for trial. Judgment liens including Ohio sales and personal income tax liens are also filed in the Civil Department, along with the execution of lien proceedings.

Criminal Department maintains all electronic case files for felony case proceedings. This department receives all filings pertaining to a particular case and executes the necessary documents in each phase of the criminal justice process including indictments, arraignments, issuance of subpoenas for grand jury and trial witnesses, and filing notices of appeal. Other duties include posting bonds, calculating court costs, paying witnesses, and preparing post-sentencing documents to transfer defendants to designated state institutions.

Domestic Relations Department is responsible for the filing, docketing, and distribution of court papers from attorneys, judges, and court personnel pertaining to divorce, dissolution of marriage, domestic violence, and foreign support orders. Many of the cases processed in Domestic Relations involve child support to minor children, requiring continual updating of files until the children are emancipated, under most circumstances at 18 years old.

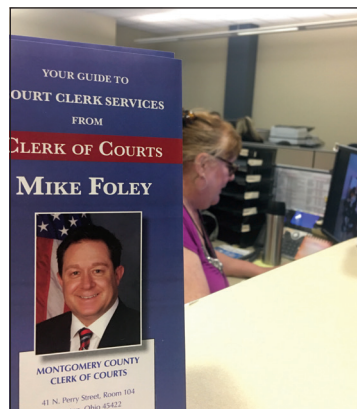
Second District Court of Appeals is served by the Clerk of Courts in the capacity that the Clerk is responsible for receiving, filing, and conveying all appeals filed from various trial courts in Montgomery County. Additionally, the Clerk of Courts Office is responsible for preparing the lower court record in appeal cases including cases appealed to the Ohio Supreme Court.

EMPLOYEE SPOTLIGHT

PAULA HAGANS



Paula Hagans has proudly served the Clerk of Courts for 23 years. She began her career on January 25, 1996, and has been in the Legal Division's Records Department during the entire duration. Paula truly loves the work that she has done for nearly a quarter of a century, and always remembers to treat the public with compassion, responsibility, and respect. Colleagues laud Paula as one of the hardest workers in the Legal Division and one who can expertly track down any record in the courthouse with efficiency and precision. Paula is a wife, mother, grandmother, and friend to many.



Visit us at
www.mcclerkofcourts.org.
 The Clerk of Courts
 website receives
 thousands of hits
 per week.

ASPECTS OF AUTO TITLE

MORaine AUTO TITLE OPENED

The Clerk of Courts opened a new Auto Title Division location at 5552 North Springboro Road in Moraine. The new office offers a convenient location for residents in southern Montgomery County. In 2017, the Clerk's Office received notification that its West Carrollton location would need to relocate due to a municipal demolition of the facility. One of the goals of the relocation was to ensure that the new location would be conveniently located and still be in a position to serve as many of the same residents as the West Carrollton facility. After extensive research and planning, the new Moraine location was selected. It sits on State Route 741 and is less than a five minute drive from the former West Carrollton office. The relocation of this Auto Title facility was an opportunity to freshen the look and feel of the site in a manner consistent with other Auto Title facilities across the county. All five Auto Title locations have now been refurbished.



AUTO TITLE DIVISION GAVE MONTGOMERY COUNTY ONE MILLION DOLLARS

In late 2018, the decision was made to give Montgomery County five million dollars out of the Certificate of Title Administration (CTA) Fund. One million dollars was paid in December 2018 and is planned to be paid for the next four years to help out the Montgomery County General Fund.

AUTO TITLE DIVISION

The Auto Title Division of the Clerk of Courts Office issues and maintains motor vehicle and watercraft titles to individuals and automobile dealers within and outside of Montgomery County. The Auto Title Division also processes passport applications in response to the federal mandate requiring passports for all travelers..



AUTO TITLES

2018

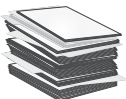
270,457



WATERCRAFT TITLES

2018

2,116



OTHER DOCUMENTS *

2018

281,905



PASSPORT APPLICATIONS

2018

6,855

*Other Documents include liens, memos, archive fees, and inspection fees.














EMPLOYEE SPOTLIGHT

LAJUANA CURINGTON



LaJuana Curington has served in the Auto Title Division of the Montgomery County Clerk of Courts for 24 years. During her time, she served as the union chapter chairperson for the Clerk's Office and is now serving as an Auto Title supervisor. During the past year, she and other division supervisors developed a training manual that is utilized by all new hires within Auto Title. The office is grateful to have LaJuana's expertise and knowledge that she so willingly offers to the team.

2018 MAINTAINING COURT RECORDS

| | | |
|-----------------------------------|--|---------------|
| Common Pleas Civil |  | 6,013 |
| Common Pleas Criminal |  | 5,063 |
| Domestic Relations (Excluding DV) |  | 1,719 |
| Domestic Violence |  | 1,282 |
| Court of Appeals |  | 402 |
| Certificates of Judgment |  | 3,264 |
| State Certificates of Judgment |  | 11,643 |
| Executions on Judgment |  | 1,244 |
| Board of Revision |  | 428 |
| Notary |  | 1,174 |
| County Municipal Civil |  | 3,672 |
| County Municipal Criminal |  | 3,023 |
| County Municipal Traffic |  | 8,054 |
| Total | | 49,906 |

Office Overview



The Clerk of Courts Office traces its origins from the medieval cleric who maintained records, was responsible for correspondence, and had the power to issue writs and other processes ordered by the court. The 1802 Ohio State Constitution provided for the appointment of a Clerk of Court for each county. Originally, the Clerk was appointed by the judges of the Court of Common Pleas for a seven-year term. Under the 1851

Constitution, the office became elective for a three-year term that was then extended to a four-year term in 1936.

The Montgomery County Clerk of Courts Office today is comprised of approximately 100 employees who maintain and make available all court records filed with the General Division and Domestic Relations Division of Common Pleas Court, Montgomery County Municipal Court, and the Second District Court of Appeals. The Clerk's Office also issues titles for motor vehicles and processes U.S. passport applications as an authorized Passport Acceptance Agency.



Judge Hall of the Second District Court of Appeals administers the oath of office to Montgomery County Clerk of Courts Mike Foley, as witnessed in the Common Pleas Court by friends, colleagues, and peers.

What is the Probate Division?

The Probate Court, a division of the Montgomery County Court of Common Pleas, is a trial court with limited jurisdiction as granted by the Ohio Revised Code. The Probate Court has exclusive jurisdiction over the administration of estates and trusts, appointment of guardians for incompetents and estates of minors, adoptions, issuance of marriage licenses, name changes, commitment of the mentally ill and various other actions. The court also approves settlements in wrongful death actions and minor injury actions. The Probate Court is empowered with more than 200 responsibilities pursuant to the Ohio Revised Code.



1
JUDGE



31
COURT STAFF



**Alice O. McCollum, Administrative Judge
Montgomery County Probate Court**

Judge Alice O. McCollum is the first woman to serve on the Montgomery County Court of Common Pleas Probate Division, having been first elected in 2002 and re-elected in 2008 and 2014. Prior to sitting on the bench in the Probate Division, she was the first woman elected to the Dayton Municipal Court bench where she served for 24 years. Judge McCollum received her law degree from the University of Cincinnati, College of Law after graduating from the University of North Carolina at Greensboro with a B.A. in Mathematics. Her affiliation with professional organizations include the Dayton Bar Association (past President); the Thurgood Marshall Law Society (past President); Ohio Supreme Court Dispute Resolution Commission; and the Ohio Bar Association. Judge McCollum has served on many community boards including: Sinclair Community College Legal Assisting Advisory Board, Children's Medical Center, the Victoria Theatre Association and the United Theological Seminary.

OUR MISSION

The [Montgomery County Probate Court](#) is dedicated to resolving matters and disputes fairly and efficiently. The Court accomplishes this mission by:

ACCESS

Offering easy access to the Court for prompt problem resolution

FAIRNESS

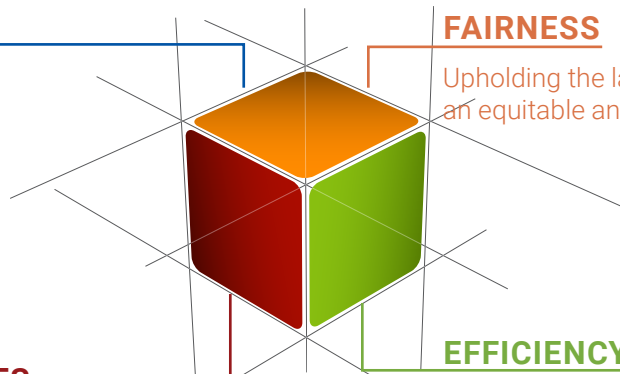
Upholding the law and delivering justice in an equitable and just manner

EFFICIENCY

Ensuring efficient case management by a professional and courteous staff

INNOVATIVE SERVICES

Providing quality and innovative services to the public



Probate Court | Year in Review

PROBATE COURT BEGINS E-FILING OF ESTATES

The Probate Court introduced mandatory E-Filing of Civil or Miscellaneous Cases in 2016. The Court spent 2017 and most of 2018 preparing for E-Filing of Estates. August 1, 2018 was the Go Live Date for mandatory Estate E-Filing. Currently over 76% of the Probate Court's annual case load is E-Filed. The Probate Court plans to Go Live with Trusts, Adoptions, Guardianships and Mental Commitments by the end of 2019.

PROBATE COURT INTRODUCED 1ST ANNUAL GUARDIAN APPRECIATION DAY

The Guardianship Department at the Probate Court held its 1st Annual Guardian Appreciation Day. The event was held at Island Park and included food, games, prizes and fellowship. The Court celebrated the guardians dedication to their wards with a fun afternoon. Forty-two guardians enjoyed the affirmation and recognition that the contributions they make to the health and welfare of their loved ones are appreciated.

PROBATE COURT CONTINUES VISITS TO CITIZENS UNDER GUARDIANSHIP

The Court is the superior guardian of persons under guardianship in Montgomery County. These individuals are some of the most vulnerable members of our community – the elderly, the developmentally disabled, and the mentally ill. In 2016, the Court created Probate Partners. Probate Partners is supervised by the Court's Director of Guardianship Services who serves as the Field Instructor for students in accredited college undergraduate and graduate social work programs. In addition to the Court's social workers, these students conduct wellness visits to individuals under guardianship.

Prior to Probate Partners, the Court may have had only one face-to-face contact or visit with a person under guardianship. One visit is insufficient to ensure that the needs of these individuals are met. In 2018, the Probate Partners made over 200 wellness visits in Montgomery County.

PROBATE COURT PARTICIPATES IN NATIONAL ADOPTION DAY

Every year the Court participates in National Adoption Day. The theme for 2018 was Batman. Not all SUPER heroes wear capes—some adopt. Family means no child is left behind or forgotten. The theme embraced family ideals such as love, security and acceptance. The entire staff of the Probate Court participates in the National Adoption Day agenda.

PROBATE COURT SUPPORTS WORTHY CAUSES

Probate Court participates in fund raising for United Way and United Negro College fund. Also, the Court participates in Go Red for Women's Heart Health and attends an Annual Elder Abuse Day that is sponsored by the Montgomery County Adult Protective Services Unit.

*The Probate Court Clerk's office opened
3,184 new cases.*



Probate Court Office Overview



JUDICIAL DEPARTMENT

JUDGE MCCOLLUM

The Judge of the Probate Court shall be assigned all cases coming before the Court. The Judge is charged with the assignment and division of the work of the departments and with the employment and supervision of all personnel of the Probate Court.

MAGISTRATES

Five Magistrates assist the Judge in handling the case load. A magistrate is an attorney appointed by the Court who hears cases referred by the Judge. Magistrates hear and consider cases in the same manner as a judge. All magistrates' decisions are reviewed and approved by the Judge. Magistrates are available to answer procedural and other questions, but may not discuss a case with either a litigant or attorney in the absence of the other party, or that party's attorney to the case.



COURT OPERATIONS DEPARTMENT

COURT ADMINISTRATOR

The Judge appoints the Court Administrator. The Administrator manages and coordinates the operations and non legal staff of the Court. The Administrator is responsible for the general administration and supervision of all support services for the Court. In addition, the Court Administrator supervises the implementation of all special projects the court may undertake. The Court Administrator utilizes leadership and management skills to create a high-performance work environment for court staff. The Administrator reviews data and information for planning purposes, evaluates organizational effectiveness, reviews cost and impact analysis, and establishes time lines and benchmarks of standards. The Administrator handles attorney, agency and public concerns and complaints regarding court proceedings. The Court Administrator also acts as a liaison between the Judge and staff.



FINANCE

The Finance Department is responsible for the preparation and maintenance of budgets, financial reporting and analysis, support for financial and analytical needs of other court departments, control over all payments and purchasing, and continual monitoring of all aspects of finance for the Court.

MANAGEMENT OF INFORMATION SYSTEMS

The M.I.S. Department provides data processing services and office automation to the entire staff of the Probate Court in order to provide a more efficient court for the public. The department administers and maintains a Windows network, granting Network users appropriate permissions and access rights to a variety of applications. The department upgrades hardware and software, installs new hardware and software, and troubleshoots any computer-related problems users may have.





CLERKS OFFICE

The Clerks Office maintains and makes available to the public the hard-copy records of all case files for the Probate Court. The Clerks Office assists customers at the Court and over the telephone. The Clerks Office collects any costs or fees required, issues receipts, and posts the collected monies. Appropriate information for case files is docketed in a timely manner, including entering information in the computer system and issuing appropriate notices. Documents are scanned for the case file database which is available online. Further duties of the office include providing basic case management information and completing statistical reporting.



MARRIAGE DEPARTMENT

The Marriage Department's principal function is to issue marriage licenses and complete marriage certificates. Further duties include providing statistical reporting concerning case management.



The Marriage Department issued 3,046 marriage licenses and 12,681 marriage certificates.

The Adoption Department finalized adoptions for 174 children.



ADOPTION DEPARTMENT

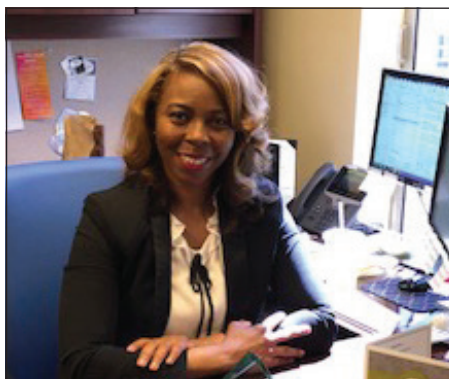
One of the most rewarding responsibilities of the Probate Court is to make sure a child is placed in a safe, loving, and permanent home. The Adoption Department serves a dual function. The primary function is to provide case management for the adoption cases. Adoption filings are accepted by this Department, reviewed, and set for hearings as appropriate. All adoption proceedings and records are confidential. Every year the Court participates in National Adoption Day. The theme for the 2017 was "Ohana Means Family." Family means no one gets left behind or forgotten. The theme embraced family ideals such as love, security and acceptance.



GUARDIANSHIP DEPARTMENT

The Probate Court is responsible for appointing guardians for adult incompetents and minors. As superior guardian, the Court is responsible for ensuring that the guardians it has appointed are fulfilling their fiduciary obligations to their wards. These obligations increased in number and in scope with the adoption of Rule of Superintendence 66.01 et seq. in 2015. Accordingly, in 2016, the Court created a department devoted entirely to guardianships – the Guardianship Department.

The Department's mission is to create and support successful guardianships, and to enhance the experience of guardians and wards in Montgomery County.



293 Guardians attend Coffee & Conversation Support Group or Guardian Education.



In keeping with its mission, the Guardianship Department reviews Guardian's Reports and Annual Guardianship Plans and investigates Guardianship Complaints. In addition, the Department offers a variety of education and support services for guardians. These services include initial guardian education, continuing guardian education, and guardian support groups. The Department offers an externship program for social work students from accredited colleges and universities. As part of the program, the externs conduct wellness visits with wards, providing much-needed personal interaction between the Court and the wards under its care.

MENTAL HEALTH

It is the responsibility of the Probate Court to oversee the involuntary commitment process of individuals who are alleged to be mentally ill or mentally retarded, while protecting their rights and ensuring they receive treatment in the least restrictive environment. The Court conducts hearings at various hospitals and other mental health facilities throughout the county to determine if an individual requires hospitalization.

The Probate Court's website is where citizens can locate information including appropriate forms needed to open a case, court costs and changes in the law or Probate Court procedures. The most popular website feature is the case search. All cases in the Probate Court except Adoption and Mental Illness are public cases.

Visit the Probate Court at www.mcoho.org/probate.



The Mental Health Department processed 606 individuals in local facilities alleged to be mentally ill.



Phone Directory | Location Information

CLERK OF COURTS ■ Montgomery County Courts Building



Address

41 N. Perry Street, 1st Floor
Dayton, Ohio 45422-2150



Phone

937-496-7623



Website

www.mcclerkofcourts.org



CPC • GENERAL DIVISION ■ Montgomery County Courts Building



Address

41 N. Perry Street
1st, 3rd & 4th Floor
Dayton, Ohio 45422-2150



Phone

937-225-6000



Website

www.montcourt.oh.gov



CPC • DOMESTIC RELATIONS DIVISION ■ Dayton-Montgomery County Courts Building



Address

301 W. Third Street
Dayton, Ohio 45422-2156



Phone

937-225-4063
937-496-7835 ■ Fax (Case Specific)
937-496-7443 ■ Fax (Administration)



Website

www.mc Cohio.org/dr



CPC • JUVENILE DIVISION ■ Montgomery County Juvenile Justice Center



Address

380 W. Second Street
Dayton, Ohio 45422-4131



Phone

937-496-7913



Website

www.mcj Cohio.org



CPC • PROBATE DIVISION ■ Montgomery County Courts Building



Address

41 N. Perry Street, 2nd Floor
Dayton, Ohio 45422-2155



Phone

937-225-4640
937-496-3181 ■ Fax (Administration)



Website

www.mc Cohio.org/probate



