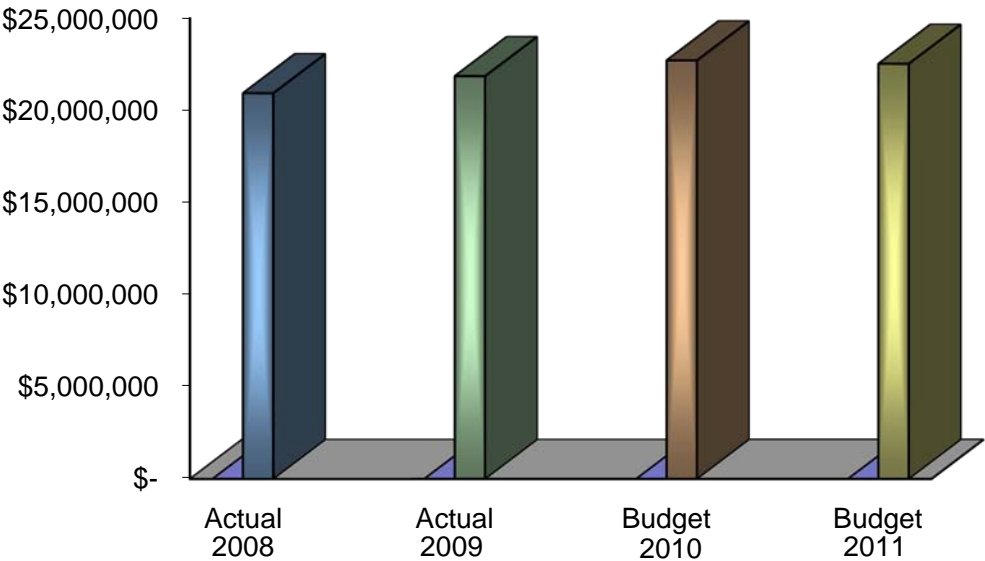


Constitutional Offices

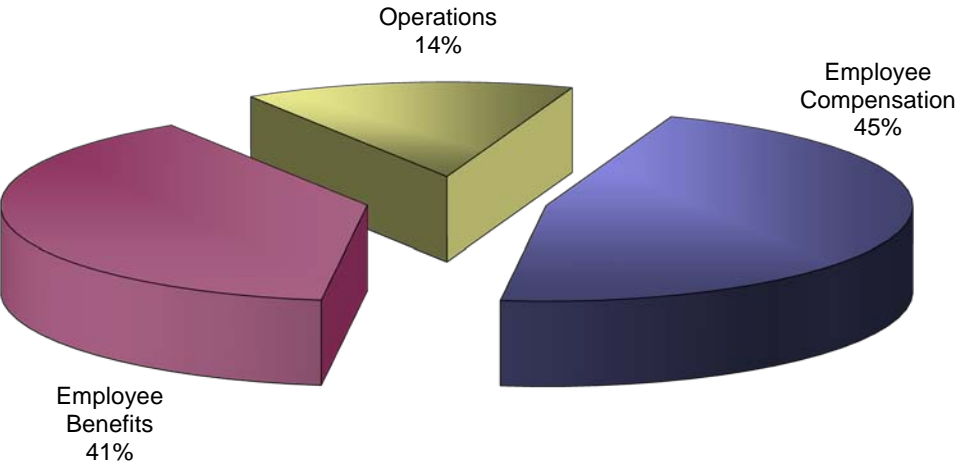
The Constitutional Offices of Hamilton County, Tennessee are established pursuant to the constitution of the State of Tennessee. They are independently elected officials with the exception of the Clerk and Master who is an appointed official of Hamilton County, Tennessee.

The General Fund accounts for the activities of each officer's Fee and Commission account. It is used to account for all revenue and certain expenditures applicable to the general operations of the Constitutional Offices.

Constitutional Offices Expenditures



FY 2011 Expenditures by Type



Constitutional Offices Expenditures by Departments

Departments	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Medical Examiner	\$ 967,883	\$ 941,826	\$ 944,577	\$ 944,717
Clerk and Master	701,971	728,260	765,368	754,121
Circuit Court Clerk	1,037,940	1,074,016	1,113,116	1,105,603
County Clerk	1,635,968	1,623,598	1,825,613	1,722,594
Register of Deeds	499,979	533,814	488,546	487,825
Trustee	342,635	354,015	396,539	383,964
Assessor of Property	3,316,611	3,757,907	3,567,564	3,435,636
District Attorney General	844,043	838,166	996,925	984,905
County Election Commission	1,498,345	1,781,087	1,462,438	1,666,425
Criminal Court Clerk	1,162,800	1,193,377	1,406,677	1,381,459
Public Defender	425,887	454,540	506,034	499,584
Board of Equalization	340	2,750	5,000	5,000
General Sessions Court	1,156,818	1,199,030	1,240,784	1,234,779
Juries	209,678	184,566	230,000	182,340
Criminal Court Judges	193,792	195,282	201,279	200,592
Chancery Court Judges	5,783	5,823	12,000	12,000
Circuit Court Judge Bolton	68,461	67,252	66,400	63,247
Circuit Court Judge Hollingsworth	57,491	56,469	59,875	59,652
Circuit Court Judge Williams	49,328	57,128	58,251	58,030
Circuit Court Judge Thomas	68,492	76,777	71,728	71,498
Judicial Commission - Magistrate	333,623	372,306	371,872	352,756
Juvenile Court Judge	3,388,329	3,579,716	3,908,352	3,900,113
Juvenile Court Detention Unit	1,842,791	1,912,294	2,100,041	2,095,401
Juvenile Court IV-D Child Support	573,444	591,708	634,508	636,630
Juvenile Court-Volunteer Services	130,312	136,083	139,125	138,645
Juvenile Court-Youth Corrections	293,165	21	-	-
Juvenile Court-CASA	63,839	74,362	79,078	79,168
Juvenile Court-Youth Alcohol Safety Proj	52,465	59,937	57,320	67,830
	\$ 20,922,213	\$ 21,852,110	\$ 22,709,010	\$ 22,524,514

Authorized Positions	478.26	483.89	480.39	482.89
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Medical Examiner – 1001

FUNCTION

The County Medical Examiner is required by the "Post Mortem Examination Act" (Tennessee Code - Annotated, Sections 38-7-101 through 38-7-117) to investigate certain types of deaths occurring in the County and to keep records on investigations and examinations of such deaths. In this way, the medical and legal circumstances of a death can be properly documented and provisions can be made for the completion of a Tennessee Death Certificate. The primary goals of the "Post Mortem Examination Act" are as follows:

1. To detect unsuspected homicides
2. To protect the health of the community
3. To clarify workmen compensation claims, insurance claims and civil lawsuits
4. To provide more accurate vital statistics

By law, any physician, undertaker, law enforcement officer, or other person having knowledge of the death of any person from violence or trauma of any type, suddenly in apparent health, sudden unexpected death of infants and children, deaths of prisoners or persons in state custody, deaths on the job or related to employment, deaths believed to represent a threat to public health, deaths where neglect or abuse of extended care residents are suspected or confirmed, deaths where the identity of the person is unknown or unclear, death in any suspicious/unusual/unnatural manner, found dead, or where the body is to be cremated, shall immediately notify the county medical examiner or the district attorney general, the local police or county sheriff, who in turn shall notify the county medical examiner. Such notification shall be directed to the county medical examiner in the county in which the death occurred.

When a death is reported as provided in Section 37-8-108, it is the duty of the county medical examiner in the county which the death occurred to immediately make an investigation of the circumstances of the death. The county medical examiner shall record and store the findings, and transmit copies according to the death investigation guidelines developed by the Tennessee Medical Examiner Advisory Council. In any event the county medical examiner is authorized to remove from the body of the deceased, a specimen of blood or other bodily fluids, or bullets or other foreign objects, and retain such for testing and/or evidence if in the county medical examiner's judgment these procedures are justified in order to complete the county medical examiner's investigation or autopsy.

A county medical examiner may perform or order an autopsy on the body of any person in a case involving a homicide; suspected homicide; a suicide; a violent, unnatural or suspicious death; an unexpected apparent natural death in an adult; sudden, unexpected infant and child deaths; deaths believed to represent a threat to public health or safety; and executed prisoners. When the county medical examiner decides to order an autopsy, the county medical examiner shall notify the district attorney general and the chief medical examiner. The chief medical examiner or the district attorney general may order an autopsy in such cases on the body of a person in the absence of the county medical examiner or if the county medical examiner has not ordered an autopsy.

PERFORMANCE GOALS

1. The County Medical Examiner's Office provides vital information that is needed by the family of the deceased, Public Health Department, law enforcement, and many other agencies.
2. Comprehensive investigations include selected death scene visits, postmortem examinations and/or autopsy with photographic and narrative documentation of various medical evidence, toxicology and serology, x-rays, and consultation in anthropology, odontology, or other specialties as needed.
3. In addition, the County Medical Examiner is responsible for the preparation of various reports and other documentation related to an individual's death, and subsequent expert medical testimony in judicial proceedings. This office is also actively involved in the training of area law enforcement personnel, medical institutions, and other interest groups.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 630,810	\$ 601,087	\$ 622,804	\$ 621,814
Employee Benefits	197,240	201,451	207,516	208,646
Operations	139,833	139,288	114,257	114,257
Total Expenditures	\$ 967,883	\$ 941,826	\$ 944,577	\$ 944,717

Authorized Positions	7	7	7	7
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PROGRAM COMMENTS

The administrative and investigative responsibilities of the County Medical Examiner are established by the "Post Mortem Examination Act" (Tennessee Code Annotated, Sections 38-7-101 through 38-7-117). This office is notified to investigate approximately 40% of the deaths occurring in Hamilton County each year. It is the goal of the Hamilton County Medical Examiner Office to provide vital information that is needed by the family of the deceased, Public Health Department, law enforcement, and other agencies in an effective, timely, and courteous manner. Some deaths, due to natural causes, in which the circumstances and medical history is known, require about one-half hour to document. Other deaths, due to natural causes or non-natural causes (accident, suicide, or homicide), in which the circumstances need to be further proven require between two hours to two weeks to investigate. The County Medical Examiner must rely on outside laboratory work for processing of collected evidence, which can take from two months to over a year to complete. The paperwork needed to document death investigations varies widely from case to case, and is often delayed due to pending laboratory reports. There are seven full time employees in the office who work together to cover the seven day twenty-four response to death investigation.

The State of Tennessee Chief Medical Examiner Office wants our office to fully investigate all medical examiner cases in which the injury occurs in Southeast Tennessee counties, Georgia, Alabama, and North Carolina, and due to medical transport and care at our regional health care facilities, the death subsequently occurs in Hamilton County. This approach is used in the Davidson County, Tennessee medical examiner office. Bruce Levy, MA, Chief State Medical Examiner for Tennessee and Davidson County Medical Examiner, without warning or discussion with our office, acted to change a significant portion of TCA Sections 38-7-101 through 38-7-119. One of the changes requires that all medical autopsies in Tennessee be done at a facility accredited by the National Association of Medical Examiners. We were unable to accomplish NAME accreditation by the deadline of July 1, 2009. Our office will need to be significantly upgraded and funded, or we will have to send our autopsies to a NAME accredited facility (Nashville or Knoxville).

Clerk & Master – 1002

FUNCTION

The Clerk & Master serves in the dual role of Clerk of the Chancery Court and the Master in Chancery for the Eleventh Judicial District of Tennessee. As Clerk, the officer exercises all of the duties and powers conferred upon clerks of court generally, which role is almost exclusively clerical, and law or orders of the court strictly define the powers exercised. As Master, the officer is a judicial officer clothed with many of the powers of a Chancellor. There is no question of Law or Equity, or disputed fact, which the Clerk & Master may not have occasion to decide, or respecting which the Clerk & Master may not be called upon to report his opinion to the Court.

PERFORMANCE GOALS

The goal of this office is to discharge the duties of the office diligently, honestly, impartially, courteously and efficiently.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 516,618	\$ 553,787	\$ 568,742	\$ 562,103
Operations	185,353	174,473	196,626	192,018
Total Expenditures	\$ 701,971	\$ 728,260	\$ 765,368	\$ 754,121

Authorized Positions	27	27	27	27
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PROGRAM COMMENTS

Our goal is to operate the Clerk & Master's office in an efficient manner and to serve the public to the best of our ability. We are confident that we can accomplish the task by working closely with our deputies through special training programs and the reorganization of job duties, to utilize their interests and talents. We believe this budget is minimal for the effective operation and maintenance of the Clerk & Master's office.

Circuit Court Clerk – 1003

FUNCTION

The Clerk of the Circuit Court maintains Circuit and Sessions Civil Courts. The Clerk is a state mandated constitutional official. The Clerk's responsibility is to aid the court by providing staff, which performs all the clerical functions for the courts. The Clerk is responsible for the management of all complaints, petitions, summons, orders and other documents relating to lawsuits filed with the court. The Clerk also handles the collection, receipt, and accounting for all litigation taxes, court costs, fines, fees, and restitution as ordered by the court. The Clerk also handles the collection and receipt, of civil warrants, detainer warrants, executions, garnishments, subpoenas and other related documents as assigned by law, and then prepares these reports for Hamilton County and the State of Tennessee. The Clerk collects and disburses child support payments as ordered by the Circuit Court Judges. The Clerk is also responsible for filing Orders of Protection, Judicial Hospital cases and Emergency Commitments.

The Circuit Court Clerk serves as Jury Coordinator (effective 01/01/09) and maintains current data on all prospective jurors and handles the empanelling of jurors for Circuit, Criminal and Chancery Courts.

The Parenting Coordinator for Hamilton County, who assists the courts and litigants in domestic cases with children, is also under the supervision of the Circuit Court Clerk.

PERFORMANCE GOALS

1. Serve the Judges, lawyers and citizens of the County in an efficient, attentive and courteous manner
2. Provide the most cost-effective service possible to the public and to members of the legal profession
3. Manage and process court documents with speed and accuracy
4. Collect litigation taxes, fees, fines and court costs as cases are concluded
5. Receipt and disburse collections timely
6. Prepare reports to the State of Tennessee in compliance with established guidelines
7. Research new technology that would increase the efficiency and decrease the cost of operation

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 761,953	\$ 799,387	\$ 828,346	\$ 820,833
Operations	275,987	274,629	284,770	284,770
Total Expenditures	\$ 1,037,940	\$ 1,074,016	\$ 1,113,116	\$ 1,105,603

Authorized Positions	41	41	41	41
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PROGRAM COMMENTS

Sessions Court and Circuit Court are fully automated. Both offices continue to make every effort to serve the public courteously and to explore new and better ways to deliver our services.

County Clerk – 1004

FUNCTION

The County Clerk is a constitutional officer and is elected by the voters for a term of four years. Duties of the office range from secretary to the County Commission to conducting a great deal of the state's taxation duties within the County. Included are collections and remittance to County of funds derived from Vehicle Title and Registration, collection of Beer Tax and issuance of Business, Driver and Marriage Licenses. The office also is required by State Air Pollution law to verify emission compliance prior to issuing vehicle registrations.

PERFORMANCE GOALS

To provide annual services mandated by the legislature including processing of motor vehicle transactions and the verification of motor vehicle emissions compliance. Also, miscellaneous tax transactions (business, marriage, hunting/fishing licenses, etc.) and serving as secretary to the County Legislative body. These functions represent more than \$28.3 million accounted for by the Clerk's office.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 1,381,722	\$ 1,297,513	\$ 1,470,063	\$ 1,344,107
Operations	254,246	326,085	355,550	378,487
Total Expenditures	\$ 1,635,968	\$ 1,623,598	\$ 1,825,613	\$ 1,722,594

Authorized Positions	72.5	73.63	72.63	73.63
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SERVICE ACCOMPLISHMENTS

	Actual 2008	Actual 2009	Projected 2010	Estimated 2011
<u>Motor Vehicle Division</u>				
Full Time Equivalent	46.4	45.6	48	48
Workload - # of transactions processed	347,946	328,766	349,000	352,000
Efficiency - # of transactions per FTE	6,756	7,205	6,800	6,850
Effectiveness - Accuracy % for all transactions	96.80%	96.80%	96.80%	97.00%

Miscellaneous Tax Division

Full Time Equivalent	11.5	11.5	9.5	9.5
Workload - # of transactions processed	36,181	35,386	22,000	22,000
Efficiency - # of transactions per FTE	3,146	3,077	2,315	2,358

County Commission Records

Full Time Equivalent	1.7	1.7	1.5	1.5
Workload - Research Tasks	310	287	300	320
Workload - Minutes sets produced	64	70	68	70
Workload - Units	374	357	368	390
Efficiency - # of Workload units per FTE	220	210	245.33	260
Effectiveness - Amount of time spent on research	79:31	26:35	30:00	30:00
Effectiveness - Average time per research item	2:34	0:56	1:00	0:56

PROGRAM COMMENTS

In providing services, our goal is to serve the public in a courteous and efficient manner. Also diligent enforcement of tax laws under our jurisdiction generates revenue for the general government. Revenue generated for County General government was \$5 million coming from administration of the Business Tax Act (BTA). The collection and enforcement of the BTA has been assumed by the Tennessee Department of Revenue (DOR). Clerk will continue to search for businesses and issue licenses. After payment certified, DOR collections will be shared with the local government. Clerk issues driver licenses, marriage licenses and receives motor vehicle title and registration applications. The branch office at Bonny Oaks provides easier access and greatly reduces the traffic and parking problems at the downtown Courthouse. Seventy-three percent of all walk-in tag & title and renewal work was processed at the Branch office. Of the 164,132 branch transactions, 97,999 were renewals. This is beneficial to the public, other Courthouse offices and courts. The public has been extremely complimentary of this extension of services provided by the Commission. The Courthouse location processed 52,398 walk-in transactions of which 32,724 were renewals. Internet transactions continue to increase rapidly from 50,286 in 2008 to 54,105 in 2009, a 7% increase. Since internet renewals began in 2001, we have processed more than 309,000.

We continue to transfer historic marriage records from microfilm to the data program. The "tickler file" on contract expirations and commission appointments that the Commission requested that we implement is beneficial to County Government as a whole.

Register – 1005

FUNCTION

The principal duty of the County Register's Office is to record deeds and other instruments required or allowed to be filed by law. Writings eligible for registration include deeds, powers of attorney, mortgages, marriage settlements, plats, military discharges, etc. The Register is responsible for collecting and accounting for all fees and taxes due as allowed by law. Excess fees are turned over to the County Trustee twice per year. 2009-2010 fiscal year excess fees collected were \$ 1,004,308.

PERFORMANCE GOALS

1. To record, process, and optically scan documents.
2. To provide electronic access to the public and commercial users.
3. To bill departments through the computer accounts receivable application.
4. To microfilm all records using TIFF images and converting them using archive writer software and hardware to rolls of microfilm.
5. To assist the public with information in a genuine and caring manner.
6. To print and track copies made by users from computer images. A program was written by our computer programmer/administrator, which calculates copy charges by a company's password and writes the total money due for all companies to the charge book/billing software.
7. To keep the general ledger, etc. with a computer application, and provide auditing capabilities remotely.
8. To work with all governmental departments exchanging information via the computer system to eliminate steps for the public and County governmental departments.
9. To deputize the GIS department's employees (located at the City/County Development Resource Office for permits and plat approval process) so that the public may complete the plat approval and recording process with our recording software at that location.
10. To provide a satellite office for the public's convenience for retrieving information and recording legal documents. The Register's Satellite Office is located by the Trustee's, Assessor's, & County Clerk's satellite offices. This satellite office opened in January 2001.
11. To provide an e-recording process. (Implemented in May 2006.)
12. To run computer software that is written, maintained and owned by Hamilton County Government.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 413,788	\$ 442,670	\$ 410,731	\$ 408,001
Operations	86,191	91,144	77,815	79,824
Total Expenditures	\$ 499,979	\$ 533,814	\$ 488,546	\$ 487,825

Authorized Positions	17	17	17	17
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SERVICE ACCOMPLISHMENTS

	Actual 2008	Actual 2009	Actual 2010	Estimated 2011
Documents Recorded	79,036	73,441	67,824	N/A
Excess Fees	1,733,297	1,171,706	1,004,308	1,000,000
Rolls of Film, estimated	63	52	47	N/A
5 books of 1,000 pages per 1 roll of film				

OFFICE HOURS

Courthouse

Open 7:30 a.m. until 5:00 p.m. (employees are scheduled 7:30-5:30) Monday – Friday open 50 hours during the regular workweek. Implemented this schedule on September 1, 1994. Employees work 4 day work week.

Satellite

8:00 a.m. until 4:00 p.m. Monday - Friday

PROGRAM COMMENTS

Remote access to the records offered since August 1998 for data and images from 7/1/1969 to present. Images have been back scanned behind the index to Book 1780 which dates back to 1968. Access available all hours of every day, except in the scheduled backup hours of 11PM – 3AM and for any maintenance requirements. The remote user base continues to grow daily. We presently have 226 remote access accounts and produced \$155,375 in remote fees for fiscal year 2009-2010.

Register's Office Training & Document Requirement Guide was written by our office and posted on our webpage at <http://register.hamiltontn.gov>. This guide is used by many Registers throughout the state. Many companies – instate and out – that prepare documents to be recorded in Tennessee, may use this manual. Local law firms and title companies are also using the guide as evidenced by their calls and references to the guide.

The electronic filing process was enabled in May of 2006. The Hamilton County Register's Office worked with the County's Information Technology Services department and helped in the creation of software that is used for the recording, information search, imaging, AR and certification of documents. This helped streamline the workflow for the office. This software was created and owned by Hamilton County Government and the new computer system went live on October 1, 2007. No maintenance fees are paid to third party software vendors for software or enhancements.

The Register's Office has had the same staff and no employee turnover for the last 8 years.

Pam Hurst is the Hamilton County Register of Deeds and took office September 1, 1994. She is currently serving her fifth term. The County seat is in Chattanooga, Tennessee.

Trustee – 1006

FUNCTION

The Trustee is the treasurer for the County and serves three primary functions: (1) collect all County property taxes; (2) keep a fair and regular account of all money received; and (3) invest temporary idle funds. The following are major funding sources handled by the Trustee: real property taxes, personal property taxes, state assessed property taxes, hotel-motel taxes, grants, state and federal government funding. The Trustee provides services to County General Government and the Board of Education.

PERFORMANCE GOALS

1. Promote convenient payment options
2. Upgrade bankruptcy system
3. Upgrade hotel/motel occupancy tax system
4. Encourage employee training

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 260,300	\$ 260,727	\$ 282,892	\$ 270,393
Operations	82,335	93,288	113,647	113,571
Total Expenditures	\$ 342,635	\$ 354,015	\$ 396,539	\$ 383,964

Authorized Positions	12	13	12.5	13
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SERVICE OBJECTIVES

1. Promote State Tax Relief program through media and civic organizations
2. Staff members to attend State Tax Relief seminar
3. Accept counter payments at 25 locations within Hamilton County
 - A. Trustee's Courthouse Office (Downtown)
 - B. Trustee's Satellite Office (Bonny Oaks)
 - C. First Tennessee Bank Branches
4. Credit Card and e-Check payments available on the internet
5. Tax records available to the public on the internet
6. Work with the County's Information Technology Department on new software programs
7. Electronic filing of bankruptcy claims
8. County Officials Certified Training Program offered by the University of Tennessee's Institute for Public Service.

SERVICE ACCOMPLISHMENTS

1. Tax relief applications are processed online resulting in faster processing of approvals and payments. In 2009, the State approved 3,404 applications for tax relief, which was up from 3,031 in 2008.
2. Currently, 92 percent of the Trustee's staff has received certified cash handling training.
3. The University of Tennessee Institute for Public Service has awarded Trustee Carl Levi and five (5) of his staff members the designation of Certified Public Administrator. Five other staff members are currently enrolled in the UT training program.

Assessor of Property – 1007

FUNCTION

The function of the Hamilton County Assessor of Property is to discover, list, classify and appraise all taxable property in the jurisdiction of Hamilton County, Tennessee for ad valorem (according to value) tax purposes. The Assessor of Property is responsible for keeping current information on the ownership and characteristics of all property; and to prepare and certify the assessment roll annually in accordance with administrative procedures and state law. It is imperative that we strive to perform the duties of the office and to provide the highest level of professional service and technical assistance to the citizens of Hamilton County on all matters relating to property values and assessment.

PERFORMANCE GOALS

1. Uniformity of standards, methods, and procedures, which will result in equality of assessment.
2. Appraise real and personal property to establish the proper base for applying the appropriate assessment ratio and tax rate.
3. Ensure that all property that should legally be on the county assessment roll is properly listed, classified and valued. To do this property must first be located and identified. This office will attempt to capture all new construction, additions and demolition of existing improvements as well as changes to land use and configuration. To accomplish this, personnel will track building permits, completion notices, property sales, zoning changes, and any other sources for information about property status. Field inspections of Hamilton County on a regular basis will help the Assessor keep records as up to date as possible with regard to property changes. Aerial photographs and accurately maintained maps are essential data.
4. Estimate fair market value for all property in the county. Fair market is defined as how much a property would sell for, in an open market, under normal circumstances. The laws governing the tax appraisal process in Tennessee are based upon the same principles and procedures that are used throughout the appraisal profession. There are three basic approaches to the valuation of real property:
 - a. The MARKET approach involves comparison of a property to other properties with similar characteristics that have recently been sold.
 - b. The COST approach involved estimating the replacement cost of a structure, and adjusting that estimate to account for depreciation.
 - c. The INCOME approach is an analysis of a property's value based on its capacity to generate revenue for the owner.
5. Reappraise Hamilton County on a four year cycle, as required by State law, to maintain appraisals at market value and to ensure equity of appraisals throughout the jurisdiction. Every county in Tennessee is on either a four, five, or six year cycle of reappraisal. Hamilton County's four year cycle consists of three years of comprehensive on-site reviews of every parcel of property in the county, followed by revaluation of all property in the fourth year.
6. Create and maintain an assessment roll detailing all county property, its owner, and its value. This roll, with preliminary, or tentative, assessments, is made available for public inspection in May. Property owners whose property has changed in value are notified by mail of those changes, and are given an opportunity to appeal any values they feel are inconsistent with the fair market value of their property. The County Board of Equalization, after hearing owners' appeals and ordering any changes they feel are warranted, makes the assessment roll final for the year. The Assessor of Property then turns the roll over to local taxing authorities.
7. Assist taxpayers with questions regarding property ownership, assessment, and recent property sales. The Assessor's office handles thousands of requests annually from current or prospective property owners, as well as from the real estate, legal, and banking communities.
8. Ensure timely replacement of current mainframe Computer Assisted Mass Appraisal System (CAMA) with a Windows based CAMA system. This will consist of converting the current data, training our staff and testing the functionality of a new system while maintaining the current system and continuing meet all standards required by the State of Tennessee.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 1,985,906	\$ 2,231,679	\$ 2,086,939	\$ 2,086,418
Employee Benefits	861,783	946,670	968,728	905,271
Operations	468,922	579,558	511,897	443,947
Total Expenditures	\$ 3,316,611	\$ 3,757,907	\$ 3,567,564	\$ 3,435,636

Authorized Positions	44.63	45.63	44.63	44.63
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District Attorney General – 1008

FUNCTION

Prosecute felony and state misdemeanor cases brought before the Sessions and Criminal Courts.
Prosecute juvenile delinquency cases brought before the Juvenile Court.
Conduct preliminary hearings.
Assist the Grand Jury by subpoenaing witnesses, preparing and scheduling dockets, preparing indictments and assisting with investigations.
Enhance the judicial system by implementing plans and procedures which will move court cases through the system as rapidly, efficiently, and effectively as possible – helping to alleviate jail overcrowding and reduce costs.
Supervise and assist local law enforcement in major felony investigations, as well as other relevant matters.
Represent victims of crime in victim compensation hearings.
Oversee the Victim Witness Assistance Program.
Enjoin public nuisances.
Advise the DUI Task Force.
Maintain and supervise the Child Protective Investigative Team, including the screening and prosecution of its cases.
Uphold procedures set forth in T.C.A 40-3-103 by maintaining an Economic Crime Unit for the purpose of processing fraudulent and/or worthless checks.
Transfer fugitives to this jurisdiction, from any location in the United States, for trial.
Locate missing witnesses - transporting them to and from court, as necessary.
Advise and educate the public concerning the Criminal Justice System, by striving to involve the community in the judicial system.
Properly train assistant district attorneys, as well as support personnel, in order to carry out the functions of this office.
Represent the public in parole hearings, as needed.

PERFORMANCE GOALS

The goal of the Office of District Attorney General is to vigorously, competently, efficiently and effectively, as well as fairly, prosecute individuals who choose to violate the criminal law in Hamilton County. In order to accomplish this primary objective, the District Attorney General has developed, and will continue to develop, an experienced and competent staff of criminal trial attorneys dedicated to this primary goal. The District Attorney General believes that effective prosecution of criminals, by his office, results in greater physical safety for the people of Hamilton County, both in their homes and on their streets. It is the goal of the District Attorney General that persons contemplating criminal activity in Hamilton County remain fully aware of the fact that his office will pursue and prosecute them to the fullest extent of the law.

The District Attorney's Office continues to contemplate and work toward implementing plans and procedures that will improve the judicial system. The judicial system's current caseload is overwhelming. However, the District Attorney General believes that an early case review system will shorten offender pretrial detention time, thus reducing jail over-crowding and costs. Early case review will enhance a more rapid movement of pending cases through the system by allowing immediate settlement or indictment.

The District Attorney General is in the process of implementing the goal of a vertical prosecution system. Vertical prosecution is the much preferred and most effective prosecution method in that it results in crime victims and law enforcement personnel dealing with the same prosecutor from the beginning of their case through to its completion. In addition, vertical prosecution eliminates much duplication of effort, reduces trial preparation time and establishes case responsibility from the beginning of the criminal process. This will result in a reduction of time required to bring cases to trial and reduce overcrowding in our jail by defendants awaiting trial or disposition of their cases.

County Election Commission – 1009

FUNCTION

The Hamilton County Election Commission is an entity expressly created and organized by the laws of the State of Tennessee. However, it is not a part of any political subdivision of the State. Although the Hamilton County Election Commission receives certain designated funding from the State, the primary source of funding for the Hamilton County Election Commission is the Hamilton County government. Nevertheless, the Hamilton County Election Commission is not an arm of the County government.

The Hamilton County Election Commission is comprised of five election commissioners. The election commissioners are appointed by the State Election Commission, after consultation with the legislative delegation from Hamilton County. The Hamilton County Election Commission is obligated by State law to fulfill various duties including but not limited to: approving an annual operating budget, certifying voting machines prior to elections, designation of polling places, designation of precinct boundaries, appointment of poll workers and certifying election results.

The chief administrative officer of the Hamilton County Election Commission is the Administrator of Elections, who is appointed by and who serves at the collective pleasure of the five commissioners. The Administrator is responsible for the daily operations of the Hamilton County Election Commission and the execution of all elections. State law sets forth certain specific duties of the Administrator, including the employment of all office personnel.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 932,089	\$ 1,118,342	\$ 888,062	\$ 1,026,887
Employee Benefits	281,034	298,334	317,580	327,223
Operations	285,222	364,411	256,796	312,315
Total Expenditures	\$ 1,498,345	\$ 1,781,087	\$ 1,462,438	\$ 1,666,425

Authorized Positions	25	25.5	25.5	25.5
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DUTIES AND RESPONSIBILITIES

1. Conduct each election fairly, honestly and accurately
2. Maintenance of voter registrations records
3. Campaign Financial Disclosures and Reports

SERVICE OBJECTIVES

1. Continue diagnostics and maintenance inspections of voting equipment to ensure accuracy
2. Institute procedures to ensure the office is in full compliance with the Help America Vote Act of 2002, verification of polling place accessibility for the handicapped, and provisional voting procedures for the 2010 – 2011 election cycle
3. Voter verification and confirmation process on a monthly basis

SERVICE ACCOMPLISHMENTS

1. Installation of a new voter registration system done through the County ITS Department
2. Conducted high school voter registration drives at 20 public and private high schools; 744 students registered; 322 applications pending 18th birthday
3. Modified polling procedures to simplify process for workers and voters
4. Modified the procedure for conducting a back-up of data on a daily, weekly, end-of-the-month, and yearly basis, thereby enabling the staff to more efficiently access information as of a specific time frame
5. Changed one voting precincts to help better serve the voters
6. We implemented several special phone lines from the precincts to our office so that the officers of election could better access our office on Election Day to get help with problems
7. We implemented a new system on how we do our ballot outlay with a check and balance system to hold down mistakes
8. We have two staff members that are on the State Paper Ballot Rules Committee
9. We have tested and repaired 25 machines for the upcoming 2010 - 2011 election cycle

<u>Division Functions</u>	<u>% of Total Workload</u>
Voter Registration	15%
Voter Maintenance	15%
Voter Education	10%
Conduct Elections	50%
Miscellaneous Functions	10%

<u>Quantitative Measures of Functions</u>	<u>Actual FY 2008</u>	<u>Actual FY 2009</u>	<u>Actual FY 2010</u>	<u>Estimated FY 2011</u>
Number of Registered Voters (Active)	205,382	207,014	210,082	213,000
Number of Presentations	0	2	2	1
Number of Elections Held	3	2	3	1
Number of Schools of Instruction Conducted	6	2	4+	1
Number of Address Verifications mailed	17	11	32	75
Number of Address Confirmations mailed	3,000	2,200	2,654	2,500

*State law requires that the County Election Commission implement an address verification program to be conducted at least on a biennial basis, but may do so annually. The first program was implemented in the fall of 2001; in the spring of 2003, the program was modified and completed. Periodic mailers are sent if information provided by the Postal Service indicates a change in the voter's address.

Criminal Court Clerk – 1010

FUNCTION

The Hamilton County Criminal Court Clerk is a constitutional officer and is elected every four years. Gwen Tidwell was first elected to this position in 1994, and has served continuously since that time.

The Criminal Court Clerk's office is divided into three major departments: Criminal Court, General Sessions Court, and Delinquent Collections. The Criminal Court Clerk maintains all of the records for the three Criminal Courts and the five courts for the criminal division of General Sessions Court. This record keeping includes the statutory duties of collecting and dispersing court costs and fines, along with providing staff for the courts and performing all clerical functions of the courts. The Criminal Court Clerk's office handles and prepares the records for all criminal offenses brought before the General Sessions Courts and Criminal Courts in Hamilton County from the initial arrest through the appeals process in the Appellate Courts and Supreme Courts. The Delinquent Collection division was begun as an effort to aid in the collection of unpaid court costs and fines. The success of this division allows it to be completely self-supporting and it uses no public funds for salaries, benefits, or general office supplies.

The Criminal Court Clerk's offices are fully automated and utilize various electronic systems. The work load of the Criminal Courts and General Sessions Courts is determined by the various law enforcement agencies through their arrests and citations. Currently, the Criminal Court Clerk's office handles over 60,000 cases each year with a staff of about 65 persons.

We work closely with all local law enforcement agencies such as the Sheriff's Department, the Highway Patrol, The Tennessee Bureau of Investigation, The University of Tennessee at Chattanooga Security, the Airport Police, Chattanooga Housing Authority, Tennessee Wildlife Resource Agency, the City of Chattanooga Police Department, and all other municipal police agencies.

The goals and objectives of the Criminal Court Clerk's office are to serve the general public, attorneys, law enforcement, and our Judges with courtesy and efficiency – always keeping in mind cost effectiveness. This year we amended our new computer aided record keeping system which continues to improve both the availability of statistical data and the speed and accuracy with which the data is entered. We began accepting credit card payments in person and over the phone and we continue to look forward to the ability to accept credit card payments over the internet. We continue to strive for broader access to our public documents, and increased electronic reporting to state and federal agencies.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Benefits	\$ 1,028,677	\$ 1,078,278	\$ 1,169,122	\$ 1,143,904
Operations	134,123	115,099	237,555	237,555
Total Expenditures	\$ 1,162,800	\$ 1,193,377	\$ 1,406,677	\$ 1,381,459

Authorized Positions	63.63	65.13	65.13	65.13
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Public Defender – 1012

FUNCTION

Pursuant to T.C.A. Section 8-14-204, the office of the District Public Defender has the duty of representing indigent persons when appointed by the Court in any criminal prosecution or other proceeding involving a possible derivation of liberty including habeas corpus or other post conviction proceedings, juvenile proceedings, and appellate proceedings. Indigence is determined by the Judges of the various courts and clients are accepted only by court appointment.

The primary function of the office of District Public Defender is to provide effective and competent legal representation of indigent defendants in the various courts of Hamilton County, Tennessee (Criminal Courts Division I, II and III, Hamilton County General Sessions Court, Hamilton County Juvenile Court, and the City Courts of Collegedale, East Ridge, Soddy-Daisy, Red Bank, Lookout Mountain, Signal Mountain, and Walden). The duties include counseling, advising, and representing clients on pre-trial matters, at trial, and on appeal to the appellate courts of this State. The office also handles detention hearings, adjudicatory hearings, and disposition hearings in Juvenile Court. In order to accomplish these objectives, the attorneys and staff must properly investigate the facts of each case, interview witnesses, prepare documents, prepare court presentations, and provide adequate legal research in support of the foregoing.

PERFORMANCE GOALS

Poverty is not an excuse to provide less than competent representation.

The office of the District Public Defender must efficiently and effectively provide high-quality, zealous, conflict-free representation to those charged with crimes who cannot afford to hire an attorney. To meet this goal, this office wishes to apply the *ABA Ten Principles of a Public Defense Delivery System*, adopted February 2002 which state that:

1. The public defense function, including the selection, funding, and payment of defense counsel, is independent.
2. Where the caseload is sufficiently high, the public defense delivery system consists of both a defender office and the active participation of the private bar.
3. Clients are screened for eligibility, and defense counsel is assigned and notified of appointment, as soon as feasible after clients' arrest, detention, or request of counsel.
4. Defense counsel is provided sufficient time and a confidential space within which to meet with the client.
5. Defense counsel's workload is controlled to permit the rendering of quality representation.
6. Defense counsel's ability, training, and experience match the complexity of the case.
7. The same attorney continuously represents the client until completion of the case.
8. There is parity between defense counsel and the prosecution with respect to resources and defense counsel is included as an equal partner in the justice system.
9. Defense counsel is provided with and required to attend continuing legal education.
10. Defense counsel is supervised and systematically reviewed for quality and efficiency according to nationally and locally adopted standards.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 282,060	\$ 296,268	\$ 314,190	\$ 313,185
Employee Benefits	115,771	123,304	145,998	149,377
Operations	28,056	34,968	45,846	37,022
Total Expenditures	\$ 425,887	\$ 454,540	\$ 506,034	\$ 499,584

Authorized Positions	8	10	10	10
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SERVICE ACCOMPLISHMENTS

	Actual FY 2008	Actual FY 2009	Actual FY 2010	Estimated FY 2011
Opened Cases	7,366	6,988	6,739	N/A
Opened Charges	17,902	18,222	16,616	N/A
Closed Charges	16,722	16,661	14,626	N/A

PROGRAM COMMENTS

In 1992, the Tennessee legislature amended Title 16, Chapter 2, Part 5 of Tennessee Code Annotated and added the following section: "From and after July 1, 1992, any increase in the number of authorized assistant district attorney positions or increase in local funding for positions or office expense shall be accompanied by an increase in funding of seventy-five percent (75%) of the increase in positions or funding to the office of the public defender in such district for the purpose of indigent criminal defense." (T.C.A. 16-2-518). This office thanks the Commission for such funding. Without this funding the office would not be able to handle the workload in a competent, effective, and efficient manner.

Board of Equalization – 1013

FUNCTION

The Hamilton County Board of Equalization is the first level of administrative appeal for all complaints regarding the assessment, classification and valuation of property for tax purposes. It consists of five property owners selected from different parts of Hamilton County to serve two year terms. The Board convenes the first day of June each year and remains in session until that year's equalization is complete. The Assessor of Property works closely with the County Board of Equalization. A representative from the Assessor's Office must sit with the County Board of Equalization at all hearing of value protests.

The Board historically has many more appeals during the year of reappraisal

PERFORMANCE GOALS

1. Carefully examine, compare and equalize Hamilton County assessments and act in a timely manner.
2. Assure that all taxable properties are included on the assessment rolls.
3. Eliminate from the assessment rolls such property as is lawfully exempt from taxation.
4. Hear complaints of taxpayers who feel aggrieved on the account of excessive assessments of their property.
5. Decrease the assessments of such properties as the board determines have been excessively assessed.
6. Increase the assessments of such properties as the board determines are under assessed; provided, that owners of such properties are duly notified and given an opportunity to be heard.
7. Correct such errors arising from clerical mistakes or otherwise that may come or be brought to the attention of the board.
8. Take whatever steps are necessary to assure that assessments of all properties within its jurisdiction conform to laws of the state and the rules and regulations of the State Board of Equalization.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 340	\$ 2,750	\$ 5,000	\$ 5,000
Total Expenditures	\$ 340	\$ 2,750	\$ 5,000	\$ 5,000

General Sessions Court – 1014

FUNCTION

The five General Sessions Court Judges, on a rotating basis, preside over the Civil and Criminal Divisions of General Sessions Court. They hear civil cases with jurisdiction up to \$25,000. They are responsible for hearing all landlord-tenant litigation and have unlimited jurisdiction in replevin cases.

PERFORMANCE GOALS

1. To hear impartially those cases coming before the General Sessions Judges and to render judgments accordingly.
2. To handle increasing caseloads in a timely fashion with as little inconvenience as possible to attorneys, litigants, officers and defendants.
3. To work with the Sheriff, the District Attorney General and Criminal Court Judges to reduce overcrowding in the County jail and County workhouse.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 869,608	\$ 889,680	\$ 917,961	\$ 917,961
Employee Benefits	247,451	257,266	271,022	265,517
Operations	39,759	52,084	51,801	51,301
Total Expenditures	\$ 1,156,818	\$ 1,199,030	\$ 1,240,784	\$ 1,234,779

Authorized Positions	8	8	8	8
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Juries – 1015

FUNCTION

The function of the Jury is to try and determine, by a true and unanimous verdict, any question or issue of fact, according to law and the evidence as given them in the court.

PERFORMANCE GOALS

The performance objective of the Jury is to render a fair and impartial verdict, according to law and the evidence.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Jury Fees	\$ 197,355	\$ 159,151	\$ 210,000	\$ 162,340
Operations	12,323	25,415	20,000	20,000
Total Expenditures	\$ 209,678	\$ 184,566	\$ 230,000	\$ 182,340

PROGRAM COMMENTS

The Court impanels 96 jurors to serve for a two-week period. The jurors are paid only for the number of days served. A code-a-phone is used to notify jurors if their service is needed for the following day. Non-jury matters are tried during the month of August.

Criminal Court Judges – 1017

FUNCTION

To administer justice in the courts as efficiently as possible.

PERFORMANCE GOALS

1. To achieve justice as far as humanly possible but also as efficiently as possible, by the best means available including the use of modern equipment and at the least possible expense.
2. To achieve justice in a way to cause the least inconvenience to citizens of the county who must attend court as jurors, witnesses and even parties who may be innocent.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 112,710	\$ 114,515	\$ 114,516	\$ 114,516
Employee Benefits	54,120	57,554	60,713	60,026
Operations	26,962	23,213	26,050	26,050
Total Expenditures	\$ 193,792	\$ 195,282	\$ 201,279	\$ 200,592

Authorized Positions	3	3	3	3
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PROGRAM COMMENTS

Three (3) bailiffs are the only positions funded by Hamilton County. There are nine (9) other employees who work for this department, but their positions are fully funded by the State of Tennessee.

Chancery Court Judges – 1018

FUNCTION

Provide for the peaceful resolution of civil disputes. The Court handles cases involving domestic relations, worker's compensation, estates, trusts, contracts, review of administrative action of governmental agencies and boards, collection of delinquent taxes, guardianships, and conservatorships, dissolution of partnerships and corporations, enforcement of liens, boundary lines, breach of contract, fraud, election contests, and other matters of a civil nature.

PERFORMANCE GOALS

The speedy resolution of matters submitted to the Court, after a full hearing so that both sides of a dispute have an opportunity to present evidence relevant to the dispute, is the primary objective of the Chancery Court.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Operations	\$ 5,783	\$ 5,823	\$ 12,000	\$ 12,000
Total Expenditures	\$ 5,783	\$ 5,823	\$ 12,000	\$ 12,000

PROGRAM COMMENTS

Hamilton County provides space, equipment, utilities, furnishings, and supplies for the Court.

Circuit Court Judge Jacqueline S. Bolton – 10191

FUNCTION

The Hamilton County Circuit Court is a state court of record with civil jurisdiction serving the people of Hamilton County. Both jury and non-jury cases are tried in the Circuit Court, which consists of suits for damages, domestic relations cases, hearings on protective orders, adoptions, worker's compensation cases, etc.

PERFORMANCE GOALS

The objective is to keep the docket current to ensure that each person is able to have a timely, fair and impartial trial.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 37,297	\$ 37,878	\$ 37,879	\$ 37,000
Employee Benefits	18,089	19,031	20,171	14,303
Operations	13,075	10,343	8,350	11,944
Total Expenditures	\$ 68,461	\$ 67,252	\$ 66,400	\$ 63,247

Authorized Positions	1	1	1	1
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PROGRAM COMMENTS

The judge is elected to an eight-year term, which will expire in the year 2014. The domestic relations cases which they decide and which involve children are subject to a pilot program which began statewide in the year 1997. That program is designed to reduce the litigious nature of divorces in order to reduce the adverse impact of that atmosphere upon the children. The pilot program in Hamilton County has become the model for the remaining counties in the state.

Circuit Court Judge Jeff Hollingsworth – 10192

FUNCTION

The Hamilton County Circuit Court is a state court of record with civil jurisdiction serving the people of Hamilton County. Both jury and non-jury cases are tried in the Circuit Court, which consists of suits for damages, domestic relations cases, hearings on protective orders, adoptions, worker's compensation cases, etc.

PERFORMANCE GOALS

The objective is to keep the docket current to ensure that each person is able to have a timely, fair and impartial trial.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 36,735	\$ 37,352	\$ 37,352	\$ 37,352
Employee Benefits	13,193	13,691	14,174	13,951
Operations	7,563	5,426	8,349	8,349
Total Expenditures	\$ 57,491	\$ 56,469	\$ 59,875	\$ 59,652

Authorized Positions	1	1	1	1
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PROGRAM COMMENTS

The judge is elected to an eight-year term, which will expire in the year 2014. The domestic relations cases which they decide and which involve children are subject to a pilot program which began statewide in the year 1997. That program is designed to reduce the litigious nature of divorces in order to reduce the adverse impact of that atmosphere upon the children. The pilot program in Hamilton County has become the model for the remaining counties in the state.

Circuit Court Judge Marie Williams – 10193

FUNCTION

The Hamilton County Circuit Court is a state court of record with civil jurisdiction serving the people of Hamilton County. Both jury and non-jury cases are tried in the Circuit Court, which consists of suits for damages, domestic relations cases, hearings on protective orders, adoptions, worker's compensation cases, etc.

PERFORMANCE GOALS

The objective is to keep the docket current to ensure that each person is able to have a timely, fair and impartial trial.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 36,278	\$ 36,888	\$ 36,888	\$ 36,888
Employee Benefits	8,532	12,890	13,014	12,793
Operations	4,518	7,350	8,349	8,349
Total Expenditures	\$ 49,328	\$ 57,128	\$ 58,251	\$ 58,030

Authorized Positions	1	1	1	1
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PROGRAM COMMENTS

The judge is elected to an eight-year term, which will expire in the year 2014. The domestic relations cases which they decide and which involve children are subject to a pilot program which began statewide in the year 1997. That program is designed to reduce the litigious nature of divorces in order to reduce the adverse impact of that atmosphere upon the children. The pilot program in Hamilton County has become the model for the remaining counties in the state.

Circuit Court Judge Neill Thomas, III – 10194

FUNCTION

The Hamilton County Circuit Court is a state court of record with civil jurisdiction serving the people of Hamilton County. Both jury and non-jury cases are tried in the Circuit Court, which consists of suits for damages, domestic relations cases, hearings on protective orders, adoptions, worker's compensation cases, etc.

PERFORMANCE GOALS

The objective is to keep the docket current to ensure that each person is able to have a timely, fair and impartial trial.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 37,739	\$ 38,302	\$ 38,303	\$ 38,303
Employee Benefits	22,385	23,616	25,076	24,846
Operations	8,368	14,859	8,349	8,349
Total Expenditures	\$ 68,492	\$ 76,777	\$ 71,728	\$ 71,498

Authorized Positions	1	1	1	1
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PROGRAM COMMENTS

The judge is elected to an eight-year term, which will expire in the year 2014. The domestic relations cases which they decide and which involve children are subject to a pilot program which began statewide in the year 1997. That program is designed to reduce the litigious nature of divorces in order to reduce the adverse impact of that atmosphere upon the children. The pilot program in Hamilton County has become the model for the remaining counties in the state.

Judicial Commission – Magistrate – 1023

FUNCTION

Under Resolution 119-25, the County Commission appointed four Judicial Commissioners to assist in relieving the over-crowding that presently exists in the Hamilton County Jail. The scope of Judicial Commissioner's duties include: setting bonds or releasing defendants on their own recognizance under the guidelines of TCA Section 40-11-101, et seq; reviewing warrantless arrests, determining probable cause, and issuing arrest warrants in those cases; to issue mittimus following compliance with the procedures prescribed by TCA Section 40-5-103, and appointing attorneys for indigent defendants in accordance with applicable law and guidelines established by the presiding judge of the General Sessions Court.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 232,076	\$ 267,385	\$ 262,570	\$ 254,452
Employee Benefits	78,838	83,978	81,302	70,304
Operations	22,709	20,943	28,000	28,000
Total Expenditures	\$ 333,623	\$ 372,306	\$ 371,872	\$ 352,756

Authorized Positions	4	4	4	4
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Juvenile Court / Juvenile Judge – 1061

FUNCTION

The Juvenile Court of Hamilton County is the official assembly for transactions of judicial business and the administration of justice as mandated by local, state, and federal law in juvenile matters. Children are referred to the Juvenile Court for reasons of delinquency, status offenses (truancy & runaway), and dependency/neglect issues. Presently, Hamilton County Juvenile Court hears more than 7,500 new cases per year and maintains over 15,000 open cases. Habilitation and rehabilitation of youth and preservation of the family unit remain the philosophical goal of the Hamilton County Juvenile Court.

PERFORMANCE GOALS

1. To expedite judicial processing of all complaints
2. To protect the needs of youth referred to the court
3. To reduce the number of youth who recidivate to criminal behavior
4. To protect youth in a state of dependency and/or neglect
5. To divert from judicial intervention those cases meeting pre-defined criteria
6. To maintain data and records for evaluation and planning of court services

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	2,232,842	2,367,160	\$ 2,447,430	\$ 2,453,893
Employee Benefits	976,461	1,038,393	1,259,930	1,251,368
Operations	179,026	174,163	200,992	194,852
Total Expenditures	\$ 3,388,329	\$ 3,579,716	\$ 3,908,352	\$ 3,900,113

Authorized Positions	55	56	56	56
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Juvenile Court / Detention Center – 1062

FUNCTION

The Hamilton County Juvenile Detention Center is a pre-adjudicatory temporary holding facility for juveniles charged with delinquent and runaway offenses. Juveniles held in the detention center are required to take part in the educational program and to participate in daily tasks. The detention center is in operation, twenty-four (24) hours a day, 365 days per year. Approximately two thousand (2,000) children come through the facility each year.

PERFORMANCE GOALS

1. Because the Juvenile Detention Center is a temporary holding facility, the primary goal is to provide a safe and secure facility for children who are being detained prior to court hearings
2. The Center functions as an extension of the court and is unable to provide correctional treatment, however, an active educational program is provided, as well as crisis intervention, which could lead to a community referral for family assistance
3. To maintain high standards and protocol in the orderly, structured daily operation of the detention center

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 1,106,213	\$ 1,153,454	\$ 1,261,032	\$ 1,271,850
Employee Benefits	521,050	540,491	602,364	588,501
Operations	215,528	218,349	236,645	235,050
Total Expenditures	\$ 1,842,791	\$ 1,912,294	\$ 2,100,041	\$ 2,095,401

Authorized Positions	35	35	35	35
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Juvenile Court / IV-D Child Support – 1063

FUNCTION

The IV-D Department of the Juvenile Court is responsible for hearing all cases pertaining to the obtaining of delinquent collections from absent parents. Funds collected for children on Aid to Financially Dependent Children (AFDC) are forwarded to the Department of Human Services to offset those State costs. The Court hearings from this department involve legitimacy, paternity suits, visitations, and contempts. Assistant District Attorneys handle cases from other states as well as cases involving child support matters in Chancery Court or Circuit Court. Due to computerization, the program is linked to similar programs across the nation making accessibility of child support easier for custodians of children.

PERFORMANCE GOALS

To hear all cases in a timely fashion brought to obtain child support from absent parents.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 382,492	\$ 387,010	\$ 387,310	\$ 387,610
Employee Benefits	148,967	153,765	157,148	158,970
Operations	41,985	50,933	90,050	90,050
Total Expenditures	\$ 573,444	\$ 591,708	\$ 634,508	\$ 636,630

Authorized Positions	8	8	8	8
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PROGRAM COMMENTS

In FY 2002 the State of Tennessee began processing the Child Support collections of Hamilton County's Juvenile Court.

Juvenile Court Volunteer Services – 1064

FUNCTION

The Volunteer Service department utilizes approximately 70 volunteers throughout the Court system. Volunteers are recruited, and trained for placements with all types of children. The Auxiliary Probation Officer (APO) program assists in monitoring in-home detention as well as children on probation. The Foster Care Review Board reviews every foster child's case and provides recommendations to the Court for future planning. The board reviews more than 1,000 cases per year.

PERFORMANCE GOALS

1. To recruit, train, and supervise volunteers for services to the Court
2. To make recommendations to the Court regarding future planning for children
3. To provide informed community representatives who will raise awareness on juvenile issues
4. To provide a positive role model for children and families coming into the system
5. To protect children classified as "high risk" for abuse, delinquency or neglect

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 76,880	\$ 80,196	\$ 80,196	\$ 80,196
Employee Benefits	35,541	37,845	40,279	39,799
Operations	17,891	18,042	18,650	18,650
Total Expenditures	\$ 130,312	\$ 136,083	\$ 139,125	\$ 138,645

Authorized Positions	2	2	2	2
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Juvenile Court Youth Corrections – 1065

FUNCTION

The function of the Intensive Probation program is to provide monitoring for high risk juveniles who have been adjudicated delinquent. Typically these children are previous multiple offenders who pose a high risk of recidivism. The juveniles would normally be committed to the Tennessee Department of Youth Development for rehabilitation. However, due to the intervention of the Intensive Probation Program these juveniles can be safely maintained in the community. Intensive Probation works with approximately 100 children per year providing monitoring, mentoring and other services.

PERFORMANCE GOALS

1. Three contacts are made with the child each week
2. Reduce the number of children committed to the Department of Youth Development by providing intensive community monitoring
3. Assist in improving each child's academic performance

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 187,568	\$ -	\$ -	\$ -
Employee Benefits	85,728	-	-	-
Operations	19,869	21	-	-
Total Expenditures	\$ 293,165	\$ 21	\$ -	\$ -

Authorized Positions 5 - - -
Due to State funding cuts, this program was terminated as of July 1, 2008.

Juvenile Court CASA – 1066

FUNCTION

The Court Appointed Special Advocates (CASA) are trained community volunteers appointed by the Judge or Referee to represent the best interests of abused and neglected children in court. The CASA provides the judge with a carefully researched background investigation of the child and their circumstances. Additionally the CASA serves as the child's advocate in dealing with agencies and court personnel, to make sure that the child's unique needs are not overlooked, and that his/her interests remain of paramount concern in the care planning process.

Hamilton County CASA presently utilizes 21 volunteers who have intervened in over 481 cases. This year 40 new children have already been served. Program volunteers contribute an average of 118 hours per month. Hamilton County CASA is a member and partially funded by the Tennessee CASA association. Additional funding is received from the national CASA associations.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 42,348	\$ 46,006	\$ 46,006	\$ 46,306
Employee Benefits	17,978	23,541	26,822	26,612
Operations	3,513	4,815	6,250	6,250
Total Expenditures	\$ 63,839	\$ 74,362	\$ 79,078	\$ 79,168

Authorized Positions 1 1 1 1

Juvenile Court Youth & Alcohol – 1067

FUNCTION

This department facilitates the State Youth Highway Safety Program. The program addresses issues related to juvenile drinking and drug usage. All individuals convicted in a drug or alcohol offense must complete this program.

Expenditures by type	Actual 2008	Actual 2009	Budget 2010	Budget 2011
Employee Compensation	\$ 37,794	\$ 39,498	\$ 39,548	\$ 39,598
Employee Benefits	13,405	18,637	14,672	25,132
Operations	1,266	1,802	3,100	3,100
Total Expenditures	\$ 52,465	\$ 59,937	\$ 57,320	\$ 67,830

Authorized Positions	1	1	1	1
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