

Report on the Business of the Court of Common Pleas
of Westmoreland County, Pennsylvania

2019

Court of Common Pleas
of Westmoreland County, Pennsylvania

COURT OF COMMON PLEAS

President Judge: Honorable Rita Donovan Hathaway
Associate Judges: Honorable Christopher A. Feliciani
Honorable Michele G. Bononi
Honorable Chris Scherer
Honorable Meagan Bilik-DeFazio
Honorable Scott O. Mears, Jr.
Honorable Harry F. Smail, Jr.
Honorable Timothy A. Krieger
Honorable Jim Silvis

Senior Judges: Honorable John J. Driscoll
Honorable Richard E. McCormick, Jr.
Honorable Anthony G. Marsili

OFFICE OF THE COURT ADMINISTRATOR

District Court Administrator: Amy Mears DeMatt, Esq.
Deputy Court Administrator: Tami Silvis, MSJA

MISSION STATEMENTS

COURTS

To provide judicial services to the citizens of Westmoreland County in all areas of the law including civil, criminal, family, juvenile, and orphans' court and to respond to changing societal needs by an appropriate allocation of resources.

COURT ADMINISTRATOR'S OFFICE

To support the Westmoreland County courts and court departments in all administrative areas, and to coordinate Judicial Branch operations in the Tenth Judicial District of Pennsylvania.

TENTH JUDICIAL DISTRICT OF PENNSYLVANIA

This report covers the operations of the Tenth Judicial District of Pennsylvania, the local operation of the Unified Judicial System located in Westmoreland County consisting of:

1. The Court of Common Pleas of Westmoreland County with Eleven Court of Common Pleas Judges and Staff
2. Seventeen Magisterial District Courts and Judges
3. The Office of the Court Administrator
4. The Westmoreland County Adult Probation and Parole Department
5. The Westmoreland County Domestic Relations Section
6. The Westmoreland County Juvenile Probation Department
7. The Westmoreland County Citizens' Law Library

CIVIL COURT

Judge Chris Scherer
Judge Harry F. Smail, Jr.

Civil cases, estates, and guardianship cases are assigned on a rotational basis. Each judge maintains an individual calendar. The judge's personal staff schedules most case events; the Deputy Court Administrators schedule civil trials, estate audits, and arbitration; assist with the administration of all Orphans' Court matters; and purge civil cases. The following are key statistical indicators:

CIVIL STATISTICS

CIVIL STATISTICS	2017	2018	2019
New Civil Cases Docketed	1803	1488	2145
Arbitration Awards	84	83	91
Beginning Year Balance of Civil Cases	2239	2453	2341
Civil Cases Disposed	2339	1635	1799
Total Civil Pending at End of Year	1703	2306	2687

In the spring of 2014, the Chief Justice of Pennsylvania asked Court Administrators across the state to review the pending civil caseload and conclude data clean-up efforts including administrative purges pursuant to Rule of Judicial Administration 1901 by June, 2014. The civil division of the Court Administrator's office continues to work diligently to review and dispose of civil cases due to inactivity. The new computer program developed to help track cases that are two years and older from the date of filing has assisted the Civil Judicial Law clerks in coordination with the Civil Court Administrator a monthly review of cases for inactivity. This process ensures that cases progress to their conclusion in a timely manner and that the pending civil caseload is consistently less than the required 25%.

ESTATE AND GUARDIANSHIP STATISTICS

ORPHANS' COURT ESTATES	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	117	110	103	99	99
New cases	219	195	188	175	157
Cases Disposed	226	202	192	175	227
End of Year Balance of Cases	110	103	99	99	29

ORPHANS' COURT GUARDIAN	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	48	47	54	51	21
New cases	73	85	80	90	98
Cases Disposed	74	78	83	120	103
End of Year Balance of Cases	47	54	51	21	16

The Estate and Guardianship statistics have remained fairly consistent over the past five years.

CRIMINAL COURT:

President Judge Rita Donovan Hathaway
 Judge Christopher A. Feliciani
 Judge Meagan Bilik-DeFazio
 Judge Timothy A. Krieger

Judges assigned to hear criminal matters are scheduled cases geographically. Trial-ready cases are assigned from a pool of available cases. Homicides are assigned individually on a rotational basis. Court arraignments, and fast track pleas and ARD's are scheduled by the magisterial district judges. Other events are scheduled by the court administrator. In 2017, the criminal court continued its scheduling with an individual trial calendar. All cases assigned geographically to a judge will be handled by that judge from receipt at Common Pleas level through trial.

CRIMINAL COURT STATISTICS

CRIMINAL FILINGS	2015	2016	2017	2018	2019
New cases bound over to C.P.	5893	6334	5719	5316	5585
Fast Track Pleas and ARDs Disposed	3914	4775	4292	3927	4378
Fast Track DUIs Scheduled	790	800	625	774	594

	2015	2016	2017	2018	2019
Jury Trial	31	21	33	20	33
Non-Jury Trial	28	28	22	49	35
Guilty Plea	3923	4046	4400	3960	3961
Dismissal Rule 586	56	53	60	36	54
Dismissed	120	115	135	118	151
Dismissed Speedy Trial	0	0	1	3	2
Nolle Pros	154	202	246	215	139
ARD	867	927	868	875	784
Drug Court		64	38	90	110
Declared Inactive	671	668	897	811	747
Other/Uncategorized Dispositions ¹	160	299	277	158	212
Summary Appeals Disposed	511	784	696	634	550
Total Cases Disposed	5420	5761	6059	5524	5474
End of Year Cases Pending	2899	3130	2807	2669	2865

In the face of a minimal increase in filings, the number of cases pending at the end of the year increased minimally over the 4 year period between 2015 and 2019. The number of cases disposed by trial (including jury and non-jury trials) has increased since the inception of the individual calendar system. The number of total cases disposed has remained fairly consistent over the past three years.²

¹ “Uncategorized” dispositions are cases that have been disposed where there has been a case processing error in categorizing the disposition. For report and caseload purposes, these cases are disposed and are no longer included in the pending Common Pleas criminal caseload.

² 2017 showed a larger number of cases disposed due to processing errors and declaration of inactivity.

COLLECTIONS

The Clerk of Courts is responsible in Westmoreland County for collecting Restitution, Fines, Fees, Costs, and other revenues associated with criminal cases. The following table includes most collections by the Clerk of Courts in 2018 and 2019.

CLERK OF COURTS' COLLECTIONS

	2018	2019
Restitution	1,296,396	1,225,024
Fines	489,472	473,964
Electronic Monitoring Fees	529,811	551,019
Supervision Fees (State)	539,973	521,439
Supervision Fees (County)	539,899	520,572
ARD Fees	175,434	226,137
Drug Education Fee	107,448	100,140
Sheriff Costs	37,008	32,309
MDJ Costs	69,703	68,612
Constable Costs	4,786	3,425
Appeals	23,107	21,28
Local Computer Surcharge Fee	13,683	13,665
Judgment Filing Fee	44,126	45,593
Expungements	21,989	42,262
Licenses	6,246	4,735
Pre-Trial Services Fees	11,776	9,095
Judgment Satisfactions	8,516	8,494
Extradition Fees	6,629	1,610
Juvenile EM Fees	4,191	3,035
District Attorney Costs	1,217	864
Witness Fees	1,628	1,187
Miscellaneous Revenues	2,285	2,705
Interest	0	0
Record Checks	506	154
Domestic Violence Fee	215	138
TOTAL COLLECTIONS	3,936,043	3,877,566

A Committee, under the Criminal Justice Advisory Board, chaired by Bryan Kline, the Westmoreland County Clerk of Courts, recommended a program to improve collections. Collection hearings were held monthly in 2019. The increased emphasis on collection has resulted in a significant increase in overall collections and specifically in the area of restitution.

FAMILY COURT

Judge Michele G. Bononi
Judge Scott O. Mears, Jr.
Judge Jim Silvis
Senior Judge John J. Driscoll

2019 Family Court Assignments included the following: Judges Bononi and Mears heard delinquency cases; Judge Silvis and Senior Judge Driscoll heard dependency, termination of parental rights, adoptions, and Protection from Abuse matters; and all Family Assignment Judges heard divorce, child custody, and child support matters. Westmoreland County employs a one-judge/one-family assignment system for divorce, child custody, and child support matters. Cases are assigned alphabetically based on the defendant's last name. Dependency cases heard by a Master are assigned to a judge based on the last name of the oldest child on the petition. The following was the alphabetical distributions for divorce, custody, support, and adoption matters:

A - Fa	Judge Mears
Fb - K	Judge Bononi
L - Ri	Judge Silvis
Rj - Z	Senior Judge Driscoll

Family Court hearings are scheduled by a variety of departments: delinquency cases by the juvenile probation department; abuse, neglect, and juvenile status offenses by the Children's Bureau; termination of parental rights and adoptions by the Court Administrator; child support hearings by the Domestic Relations section and chambers; and custody hearings by the Court Administrator and judicial chambers. In addition to judges, the family court uses a variety of masters, hearing officers, and conciliators. The court also appoints private counsel as divorce masters when requested. The following are key family court statistics:

FAMILY COURT DELINQUENCY	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	159	140	245	317	313
New cases	462	524	687	651	675
Cases Disposed	481	419	615	655	641
End of Year Balance of Cases	140	245	317	313	347

The delinquency caseload is managed through the state common pleas case management system (CPCMS) with a delinquency module that has been operational in Westmoreland County since 2014. This allows for standardized tracking and processing of the delinquency caseload.

FAMILY COURT – DEPENDENCY (ABUSE & NEGLECT)	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	176	213	217	245	244
New cases	118	99	139	145	124
Cases Disposed	86	95	111	146	139
End of Year Balance (cases)	213	217	245	244	229

FAMILY COURT – DEPENDENCY (STATUS OFFENSES³)	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	33	41	39	40	36
New cases	34	31	25	33	12
Cases Disposed	26	33	24	37	19
End of Year Balance of Cases	41	39	40	36	29

FAMILY COURT – DIVORCE	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	2766	2845	2914	3021	3108
New cases	1013	995	888	928	898
Cases Disposed	934	926	781	841	826
End of Year Balance of Cases	2845	2914	3021	3108	3180

FAMILY COURT – CUSTODY	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	367	347	452	415	459
New cases	957	911	890	813	879
Cases Disposed	977	806	927	769	813
End of Year Balance of Cases	347	452	415	459	525

All disputed custody claims first pass through a custody conciliator who prepares either a consent or temporary order. Appeals are scheduled for a judicial conference. The assigned judge schedules any custody matter not resolved at the judicial conference for a bench trial. "Pro Se Days" are scheduled to screen and provide conciliation to self-represented litigants. Pro Se Day resolves cases proceeding without attorneys.

³ Status offenses include truancy and incorrigibility.

FAMILY COURT – PROTECTION FROM ABUSE	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	133	100	116	125	161
New cases	810	804	752	853	831
Cases Disposed	843	788	743	817	875
End of Year Balance of Cases	100	116	125	161	117

Besides temporary orders, permanent orders, and indirect criminal contempt proceedings presided over by a common pleas judge, protection from abuse can also involve emergency action before a magisterial district judge. Protection from abuse cases were heard in 2019 by Judge Silvis and Senior Judge Driscoll. New case filings have remained consistently in the approximately 800 case range. The AOPC PFA report generated by the Prothonotary's AMANDA computer system has resulted in greater accuracy in caseload statistics.

ORPHANS' COURT – TERMINATION OF PARENTAL RIGHTS	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	59	99	56	110	102
New cases	166	173	214	214	206
Cases Disposed	126	216	160	222	185
End of Year Balance of Cases	99	56	110	102	123

ORPHANS' COURT – ADOPTIONS	2015	2016	2017	2018	2019
Beginning Year Balance of Cases	9	11	16	15	57
New cases	109	113	123	140	86
Cases Disposed	107	108	124	98	106
End of Year Balance of Cases	11	16	15	57	37

COURT AND COURT ADMINISTRATOR BUDGET

Most revenues generated by the court, such as fines, costs, and fees pass through and are accounted in the court's records offices. The following are the combined expenses and revenues attributable to the court and court administrator's office cost centers for the past five years.

	2015	2016	2017	2018	2019
EXPENSES	5,714,669.86	5,827,584.98	5,995,704.55	6,021,201.64	\$5,816,817.03
REVENUES	1,161,006.60	858,570.68*	918,786.23*	970,849.38*	\$859,292.83
NET COST	4,553,662.26	4,969,014.30	5,076,918.32	5,050,352.26	\$4,957,524.20

*Since 2016, the Court Administrator's Grant from the state has been reduced which has adversely affected the Court revenue. Prior to 2016, the grant was \$750,000. In 2018 and 2019 the grant was \$501,042.00.

CRIMINAL JUSTICE ADVISORY BOARD

Chaired by Judge Michele G. Bononi in 2019, the Board membership includes each common pleas criminal and juvenile assignment judge, each county commissioner, the district attorney, the sheriff, the chair of the county's magisterial district judge association, the public defender, the district court administrator, the deputy court administrator, the special courts administrator, the chief probation officer, representatives of service providers, the president of the county's chief of police association, the JNET point of contact, county information representatives, service providers, representatives from the University of Pittsburgh (Greensburg), and various others. The CJAB operates under adopted bylaws, and maintains an operational plan. CJAB meets quarterly and operates through various subcommittees. CJAB has recently accomplished a goal of expanding electronic booking to transmit defendants' identification to the Pennsylvania State Police Central Repository. The committee's goal was to improve the identification process in order to increase officer safety and to ensure compliance with Pennsylvania law.

WESTMORELAND COUNTY MAGISTERIAL DISTRICT COURTS
2019 ANNUAL REPORT

President Judge:	Honorable Rita D. Hathaway
Magisterial District Judges:	Mark Bilik Jason Buczak Charles M. Christner Charles Conway, Esq. 10-1-03 Vacant/Sr MDJ Joseph DeMarchis 10-3-11 Vacant/Sr MDJ Helen M. Kistler, Esq. Michael R Mahady Mark Mansour, Esq. Charles Moore Frank Pallone, Esq. Cheryl Peck Yakopec, Esq. Denise Snyder Thiel, Esq. Wayne Gongaware, Esq. James Falcon, Esq., Sr. MDJ Douglas R. Weimer, Jr. Sr. MDJ Roger Eckels, Sr MDJ

District Court Administrator:	Amy DeMatt, Esq.
Deputy Court Administrator:	Donald L. Heagy, Jr., MSOL

The magisterial district courts are the initial level court of Pennsylvania’s Unified Judicial System. There are 17 magisterial district courts in Westmoreland County. Magisterial District Courts’ jurisdiction includes: summary offenses; ordinance cases; landlord-tenant actions; civil claims, except those involving title to real property or a claim against a Commonwealth party, of \$12,000.00 and under, issuing arrest, bench, and search warrants; setting bail; conducting arraignments; and presiding over preliminary hearings. Magisterial district judges also administer oaths and affirmations, take acknowledgments, solemnize marriages, and preside over emergency protection from abuse matters.

Magisterial district judges are assisted in their responsibilities by “magisterial district judge secretaries.” The tenth judicial district employs 70 magisterial district judge secretaries. In 2018, Magisterial District Judge Joseph Dalfonso from Monessen retired and did not seek senior magisterial district judge status. In 2019, Wayne Vlasic was elected to fill the vacant seat at District Court 10-1-03 in Monessen. In 2019, Magisterial District Judge Roger Eckels retired and was approved for assignment as a senior Magisterial District Judge.

In 2019 there were 64,105 cases filed in the magisterial district courts of Westmoreland County. The following chart shows case filings for 2019.

	<u>TRAFFIC</u> <u>2019</u>	<u>SUMMARY</u> <u>2019</u>	<u>CRIMINAL</u> <u>2019</u>	<u>CIVIL</u> <u>2019</u>	<u>TOTALS</u> <u>2019</u>
10-1-01 DeMarchis	4194	329	552	429	5504
10-1-03 SR MDJ	1174	420	375	326	2295
10-1-04 Yakopec	1719	739	408	508	3374
10-1-05 Pallone	1328	847	796	558	3529
10-2-01 Bompiani	2998	415	337	579	4329
10-2-03 Kistler	1150	301	265	265	1981
10-2-06 Christner	3710	433	390	383	4916
10-2-08 Mahady	2168	480	439	402	3489
10-2-09 Gongaware	2244	356	667	498	3765
10-2-10 Flanigan	4731	617	637	324	6309
10-3-01 Mansour	6054	241	403	251	6949
10-3-02 Conway	1916	234	272	276	2698
10-3-05 Buczak	2744	276	295	194	3509
10-3-08 Bilik	1819	560	271	277	2927
10-3-09 Thiel	2501	209	176	155	3041
10-3-10 Moore	2636	349	313	323	3621
10-3-11 Eckels	1177	240	189	263	1869
TOTAL	44263	7046	6785	6011	64105

After Hours Coverage

The Tenth Judicial District uses web-based video conferencing to conduct preliminary arraignments, handle emergency protection from abuse petitions and orders, and issue arrest and search warrants. Web-based video conferencing equipment is located in each of the 17 magisterial district courts, 30 police departments, including 2 state police barracks, and the Westmoreland County District Attorney's office. The Westmoreland County Prison also has a video conferencing unit for preliminary arraignments. Preliminary arraignments are scheduled for the following day when arrests are made after night court closes, or as needed on weekends and holidays. Magisterial District Judges have access to multiple types of software to video conference, including Cisco Jabber, Skype and Face Time on their iPads.

Magisterial District Court Expenses & Revenues (2015 – 2019)

	2015	2016	2017	2018	2019
Revenue	1,213,926	1,156,565	1,346,115	1,240,930	1,202,757
Expense	4,447,563	4,575,864	4,531,672	4,954,709	5,140,693

WESTMORELAND COUNTY ADULT PROBATION AND PAROLE DEPARTMENT
2019 ANNUAL REPORT

President Judge:	Honorable Rita Donovan Hathaway
Administrative Judge:	Honorable Rita Donovan Hathaway
Chief:	Sharon L. Bold
Deputy Chief:	Eric Leydig

RESPONSIBILITIES

The Westmoreland County Adult Probation and Parole Department is a department of the County Court of Common Pleas (Tenth Judicial District). The Chief Probation Officer is appointed by and responsible to the President Judge, the Administrative Judge and the District Court Administrator. As Chief, she is charged with the operation of the department. The Deputy Chief and Supervisors help manage the operation and provide training to staff. Probation Officers have the responsibility of carrying out the day-to-day activities to meet the department's mission. Support staff provides clerical support for all activities. In 2019, the Westmoreland County Adult Probation/Parole Office consisted of eighty-four (84) full-time employees. More specifically, in addition to the Chief and Deputy Chief, there were nine (9) Supervisors, one (1) Office Supervisor, one (1) Fiscal Assistant, twenty-eight (28) Probation Officer II positions, twenty-four (24) Probation Officer I positions, twelve (12) Probation Officer Aides, five (5) Legal Secretaries and two (2) Department Clerks. As of December 31, 2019, the total number of offenders under the supervision of the Westmoreland County Adult Probation/Parole Office was 7,526. Of that total, 5,252 were male and 2,274 were female.

Adult Probation Officers are responsible for the following:

- Supervising ARD, Probation Without Verdict (PWV), Probation, Parole, Intermediate Punishment and Pretrial cases.
- Conducting investigations and reports, such as: pre-sentence investigations, sentencing guideline computations, parole applications, Intermediate Punishment and pretrial assessments, and violation reports.
- Providing information to assist with sentencing and release decisions.
- Issuing conditions of supervision.
- Conducting risk and needs assessments and developing case plans.
- Monitoring and facilitating compliance with the conditions of supervision.
- Making referrals for evaluation, treatment, employment, and education.
- Enforcing the collection of restitution, fees, fines, and costs.
- Providing for DNA and Megan's Law registration.
- Responding to complaints and requests for assistance and information.

SERVICES/SUPERVISION TYPES/PROGRAMS

1. Pre-sentence Investigations and Sentencing Guidelines
2. ARD, PWV, Probation and Parole Supervision
3. Administrative Cases
4. Intermediate Punishment (including electronic monitoring)
5. Pretrial Services and Institutional Parole Program
6. Megan's Law Registration
7. Drug Treatment Court
8. Veterans Court
9. Alcohol Highway Safety School (AHSS)

PRESENTENCE INVESTIGATIONS AND SENTENCING GUIDELINES

A presentence investigation report (PSI) includes information regarding the circumstances of the offense, victim/restitution information, the defendant's prior criminal history and sentencing guideline ranges. The Court can also request additional information including the following: the defendant's family and marital history; education and employment information; drug and alcohol history; emotional and physical health status, and; financial information. Sixty-Seven (67) presentence investigations were ordered by the Court in 2019.

The sentencing judge is required to consider the sentencing guidelines in determining the appropriate sentence for offenders convicted of felonies and misdemeanors. During 2019, four thousand five hundred thirty-three (4,533) sentencing guideline requests were received from the District Attorney's Office. All sentences were reported electronically to the Pennsylvania Commission on Sentencing via SGS Web.

ARD, PWV, PROBATION AND PAROLE SUPERVISION

2019 STATISTICS

TYPES OF CASELOADS	NUMBER OF OFFENDERS
ARD	833
General Field – North Region	875
General Field – South Region	865
General – Low	1318
Sex Offenders	128
TOTAL NUMBER OF OFFENDERS	4,019

As of December 31, 2019, there were 973 offenders in Bench Warrant status.

2019 OFFENDER REPORTING

Report Place	In Person	By Mail	Pretrial	Drug Court	TOTAL
Main Office	9,871	589	606	2,549	13,615
New Ken. Sub-Office	2,948	0	107	108	3,163
Monessen Sub-Office	1,494	0	20	33	1,547
TOTALS	14,313	589	733	2,690	18,325

2019 EXPUNGEMENTS

ARD	334
PWV	93
TOTAL	427

2019 EARLY RELEASES

ARD	199
PWV	13
IP	120
TOTAL	332

2019 DRUG TESTING

Location	Drug Tests Conducted
Field	1,387
Greensburg (Main Office)	5,306
Monessen Sub-Office	547
New Kensington Sub-Office	968
Westmoreland County Prison	15
Pretrial	804
TOTAL	9,027

Adult Probation also conducted 521 drug tests for Family Court.

DNA TESTING

Offenders convicted of a felony offense, an offense requiring registration of sex offenders, or other specified offenses (specifically, Luring a Child into a Motor Vehicle and Indecent Assault or an attempt to commit such an offense) are required to provide a DNA sample prior to release from prison or county supervision.

As a result of a recent change in legislation, offenders convicted of a Misdemeanor 1 and designated Misdemeanor 2 offenses on or after December 1, 2019 are also required to submit a DNA sample.

DNA Samples Drawn by Adult Probation Staff	2016	2017	2018	2019
Adult Probation Office	180	220	209	254
County Prison	108	92	92	71
Field	0	2	0	0
New Kensington Sub-office	34	8	0	0
Monessen Sub-office	0	10	0	0
Total	322	332	301	325

ADMINISTRATIVE CASES

The administrative unit supervises offenders who are sentenced in Westmoreland County but reside in other counties or states. Felony and some misdemeanor cases may be transferred to other states through the interstate compact, but ARD cases cannot be transferred to another state. Felony and misdemeanor cases may be transferred to other counties through the inter-county transfer process with the approval of the receiving county. (ARD cases are not transferred to other counties.) The number of offenders with active administrative cases as of December 31, 2019 was 2,054.

2019 TRANSFER CASES

Number of Offenders whose Supervision was Transferred to County/State of Residence	708
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2019 CO-OP CASES

Requests Received to Supervise Offenders with Cases from Other Counties	392
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COUNTIES MAKING THE MOST REQUESTS:

County of Conviction	Number of Offenders Supervised in Westmoreland County
Allegheny	149
Washington	39
Indiana	35
Armstrong	23
Fayette	19

INTERMEDIATE PUNISHMENT

Intermediate Punishment (IP) is a community-based sentencing alternative available to the court for eligible offenders who would otherwise be sentenced to confinement in a county correctional facility. Most offenders sentenced to Intermediate Punishment are ordered to serve a period of time on electronic monitoring. In 2019, the equipment used to monitor those offenders was leased through BI, Incorporated. The cost for electronic monitoring is \$12.00 per day per offender.

2019 INTERMEDIATE PUNISHMENT SUMMARY

Number of Offenders Placed on Electronic Monitoring as a Result of Direct Sentences to IP, Sentences of Intensive Supervision with Electronic Monitoring and Parole/ Re-parole to Electronic Monitoring.	811
Number of Offenders who were Ineligible for IP	45
Average Number of Days on Electronic Monitoring	99
Number of IP Cases Transferred to Other Counties for Supervision	99
Number of Offenders who Successfully Completed Electronic Monitoring	773
Number of Offenders who were Unsuccessfully Discharged from Electronic Monitoring	47
Total Jail Days Saved	74,800
Electronic Monitoring Fees Collected	\$608,804

IP PROGRAM TRENDS

	2015	2016	2017	2018	2019
Pending	183	234	202	201	237
Average Number of Days on Electronic Monitoring	107	172	94	97	99
Number of Offenders Placed on Electronic Monitoring	637	624	687	707	811
Average Number of Offenders on EHM	285	238	243	264	297

2019 OVERALL STATISTICS FOR NEW AND RELEASED OFFENDERS

3,438 new offenders and 4,415 new cases were added to Adult Probation's system during the 2019 calendar year. During that same time period, 4,018 offenders were released from supervision.

2019	NEW OFFENDERS	NEW CASES	Program of these new cases.						RELEASED OFFENDERS
			ARD	INC	PAR	PRO	PWV	IP	
JAN	360	443	101	25	54	170	31	62	399
FEB	246	327	66	31	38	132	20	40	265
MAR	263	337	74	24	44	137	21	37	379
APR	277	339	60	20	38	148	20	53	436
MAY	368	479	99	31	56	186	47	60	346
JUN	255	332	63	32	38	136	29	34	356
JUL	222	297	58	32	42	115	16	34	326
AUG	305	388	89	25	58	153	30	33	293
SEP*									
OCT*	554	727	140	52	95	310	37	93	606
NOV	286	358	81	22	49	154	18	34	247
DEC	302	388	75	35	54	157	21	46	365
TOTALS:	3438	4415	906	329	566	1798	290	526	4018

***NOTE: SEPTEMBER AND OCTOBER ARE COMBINED.**

ARD Violations Filed	572
Probation, Parole and Intermediate Punishment Violations Filed	4,211
TOTAL	4,783

OFFENDER REFERRALS FOR TREATMENT

Most referrals for treatment and human services are made to the following:

Referral Type	Number of Referrals in 2019
Drug and Alcohol	3,787
Alcohol Highway Safety School	2,710
Mental Health	781
Community Service	42

PRETRIAL SERVICES AND INSTITUTIONAL PAROLE PROGRAM

Pretrial cases involve offenders released on bond. The majority of those cases are supervised by one Probation Officer II. The remaining cases are supervised by other Probation Officer IIs.

Westmoreland County Adult Probation has one Institutional Parole Officer who is responsible for verifying parole release plans, processing parole applications, investigating requests for re-parole, and coordinating the placement of inmates into inpatient drug and alcohol treatment.

PRETRIAL SUMMARY

	2015	2016	2017	2018	2019
Average Monthly Caseload – Non Electronic Monitoring	166	180	156	158	163
Average Monthly Caseload – Electronic Monitoring	35	27	25	19	26
New Pretrial Cases Received – Electronic Monitoring and Non Electronic Monitoring	293	223	209	230	240
Pretrial Electronic Monitoring Fees Collected	\$6,965	\$15,901	\$12,146	\$11,775	\$9,094

INSTITUTIONAL PAROLE OFFICER STATISTICS

	2015	2016	2017	2018	2019
Parole Applications Processed and Release Plans Verified	201	246	253	264	209
Re-Parole Investigations/ Special Investigations	33	64	78	28	37
Inpatient Drug and Alcohol Evaluations and Treatment Coordination	254	221	351	225	269
Nominal Bond Investigations	62	48	86	83	118

DRIVING UNDER SUSPENSION – 1543(b)

DRIVING UNDER SUSPENSION (DUS) STATISTICS

	2017	2018	2019
Number of Offenders Sentenced to IP for DUS	168	169	211
Number of Offenders Placed on Electronic Monitoring for DUS	98	122	144
Number of Offenders found Ineligible	32	22	15
Number of Offenders on the Pending List as of the last day of the year	38	25	52

MEGAN'S LAW REGISTRATION

The Westmoreland County Adult Probation and Parole Office is an official Megan's Law registration site.

MEGAN'S LAW REGISTRATION STATISTICS

	2015	2016	2017	2018	2019
New Registrations	26	30	46	29	36
In person appearances to update information	107	159	148	130	161
In person appearances to verify information	199	160	207	146	143

Number of Active Megan's Law Offenders as of December 31, 2019	100
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WESTMORELAND COUNTY DRUG TREATMENT COURT

The Westmoreland County Drug Treatment Court started accepting referrals on September 28, 2015. Drug Treatment Court is a twenty-four month program during which time participants are involved with treatment professionals, undergo intensive supervision and attend bi-weekly court appearances before Drug Treatment Court Judge Meagan Bilik-DeFazio or Drug Treatment Court Judge Christopher A. Feliciani. There are three ways to enter Drug Treatment Court – Diversion, Intermediate Punishment or Re-entry. One Supervisor in the Adult Probation Office handles the duties of Drug Treatment Court Coordinator and three Probation Officer IIs supervise the participants in Drug Treatment Court.

DRUG TREATMENT COURT STATISTICS

	2017	2018	2019
Number of Referrals	65	126	98
Total Number of Individuals Admitted to Drug Court	23	40	36
Number Admitted – Diversion	8	13	9
Number Admitted – Intermediate Punishment Sentence	12	9	14
Number Admitted - Re-Entry	3	7	4
Number Admitted – Combination of at least two of the following: Diversion, Intermediate Punishment and Re-Entry	0	11	9
Number of Individuals who graduated from Drug Treatment Court	15	14	5

Number of Participants as of the last day of the year (This number includes individuals who were admitted to Drug Court in the prior year.)	47 29 Males 18 Females	49 27 Males 22 Females	61 29 Males 32 Females
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WESTMORELAND COUNTY VETERANS COURT

The Westmoreland County Veterans Court program started on May 23, 2019. The program, which is 6 to 23 months long, offers Diversionary and Guilty Plea tracks to eligible defendants. Participants are involved with treatment professionals, undergo intensive supervision and attend monthly Court appearances before Veterans Court Judge Timothy A. Krieger. One Supervisor in the Adult Probation Office handles the duties of Veterans Court Coordinator and two Probation Officers supervise the participants in Veterans Court.

2019 VETERANS COURT STATISTICS

Number of Referrals	25
Total Number of Individuals Admitted to Veterans Court	13
Number Admitted – Diversionary	2
Number Admitted – Diversionary and Guilty Plea/Probation Sentence	1
Number Admitted – Guilty Plea/Intermediate Punishment Sentence	7
Number Admitted – Guilty Plea/Probation Sentence	3
Number of Individuals who graduated from Veterans Court	1
Number of Participants as of the last day of the year (12-31-19)	9 8 Males 1 Females

ALCOHOL HIGHWAY SAFETY SCHOOL

Since July 2013, Alcohol Highway Safety School (AHSS) has operated out of the Westmoreland County Adult Probation Office. The fee for each AHSS class cycle is \$300.00.

AHSS SUMMARY

	2016	2017	2018	2019
Number of AHSS Class Cycles	47	47	47	47
Number of Offenders who Completed Classes	1,042	1,066	1,022	1,070
Total AHSS Fees Collected (this Includes Individuals who Paid in Advance and have yet to Enroll/Complete Classes)	\$294,509	\$300,059	\$274,720	\$258,860
Total Rescheduling Fees Collected (\$30.00 per rescheduled class) This fee started in 2017.	—	\$7,345	\$9,089	\$9,005
Instructor Wages Paid	\$45,040	\$46,060	\$46,534	\$46,500
Net Revenue	\$233,452	\$250,777	\$223,279	\$205,652

BUDGET EXPENSES AND REVENUES

EXPENSES

	2015	2016	2017	2018	2019
Personnel, Fringes	\$5,396,371	\$5,660,648	\$5,764,129	\$5,073,645*	\$6,045,430
Operating Expenses	\$999,246	\$784,623	\$921,425	\$967,914	\$1,149,558
Capital	\$1,609	0	\$19,830	\$4,846	\$4,182
TOTAL	\$6,397,226	\$6,445,271	\$6,705,384	\$6,046,405	\$7,199,170

*NOTE: This figure does not include retirement and health insurance totals.

REVENUES

	2015	2016	2017	2018	2019
Grant-In-Aid	\$520,000	\$512,604	\$515,000	\$511,361	\$512,269
Supervision Fees	\$1,245,729	\$1,141,589	\$1,114,492	\$1,079,871	\$1,042,012
Electronic Monitoring Fees	\$634,424	\$586,359	\$548,176	\$541,586	\$617,898
Intermediate Punishment Grant	\$208,912	\$184,181	\$220,776	\$201,170	\$208,375
ARD Administrative Fees	\$54,216	\$51,341	\$51,131	\$49,115	\$48,640
AHSS	\$249,675	\$233,452	\$250,777	\$223,279	\$205,652
Miscellaneous	\$496	0	\$1,000	0	\$41
TOTALS	\$2,913,452	\$2,709,526	\$2,701,352	\$2,606,382	\$2,634,887

ELECTRONIC MONITORING FEES

During the past 5 years, Adult Probation has collected and turned over to the county \$2,928,443 in electronic monitoring fees.

SUPERVISION FEES

Legislation requires 50% of the offender supervision fees to be deposited in a County Supervision Fee Fund under the control of the President Judge and 50% to be forwarded to the Pennsylvania Board of Probation and Parole. It has been the policy of the Pennsylvania Board of Probation and Parole to return to each county the exact amount that has been deposited in the State Supervision Fee Fund for that county. It has been the policy of the Westmoreland County Court to transfer all money under the control of the President Judge to the county's general fund to offset the cost of running the department.

It should be noted that on May 1, 2013, offender supervision fees were increased from \$35.00 per month to \$40.00 per month. Also, in December 2013 an order was signed to increase supervision fees to \$45.00 per month effective January 1, 2014. In November 2019, supervision fees were increased to \$50.00 per month.

5-YEAR SUMMARY OF SUPERVISION FEE COLLECTIONS AND DISBURSEMENT

Total Supervision Fees Collected				
2015	2016	2017	2018	2019
\$1,245,729	\$1,141,589	\$1,114,492	\$1,079,871	\$1,042,012

\$625,012	\$570,449	\$556,987	\$539,898	\$520,573
County Portion of Supervision Fees Transferred to County General Fund				

State Portion of Supervision Fees Returned to County General Fund				
\$620,717	\$571,140	\$557,505	\$539,973	\$521,439

In summary, during the past 5 years, \$5,623,693 in supervision fees was collected. During the same time period, the President Judge released \$2,812,919 to the county general fund and the state returned \$2,810,774 to the county general fund for a total of \$5,623,693 released to the general fund.

WESTMORELAND COUNTY
JUVENILE PROBATION DEPARTMENT

President Judge: Honorable Rita D. Hathaway
Administrative Judge: Honorable Michele G. Bononi
Department Head: Norman E. Mueller, MS
Assistant Director: Kristine M. Demnovich, MS

MISSION

To provide supervision and rehabilitation to youth and families while providing Community Protection, Victim Restoration and Youth Redemption

VISION

We will strive to reduce harm and in doing so will continuously work to create safer and stronger communities, fewer victims, reduce delinquency rates, and improve confidence in the juvenile justice system. We will enhance our juvenile justice system by employing evidence-based practices, collecting and analyzing data to measure these efforts and using the data to continuously improve the quality and cost-effectiveness of the system.

PENNSYLVANIA'S JUVENILE JUSTICE SYSTEM

The state's Juvenile Justice System is governed in its operations by the "Balanced and Restorative Justice" (BARJ) principles adopted through Act 33. At the foundation of this philosophy is the concept that crime victims and the community, as well as juvenile offenders, should receive balanced attention and gain tangible benefits from their interactions with Pennsylvania's Juvenile Justice System.

GUIDING PRINCIPLES

COMMUNITY PROTECTION refers to the right of all Pennsylvania citizens to be and feel safe from crime.

ACCOUNTABILITY emphasizes that, in Pennsylvania, a juvenile who commits a crime harms both the victim of the crime and the community, and thereby incurs an obligation to repair that harm to the greatest extent possible.

COMPETENCY DEVELOPMENT embodies the belief that juvenile offenders in Pennsylvania have strengths, are capable of change, can earn redemption, and can become responsible and productive members of their communities.

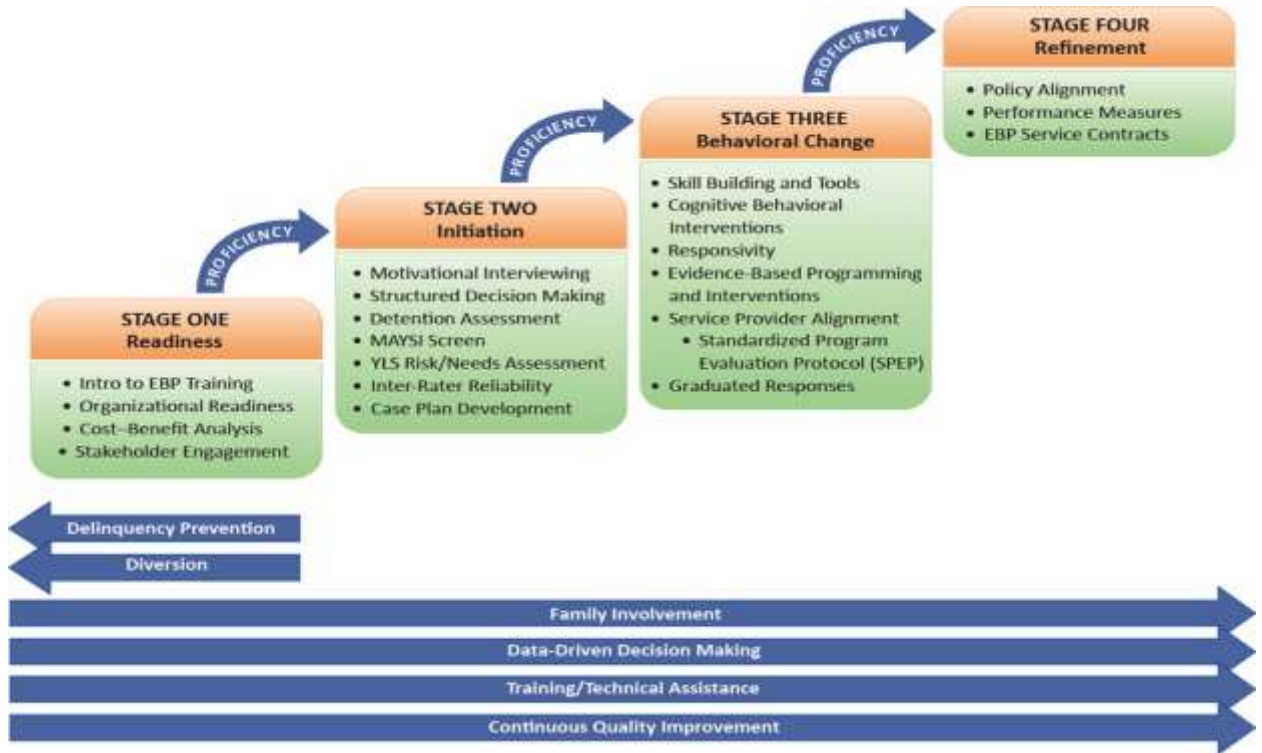
BALANCE as appropriate to each individual case, the juvenile justice system should provide balanced attention to the protection of the community, the imposition for accountability for offenses committed, and the development of competencies to enable juveniles to become responsible and productive members of their communities.

Juvenile Justice System Enhancement Strategy (JJSES)

JJSES Statement of Purpose

We dedicate ourselves to working in partnership to enhance the capacity of PA's JJ System to achieve its balanced & restorative justice mission by:

- ✓ Employing EBP practices, with fidelity, at every stage of the juvenile justice process;
- ✓ Collecting & analyzing the data necessary to measure the results of these efforts; and, with this knowledge;
- ✓ Striving to continuously improve the quality of our decisions, services and programs.



2019 OVERVIEW

DAILY OPERATIONS OF THE DEPARTMENT

The Westmoreland County Juvenile Probation Department (JPD) accepts delinquent juvenile complaints, and works with children between the ages of ten to eighteen years who are charged with committing a delinquent act.

Once a youth enters the juvenile system, the JPD may be involved with the youth until the age of twenty-one. While the court determines guilt or innocence and then establishes the sanction, it is the responsibility of the JPD to protect the community, develop the offender’s competencies, and to assist the victim through the process of restoration. In Westmoreland County, the daily operation of the JPD includes Intake, traditional Probation, School-Based Probation, Community-Based Probation, Aftercare/Reintegration and the Youth Commission Program.

REFERRALS TO JUVENILE COURT

The JPD is responsible for allegations of juvenile delinquency. Police, parents, juvenile probation officers, magisterial district judges, and other courts may file charges through the Intake Unit.

	2015	2016	2017	2018	2019
Total Referrals	645	610	687	651	675
Delinquency Placements	108	86	97	126	122
Total Placements	108	86	97	126	122
Total Dispositions	2131	2071	2129	2257	2009

COURT ACTIVITY

A Juvenile Court Hearing Officer or Judge hears juvenile charges. The court adjudicates delinquency and orders the disposition. Court hearings are held each week either by a Hearing Officer at the juvenile center or by a judge at the courthouse.

When a youth is placed in the Juvenile Detention Center, the intake officer schedules a detention hearing within 72 hours. The youth may either remain in the detention center or be released. If the youth is detained, the officer must file a petition within twenty-four hours. After filing the petition, the case is assigned to a probation officer. The adjudication hearing must occur within ten days of the filing of the petition.

Once a delinquent complaint is filed on a juvenile that is not detained, a hearing is scheduled. A hearing is heard approximately 12 weeks from filing. If the youth is adjudicated “delinquent” the court determines the disposition.

JUDICIAL PROCEEDINGS

	2015	2016	2017	2018	2019
Total No. of Hearings before Judges	600	627	835	812	728
Total No. of Hearings before Hearing Officers	983	1036	947	988	963
TOTAL	1583	1663	1782	1800	1691

SECURE JUVENILE DETENTION

When it is necessary to protect the community from the juvenile, the youth is placed in the Juvenile Detention Center. The JPD’s intake staff is available twenty-four hours a day to accept youths referred to detention. 167 children were detained in the Juvenile Detention Center in 2019. The average length of stay was 16.88 days. The following is a breakdown by race, age and gender and a 10 year comparison of juveniles detained each year.

DETAINED IN 2019 BY RACE (167)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
85	17	3	9	0	0	7	5	0	0	0	1	0	0

DETAINED IN 2019 BY AGE (167)										
10	11	12	13	14	15	16	17	18	OTHER	
0	0	5	9	11	35	55	29	17	6	

10 YEAR COMPARISON									
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
239	214	208	196	202	152	116	173	173	167

The average length of stay was 16.88 days.

EMERGENCY SHELTER

The Emergency Shelter is used as a least restrictive alternative to juvenile detention. The following is statistical information for 2019:

DETAINED IN 2019 BY RACE (78)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
2	26	4	9	3	0	7	8	0	0	0	0	0	0

DETAINED IN 2019 BY AGE (78)										
10	11	12	13	14	15	16	17	18	OTHER	
0	1		13	13	3	14	20	9	4	

10 YEAR COMPARISON									
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
-	78	115	109	90	111	114	119	79	78

The average length of stay was 27.17 days.

JUVENILE JUSTICE GOALS

1. **Community Protection**: refers to the right of all Pennsylvania citizens to be and feel safe from crime.

Of the cases closed in 2019:

- 90.8% of Juvenile Offenders Successfully Completed Supervision

2. **Accountability**: emphasizes that a delinquent harms both the victim and the community, and thereby incurs an obligation to repair that harm to the greatest extent possible.

Of the cases closed in 2019:

- 96.9 % of juveniles completed assigned community service obligations
- 5,598 hours of community service were completed
- \$42,245.90 of restitution was paid to victims
- 88.9% of juveniles made full restitution to their victim(s)

Advancing accountability requires purposeful attention to offender participation in a process whereby juvenile offenders understand and acknowledge:

- The wrongfulness of their actions
- The impact of the crime on the crime victim and the community
- Their responsibility for causing harm

In addition to helping juvenile offenders understand and take action to repair the harm, the JPD has responsibilities to victims including: upholding victims' rights, supplying accurate and timely information, and treating victims with dignity and respect.

- Victim Impact Statements and Victim/Community Awareness Curriculum are tools for increasing awareness and understanding.
- Juvenile offender apologies, crime victims' compensation fund, restitution, meaningful community service, and restorative justice practices are activities that repair harm.

3. **Competency Development**: embodies the belief that juvenile offenders in Pennsylvania have strengths, are capable of change, can earn redemption, and can become responsible and productive members of their communities.

Of the cases closed in 2019:

- 98.5% of juveniles were employed or in an educational or vocational activity

PROGRAMS

COMMUNITY BASED MONITORING AND RESTORATION PROGRAM

The CBMR program has a capacity of 50 clients and is supervised by two juvenile probation officers. One officer is always on-call for immediate notifications of violations. Since the inception of the program, 1052 referrals have been made to the CBMR Program including 54 in 2019. Client referrals can be made at pre-adjudication, pre-disposition, or disposition stages.

Typically, pre-adjudication referrals arise from a detention hearing. In that event, the clients are transported home from detention and placed on electronic monitoring until further hearing. Referrals can also be made between the adjudication and dispositional hearings. In those cases, the clients are placed on electronic monitoring pending final disposition. In these pre-dispositional cases, the case is usually shared between the CBMR and referring officers. Clients may also be referred as an alternative to detention (ATD) based on their score on the PaDRAI, which is a risk assessment tool administered when a new allegation is received by the juvenile probation office. In 2019, there were 35 clients who were placed on electronic monitoring as a result of an ATD or pre-disposition measure

Clients who are ordered to complete CBMR as a condition of probation are all transferred to the CBMR caseload. They are all placed on electronic monitoring, and unless otherwise ordered by the Court, will remain on monitoring for a minimum of 60 days. CBMR officers make regular contacts to make sure the juveniles are being compliant with monitoring, and all other conditions of their court order. Drug testing is conducted frequently, and clients must pass drug screens to have the electronic monitor removed.

In 2016, juvenile probation entered into a separate contract with BI Incorporated. Prior to this year, all equipment was handled under an agreement with adult probation. This eases inventory issues and also has provided more equipment availability. At this time, juvenile probation is able to choose between 3 different home electronic monitoring systems. This allows equipment to be used that best meets the needs of the client.

Goals and objectives of the program include: providing an alternative for disposition other than placement, reductions of clients in detention, cost reduction, improved academic performance, and an increase in employment.

COMMUNITY-BASED PROBATION

Community-based probation services are intended to enhance the ability of the juvenile justice system to achieve its mission by establishing and maintaining effective working relationships with community members, agencies and social institutions.

The Juvenile Court Judges Commission describes two models of community-based probation services; community supervision and community liaison.

In the community supervision model, the juvenile probation officer supervises a caseload of juveniles while developing effective working relationships in the community that provide natural support, training and mentoring opportunities for juveniles under supervision. Presently, there are six probation officers working in this capacity. Four of these officers work within public schools and two are roaming officers meeting the fluctuating needs of the department. An example of the work is that they act as department liaisons for the youth commissions. The community-based officers participate in youth commission proceedings and trainings, and actively work to recruit new members. There are countless other ways that these probation officers serve the community; they offer educational instruction to youth in the classroom on a variety of topics, including responsibility in social media, drug and alcohol prevention, and the law, to name a few. They serve as members of the Student Assistance Program. They help youth to repair the harm that they have caused to the victim(s) and the community by working toward meaningful community service, training in victim awareness to promote an appropriate apology and by seeking community resources individualized to benefit the youth and family. They often can be found completing community service work with youth and attending community driven events such as Build a Better Block in New Kensington, and participating in National Night Out, a crime prevention program, in a number of communities. These probation officers continually work to develop relationships with community leaders, law enforcement, victim services, businesses, community agencies, churches and schools. They network with employers, educators and others who can provide youth with job skills and employment opportunities.

The second model of community-based probation is the community liaison model. The officer in this model is dedicated to developing and maintaining effective working relationships with community leaders, law enforcement, victim services, businesses, and community agencies. There is one officer assigned to this position. The community liaison operates from a bigger picture perspective, and encourages and supports the community in delinquency prevention activities, and is dedicated to educating the public about the Juvenile Justice System. Traditionally the person occupying this position sits on a number of Boards and committees, from local communities, countywide, and state. Following are some highlights of those in which the greatest responsibility is held.

The community liaison is responsible for the department's sexting education program. This program receives referrals from District Judges and law enforcement for youth who have been charged with offenses under this statute. Referrals are also

received from parents and other probation officers. Participants' parents are also provided with valuable tools to help them to talk to their children about the dangers of sexting. Further, the community liaison has conducted sexting education programming to local youth in school and community settings.

The community liaison is the chair-person for the Westmoreland County Child Death Review Team. This team meets regularly to review every Westmoreland County childhood (to the age of 21 years) death and to promote childhood death prevention efforts.

The community liaison is active on the Council of Substance Abuse and Youth, a coalition of the Westmoreland Drug and Alcohol Commission, conducts Circles (a group process that fosters listening and communication skills), attends CASSP meetings and conducts educational programming in local school districts and universities.

Each of these efforts, and every new endeavor, is conducted with the goal of reducing and repairing the harm in our communities, restoring youth and families, and reducing recidivism.

COMMUNITY SERVICE WORK

One Juvenile Probation Officer coordinates this program and provides juvenile offenders the opportunity to perform meaningful community service work for the benefit of their community, to hold the child accountable for their actions, and to increase competency development skills. The program provides needed services to 100 non-profit organizations and local governmental agencies where the juvenile lives and commits the offense. It furnishes a tangible consequence to probation, and a possible alternative to restitution and fines. Juveniles are ordered into this program.

Community Service Work Data					
	2015	2016	2017	2018	2019
Male Youth Assigned Community Service Work	208	227	190	226	247
Female Youth Assigned Community Service Work	75	75	67	75	68
Total Assigned	283	302	257	301	315

Total Hours Worked in Communities		
Total Hours Worked in Communities	Year	Hours
	2015	6,760
	2016	7,226
	2017	6,864
	2018	7,611

	2019	6,862
Total		35,323

VICTIM SERVICES

The Westmoreland County Juvenile Probation Office has employed a dedicated Juvenile Victim Advocate since May of 2012. The wellbeing of the victims that we serve is of the utmost importance to the department. Research shows that victims feel the most comfortable when their advocate is not perceived as a primary advocate for the offender in the case. The Victim Advocate takes very specific actions to see that victims are properly notified of, accompanied to, and heard in court proceedings. The system is often confusing, and Victim Advocate is there to alleviate that confusion by describing the court process while providing support and accompaniment. Victim input is encouraged and any concerns they have can be addressed immediately by the Advocate.

Other Juvenile Probation Officers rely on the Advocate to describe victim's concerns and desires prior to an adjudication hearing. Victims often have needs for restitution; ask for special conditions, such as that the offenders have no contact with them; they may request a specific site for the youth to complete community service, as well as other conditions specific to their case. The Probation Officer can then reinforce these concerns and wishes in court, and ultimately with the juveniles as they are being supervised. Victims have the right to make an impact statement in court, and if they choose to exercise that right, the Advocate helps each victim do so. Actual safety and the sense of safety are often compromised when a person is victimized. Some victims feel disempowered due to the actions of a juvenile; these feelings are often further exacerbated by treatment or perceived treatment by various parties before and during the court proceeding(s). Participation in some or all aspects of the case is an important part of the healing process for some victims. The Advocate is available to the victim for the duration of the case and beyond to answer questions and provide support.

This year we made modifications to the system which provides victims with notification of juvenile movements within the system. The internal notification system developed allows for better communication between the probation department and the victim, serves to reinforce the rights of the victim, and increases the sense of safety. At the annual Juvenile Court Judge's Commission Awards Ceremony, held in Harrisburg, our Victim Advocate, Jennifer McCune, was honored as the Victim Advocate of the Year for her strides in improving the quality of care to victims in our jurisdiction. To conclude the year, she attended the Pathways Conference in Hershey and brought back vital information about services offered to victims across Pennsylvania. This information will serve to inform further enhancement to our services.

Currently, the Victim Advocate is working on projects that will enable greater opportunities for victims, communities, and offenders to heal from harms. For example, Probation Officers have been providing Victim Awareness Curriculum to juvenile offenders for many years. The Victim Advocate is collecting data that will enable the Department to identify

the strengths and areas where the program can be improved. The main goal of this state-mandated restorative program is to help juveniles become cognizant of the manner in which their actions that have affected the victim, their families, friends and the entire community; specifically to recognize the harm they have caused. The best outcomes occur when a juvenile is willing to assume full responsibility for his or her action and acknowledge the harm. During the provision of each session, the program facilitators meet with each offender to complete an apology letter to the victim. This apology letter is a vital part of this program. It establishes the harm the juvenile has caused to the victim, and states how they will be repairing that harm. Data compiled in 2019 showed that 32 classes were conducted, with a total of 130 juveniles successfully completing the Victim Awareness Program. We are confident that this program and its restorative practices, along with other evidence-based practices employed by the other probation officers, have improved awareness of past behavior, and improved future decisions of the juvenile, reducing overall harm in the community.

YOUTH COMMISSIONS

Mission - Our mission is to connect youth and family to community.

Vision – We envision a community where all children and youth have good mentors at every stage of development.

In the 1960s, the first Youth Commission was established in Pennsylvania by the Westmoreland County Juvenile Court. Its original purpose was to allow first time youthful offenders the opportunity to avoid a juvenile court record and encourage community involvement. Based upon the long term success of these efforts, and our commitment to restorative practices, we have expanded the program to include a reintegration component in which the community is instrumental in aiding a youth's successful transition from placement to home, or giving that extra support to a probationer who needs it. We recognize the importance of assisting victims, individuals, and families within their own communities as when the system is gone; community is still present to provide support and direction.

The Youth Commission is comprised of dedicated community volunteers who provide new and better opportunities for youth to learn, readjust, and conform to the laws of our society. It also is charged with helping the youth take responsibility for his/her actions and repair the harm caused to the victims and/or community.

There are currently 12 Youth Commissions in Westmoreland County with 67 members. Those Youth Commissions are Franklin, Greensburg, Hempfield/Jeannette, Latrobe/Derry, Monessen, Mt. Pleasant, New Kensington/Arnold, Norwin, Penn, Scottdale, Trafford, and Yough. In the calendar year 2019 a total of 95 cases were heard by the Youth Commissions (94 diversion and 1 reintegration cases). 56 youth successfully completed, 16 were unsuccessful, 6 decided to go back to the MDJ and pay fines & costs. The remaining are still open.

DIVERSION CASES

Youth Commission Volunteers comprise a local diversionary program that is able to closely supervise a first time offender and allow him or her to repair the harms to a victim and

community locally while also providing youth the opportunity to avoid fines and a permanent court record.

Crime creates social and spiritual separation from the community. For youth who have created harm in the community, mentoring helps them repair the harm and gain or regain a sense of self-worth and acceptance that allows them to be fully reintegrated into the community.

Referral Source: Juvenile Court ONLY

- ❖ Juvenile Probation Office.
- ❖ MDJ
- ❖ School Resource Officers

REINTEGRATION CASES

Youth Commission volunteers will assist the youth in pursuing employments, recreation, and other positive community based activities.

Crime creates social and spiritual separation from the community. For youth who have created harm in the community, mentoring helps them repair the harm and gain or regain a sense of self-worth and acceptance that allows them to be fully reintegrated into the community. This applies to both first time offenders and repeat offenders. In most instances youth remain in the community; however, in a small percentage of cases, it is necessary to place youth outside of the home. Placement creates physical separation of youth from her or his family, school, and community. For youth returning from placement meaningful connections to unpaid community members provides a critical link that allows youth the opportunity to gain trust, understanding, and redemption. The Commission is also positioned to assist families dealing with the struggles associated with a youth's return home. The ultimate goal is to provide the youth and their families a level of service, care, compassion and connection to the community that is conducive to success. This dramatically decreases the opportunities for re-arrest. In the calendar year of 2018 there were 2 Reintegration cases.

Referral Source: Juvenile Court ONLY

- ❖ The Juvenile Court Judge may refer a youth at any time.
- ❖ A Probation Officer may refer a youth at any time after disposition of the case following approval by a Probation Supervisor.

PENNSYLVANIA'S POSTTRAUMATIC STRESS DISORDER (PTSD) PROJECT

Westmoreland County continues to be the permanent home to Pennsylvania's PTSD Project. The program includes training therapists statewide on the Residential Treatment Curriculum (RTC), specialized PTSD Aftercare services, and a variety of one day trainings for professionals that work with youth in any manner. The RTC, which is a twelve session treatment curriculum to help youth that have been traumatized, was updated in 2016 to include the most current research in the field of trauma treatment. The PA PTSD Project, in conjunction with Adelphoi Village, provided the 40 hour training to certify therapists in the RTC on two occasions in 2017 and certified 19 staff members from various facilities around the state. In addition, 15 people that were previously certified in the RTC participated in a booster training to get certified in the updated curriculum. Perhaps the biggest accomplishment for the PTSD Project was completion of a new training video, which was produced in February of 2017. The video is used in the RTC, as well as in various one-day trauma trainings that are conducted by the PTSD Project. The video stars a young lady from Adelphoi Village that has completed the RTC and is doing very well overall since completing the curriculum. The video has gotten great reviews from the audiences that have viewed it during trainings this year, and it will help the PTSD Project train staff members all over the state for years to come.

Additionally, the PTSD Project provides monthly training opportunities at the Juvenile Service Center in Greensburg, and it also provides on-site training for many placement agencies, juvenile detention centers, other probation offices, schools, and Children and Youth agencies. In 2018, the PTSD Project provided 23 trainings and trained 405 participants in a variety of training opportunities that address PTSD, mental health issues, stress management for youth, and stress management for staff. Like the RTC, all of our one-day trainings have been updated to reflect the most current research in the field of trauma. The PTSD Project added three new one day training opportunities in 2017, as Developmental Trauma Disorder, PTSD in Special Populations, and Urban Violence Traumatic Stress Response Syndrome. The new trainings were very well received throughout the year, as they were done at various facilities all over our state.

Members of the PTSD Project are significantly involved in the Southwest Regional Crisis Intervention (CIT) Team, which is a group that provides 40 hours of training in crisis intervention and mental health issues for local police officers, probation and parole officers, security personnel, and corrections officers. The coordinator of the PTSD Project serves as a board member on the Ray of Hope, which is a task force that works to prevent suicides in Westmoreland County and has also earned Certification in Traumatic Stress Studies from the Trauma Center at the Justice Resource Institute in June of 2017.

Future Goals for the Pennsylvania PTSD Project include:

- Launch a website that will be home to a distance learning program where people can participate in all of our trainings online
- Continue to certify therapists statewide in the RTC
- Continue to provide Booster Trainings on the updated version of the RTC

- Continue to provide regular trainings for professionals and paraprofessionals that serve youth in any capacity
- Continue outreach to community groups and organizations
- Research the outcomes of the RTC and PTSD Aftercare
- Utilize trauma informed care to enhance the services that are available to the youth of Westmoreland County

REINTEGRATION PROBATION

One of the most critical moments for juveniles placed in residential treatment facilities occurs once they return from placement and attempt to reintegrate into their homes and communities. Often, juveniles who benefit from a controlled, structured environment have difficulties applying their newly acquired skills to real-life situations. Reintegration Probation provides a period of supervision and service delivery to assist youth during this transitional period with the goal of preventing and reducing recidivism. Additionally, youth who have been found delinquent and feel ostracized from the community and have a poor support system may also reduce their risk of recidivism with the structure and assistance of Reintegration Probation.

In addition to monitoring the progress of Court ordered conditions, the Reintegration Officers determines targeted support systems for the juvenile, for example; family members, peers, schools employees or other community members. Reintegration Officers facilitate interaction and involvement between juveniles and the community. Reintegration Officers continually identify and develop community resources that assist in the enhancement of the juvenile's strengths. The intent of Reintegration Probation is to offer a higher level of supervision in order to decrease the likelihood of recidivism.

Another responsibility of the Reintegration Officer is to educate their peers about community resources. This is achieved by offering Resource Days. Resource Day is when organizations from different communities come to the Probation Office to inform Probation Officers about the services they offer. The Resource Officer's job is to keep up-to-date on the different and new services being offered.

DANGERS OF SEXTING DIVERSION PROGRAM

In 2019, the Westmoreland County Juvenile Probation Office conducted 7 Dangers of Sexting Diversion classes for 61 total juveniles referred. 59 juveniles successfully attended, ranging in ages from 12-18 years old, and from grades 6th through 12th. 2 juveniles did not successfully complete the class, and had their cases returned to their respective referral sources for further processing.

Of the 59 participants, 28 were males and 31 were females. 28 referrals came from local magisterial courts, 19 were from the Westmoreland County Youth Commission, and 2 parents made referrals for their children. The remaining 12 referrals came from our

Juvenile Probation Department as a condition of probation and to provide educational opportunity to the youth.

Some of the youths' responses from the Post-Test given after the group was conducted were asked "Knowing now what you have learned about the laws of Sexting, what would you do differently?" The juveniles' responses were:

- "This was helpful information to know."
- "I didn't know that all of this was illegal. Everyone does it...I guess I just got caught."
- "I will make better decisions on my apps from now on."
- "Michele should tell all the kids and teachers in my school"
- "Good information."
- "I won't sext anymore."

2019 HIGHLIGHTS

A Message from the Director:

The Juvenile Probation Department of Westmoreland County has the unique and critical responsibility of shaping young lives as well as addressing and serving the needs of victim's and communities. Our goal is to reduce the youth's risk to reoffend as well as change long term behavior. Westmoreland County Juvenile Probation is committed to using evidence based practices and the principles of Balanced and Restorative Justice with fidelity at every level of our system.

This report gives us an opportunity to share the exciting and innovative work that has been accomplished by our group of dedicated probation officers and support staff in the last year.

We continue to strive toward implementing and utilizing evidence-based practices to enhance Westmoreland County's Juvenile Justice System. The last eleven years we have worked to reduce the risk juvenile offenders post to the community.

Through legislation, the purpose clause of Pennsylvania's Juvenile Act contains language that requires employing evidence-based practices with fidelity at every stage of the Juvenile Justice Process. Evidence-based practice simply means "applying what we know in terms of research to what we do in our work with youth, their families, and the communities in which we live." As a result, we focus our efforts and collect and analyze

data necessary to measure the results of these efforts; and, with this knowledge, we strive to continuously improve the quality of our decisions, services and programs. This use of research and our outcomes will allow our juvenile justice system to achieve and confirm the effectiveness of our Balanced and Restorative Justice Mission. Prior to this, Act 33 of 1995 amended the purpose clause of Pennsylvania's Juvenile Act to establish "Balanced and Restorative Justice" as the philosophical and theoretical framework for the juvenile justice system. The statute clearly defined three goals for our system: 1) The protection of the community; 2) The imposition of accountability for offenses committed and 3) the development of competencies to enable children to become responsible and productive members of the community.

In order to enhance and support these efforts, we are emphasizing the use of research-based evidence to guide our development of policy and practice in all aspects of Balanced and Restorative Justice and the application of evidence-based research to protect the community from further harm by reducing rearrests and recidivism rates for youth involved in the juvenile justice system through the process of behavioral change.

- ❖ In order to fulfill our mission "*to provide supervision and rehabilitation to youth and families while providing Community Protection, Victim Restoration and Youth Redemption*" our department continues to implement programs and protocols that move us in that direction.
- ❖ **Family Involvement/Community Involvement:** We have continued to work toward engaging families whose children are involved in Juvenile Court in a much more meaningful way. We created a Family Satisfaction Survey and encourage families to complete it at case closing. This can be done on line or via hard copy. The results of that survey have been positive. When children are involved in our system, involving families in case planning and goal setting and in all phases of the juvenile system are critical to a successful outcome for that child. We have made a commitment to continue our pledge and partner with communities to improve prevention and diversion services. Our Community Involvement Workgroup continues to seek ways to partner and expand the concepts and principles of a Balanced & Restorative Justice System in communities and develop strategies that will increase positive outcomes for all those involved. They are continually exploring avenues in which our department may reach people in communities in positive ways.
- ❖ We continue to use a validated instrument, the **Youth Level of Service Risk/Needs Assessment (YLS)**, prior to filing a delinquency petition for all youth who enter the Westmoreland County's Juvenile Justice System. It is designed to assist our officers in making structured and consistent decisions. The results are used to develop a more comprehensive case plan for juveniles that focus on reducing identified risk factors and emphasizing youth's strengths. Research shows that youth whose services are matched with the correct interventions based on their needs assessment will have better

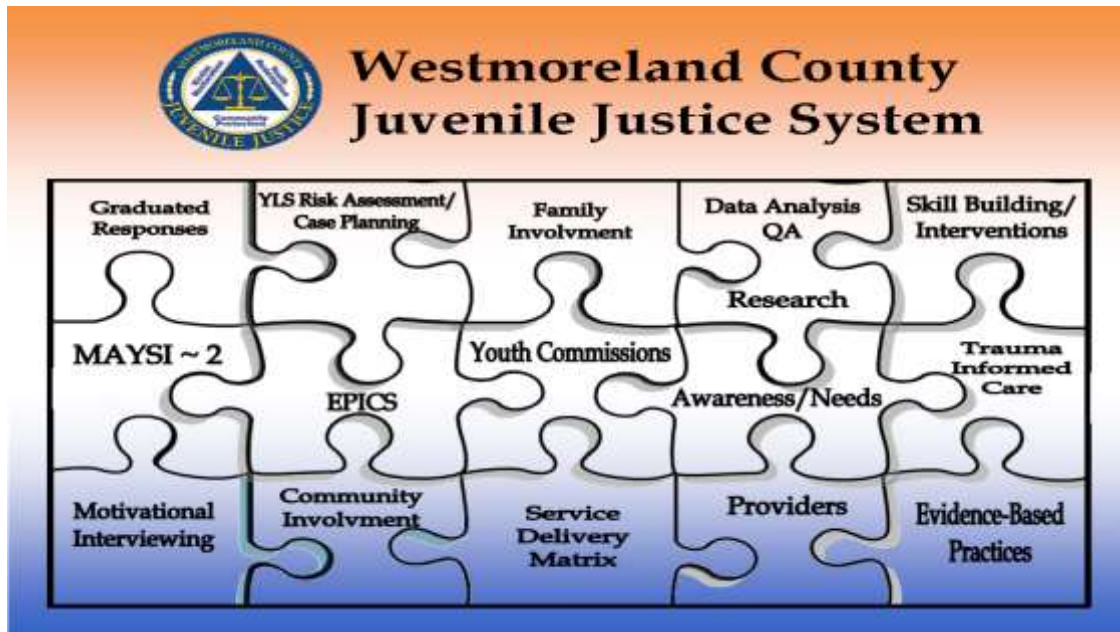
outcomes and the recidivism rate of that youth will decrease. The Department has 4 YLS Master Trainers who train local staff to administer the YLS.

- ❖ Our **Juvenile Probation sub-office** in New Kensington, PA continues in full operation. Intakes for families in that part of the county are regularly conducted at that office. This provides a convenience to families and communities in the northern part of the county who no longer need to travel to the county seat in Greensburg to meet with a probation officer.
- ❖ **Bridges out of Poverty** continues to be a major initiative and our staff works diligently in Westmoreland County communities to ensure its success. Our commitment to this is strong and staff is continuously encouraged to participate and enhance its mission which has forced us to understand poverty and how we can better connect with people in poverty.
- ❖ Our staff continues to conduct youth groups as an educational component to assist in their understanding as well as the consequences of Sexting/Technology and Sexual Violence. These youth consist of those involved in the juvenile justice system or who appear before the Magisterial District Court on a sexting summary offense. Our goal is to share this with parents and community members as an awareness and preventative method as well.
- ❖ **Motivational Interviewing:** Motivational Interviewing (MI) is a communication skill that helps probation officers resolve their client's ambivalence to change. It also changes and strengthens their relationship with their probationers to one of a guide and helper. It is used for strengthening motivation and commitment to change originally developed for the addictions field and has been adopted for use by probation officers to facilitate behavioral changes in juvenile offenders. It is a key part of professional alliance and has been implemented throughout our department. All probation officers in our department have been trained in MI and produce audio recordings of their meetings with clients on a quarterly basis. These recordings are coded by MI Coaches and feedback is given by them to each officer as Quality Assurance. Currently there are six Motivational Interviewing Coaches within the department.
- ❖ **Posttraumatic Stress Disorder (PTSD) Project:** We continue to offer a variety of trainings in this area for law-enforcement, probation officers, mental health workers, school teachers and administrators, juvenile detention and shelter personnel, children & youth caseworkers, private providers and others across the state of Pennsylvania. We continue to promote the importance of recognizing signs and symptoms of PTSD and the need to address trauma in youth.

- ❖ **Juvenile Court Week:** Each year in early October the governor declares Juvenile Court Week in Pennsylvania. A Proclamation was presented by the County Commissioners to the Honorable Michele Bononi, Juvenile Court Administrative Judge, to kick off the week. In addition we held a very successful Fall Family Fun Night for the general public at Twin Lakes Park. It was a nice opportunity to promote family and community engagement. We encouraged local families to attend and participate in the family-friendly-free activities. Local agencies and businesses also attended and provided information about services they offer. Local coalitions were present and shared information and awareness about their foundations. There were many gift baskets and other donated items raffled to the several hundred who attended. Food and beverages were provided to all.
- ❖ **Youth Commissions and Reintegration:** We worked diligently to expand our Youth Commission Program during the year. In the last few years, volunteers have worked with youth as mentors in the community and not just to divert youth from the system. Our commissions were assigned youth throughout the year and it was a positive experience. Many youth lack community support from their parents, families, neighbors, etc. The goal is to establish an on-going relationship between a youth and a commission member, connect the youth to his/her community and give him/her the skills to become a responsible, law abiding citizen after the case is closed in Juvenile Court.
- ❖ **Pennsylvania Detention Risk Assessment Instrument (PaDRAI):** In January, 2017 the department began using this assessment tool. It is a validated static risk instrument to help probation decide which juveniles should be securely detained and which should be released to an alternative to secure detention pending a formal hearing. This is based on their risk to reoffend and their likelihood to appear for Court. The tool accurately predicts these risk factors at rate of over 90%. This instrument assists probation officers to use objective criteria through the use of this validated assessment tool. We use this tool to improve upon something we already do. It increases objectivity & consistency in the detention decision making process, to properly identify youth who pose the greatest risk for re-offending or failing to appear, it encourages the proper use of alternatives to detention. More importantly this instrument is intended to ensure Fundamental Fairness in the detention decision making process. This tool is designed to measure risk to re-offend and/or fail to appear during the specific time period while the youth is awaiting his/her first Juvenile Court hearing. The underlying principles of the PaDRAI are Objectivity (to reduce the inherent biases), Uniformity (use the same rules for everyone), and Risk-based (use actuarial science to evaluate/measure only proven risk factors).

- ❖ **Graduated Responses:** The Department has established a range of graduated responses/sanctions to help juveniles become law abiding and productive citizens. We have been working on developing rewards as well since research indicates that the reward/sanction ratio of 4:1 can be an effective tool in positively shaping a juvenile's behavior. We have begun our Graduated Response Policy and it will be finalized in 2020.

2019 was productive as we moved even further into the Juvenile Justice System Enhancement Strategy (JJSES). Through on-going training, our probation officers are developing and mastering skills in evidence based practices. Through JJSES, we will achieve our Balanced & Restorative Justice Mission which is Community Protection, Victim Restoration and Youth Redemption.



REVENUES AND EXPENSES

	2015	2016	2017	2018	2019
EXPENSES	\$7,158,496.00	\$7,228,268.03	\$7,394,467.00	\$7,691,415.00	8,014,422.31
REVENUES	\$3,205,612.00	\$4,266,509.62	\$3,259,463.00	3,929,204.00	3,441,660.66

**WESTMORELAND COUNTY DOMESTIC RELATIONS SECTION
2019 ANNUAL REPORT**

President Judge: Honorable Rita Donovan Hathaway
Administrative Judge: Honorable Scott O. Mears
Department Head: Terence O'Halloran, Esquire

2019 PERFORMANCE

INCENTIVE MEASURES:

For the eleventh consecutive year, Pennsylvania again met the minimum 80% compliance requirements for all 6 of the categories monitored for federal Incentive Funding for FFY 2019.

The following chart reflects the results for Westmoreland County and the Commonwealth for 2019 fiscal year. There continues to be no statistical difference over the recent years so Westmoreland County retains its relatively strong position in the establishment, collection and enforcement of child support and medical support orders.

MEASURES as values	Westmoreland	Pennsylvania
Line 01 - Count of Open IV-D Cases	7,924	348,714
Line 02 - Count of IV-D Cases with Support Order Established	7,558	313,342
Support Ratio (Line 2 / Line 1)	95.38%	89.86%
Line 5 - Count of Children Born Out of Wedlock	5,187	273,329
Line 6 - Count of Children with Paternity Established	5,681	294,910
Paternity Ratio (Line 6 / Line 5)	109.52%	107.90%
Line 24 - Amount of Current Support Owed	\$31,859,187	\$1,232,464,865
Line 25 - Amount of Current Support Disbursed	\$27,195,001	\$1,038,087,029
Current Support Ratio (Line 25 / Line 24)	85.36%	84.23%
Line 28 - Count of Cases with Arrears Owed	6,737	250,989
Line 29 - Count of Cases with Disbursements toward Arrears	5,686	212,692
Arrears Ratio (Line 29 / Line 28)	84.40%	84.82%
Line 2e - Count of Arrears-Only IV-D Cases with Orders Established	850	40,012
Line 21 - Count of IV-D Cases with Medical	6,448	255,200

Support Ordered		
Line 21a - Count of IV-D Cases with Medical Support Ordered and Provided	6,197	239,945
Medical Support Establishment Ratio (Line 21 / (Line 02 - Line 2e))	96.12%	93.37%
Medical Support Enforcement Ratio (Line 21a / Line 21)	96.11%	94.02%

CASELOAD

Again this year, the caseload slightly decreased in 2019, this time by 341 cases. The breakdown is as follows:

2015 – 2019 Caseload Comparisons								
Year	SSI	Federal Foster Care	General Assistance	Medical Only	Non-Federal Foster Care	Non-TANF	TANF	Total
2015	1	354	0	3	139	8153	553	9,203
2016	1	397	0	3	127	7990	534	9,052
2017	1	385	0	5	91	7889	503	8,874
2018	1	383	3	4	135	7652	474	8,652
2019	1	348	0	3	144	7351	464	8,311

2019 CASE PROCESSING ACTIVITY

Year	Paternity Estab.	Paternity Excluded	Complaints Processed	Modifications Processed	Conferences Conducted	Record Hearings	Contempt Hearings
2015	124	27	1854	3095	4504	216	3565
2016	102	21	1862	2972	4384	221	3646
2017	75	15	1728	2766	4079	211	3758
2018	76	30	1605	2747	3955	126	3585
2019	65	24	1534	2655	3833	185	3595

COLLECTIONS COMPARISONS

The collection per case increased slightly in 2019 and Westmoreland continues to perform well above the federal minimums. In addition to Total and Per Case collections, the other important performance factor is effective enforcement of established obligations.

CASELOAD/COLLECTION TREND

(We rank #5 out of 12 counties listed as 3rd class in dollars collected per case)

Westmoreland Collections per Case Trend			
Year Ending	Caseload	Collections	Per Case
12/31/2015	9,203	\$38,451,526.16	\$4,178.15
12/31/2016	9,052	\$38,508,572.14	\$4,254.15
12/31/2017	8,874	\$37,283,516.36	\$4,201.43
12/31/2018	8,652	\$37,038,156.86	\$4,280.88
12/31/2019	8,311	\$36,629,947.22	\$4,407.41

DRS TITLE IV-D FUND BALANCES:

DRS maintain four (4) distinct fund sub-accounts within the IV-D Fund account:

Checking – all income and expense passes through this account. Program income is deposited here. Transfers are made to and from the county, and in and out of the investment accounts. More money is kept in cash to help offset overall banking fees. Transfers out of the investments are used to cover weekly expenditures.

PLGIT Trust – a short-term investment account which includes interest income from the Invesco AIM account. In the past, Investments were used to increase cash balances through interest earnings; however, with interest rates so low, less money is in investments.

PA Treasurer’s Money Market – a short-term investment account which contains deposits similar to those in the PLGIT. This account is managed by the County Fiscal Department, making transfers in and out of the checking account, as necessary.

Invesco AIM – an investment account established for the sole purpose of separating Title IV-D earned incentive dollars. This was necessitated by the Deficit Reduction Act of 2005 (DRA).

(The Title IV-D Account Statement for the year ended 12/31/19 is attached to the end of this report)

WHERE SUPPORT DOLLARS COME FROM?

Seventy eight percent of support dollars are collected through wage withholding. Cash and Checks, including contempt purge payments and relatively few payers with wage withholding waivers, make up another 14%. The balance consists of payments received from other states, Unemployment Compensation attachments, and

federal tax offsets. 97% of payments to recipients are paperless. The two paperless options for support recipients are direct deposit into a checking or savings account or deposit into a stored value debit card with the acronym Eppi Card.

2019 Disbursement Types

Direct Deposit	58.20%	\$21,274,514.56
Eppi Card (stored value)	38.85%	\$14,200,772.03
Check	2.95%	\$ 1,079,064.45

COUNTY SHARE OF COSTS

Local government is responsible for providing the non-Federal share (approximately 34%) of the cost of DRS operations. 2011 represented the first year Westmoreland County had to pay that percentage as a result of the Deficit Reduction Act of 2005. The detailed explanation of the change was provided in prior year's Domestic Relations Report to the Court.

As a result of the 34 percent reimbursement requirement, the court's share of 2019 costs of this office's operations is as follows:

DRS total budgeted expenditures for 2019:	\$ 4,084,921
County Shared Calculation Includes:	
34% shared Direct Expenditures:	1,170,924
Plus Unallowable costs:	124,634
Plus 100% workers comp. Medical & Ind.	<u>0</u>
Total County Contributions:	1,295,558

These figures compare to a 2018 DRS budget of \$4,091,028 with the county budgeted to have paid \$1,326,045 towards that amount.

It should be noted here that the Federal Standard for Cost Effectiveness for DRS offices is \$5 collected per \$1 expended.

The DRS continues to use restricted Incentive dollars to fund capital improvements, a portion of non-union salaries, and training, completely releasing the County from those costs.

CURRENT DRS BUSINESS PLAN

2019 again saw a gradual decrease in the number of support cases and dollar amounts collected. While Westmoreland improved its collection rates in the various categories, we still do not meet prior years' collections amounts. There is no denying the fact that fewer people live in this county and the ones who remain are not having as

many children, for whatever reason. That is reflected in the gradual decline in the figures over the years.

In spite of that gradual decline, which is a state-wide phenomenon, Westmoreland continues to perform above the state average in cost effectiveness in its operations, receiving \$8.84 in child support for every dollar we spend to collect it. That's far above the above-mentioned \$5.00 level the federal government requires for maximum reimbursement of our expenditures.

There continues to be pressure on the state level to reduce expenditures but Westmoreland County is well positioned to adapt to any changes that may come from state directives in the future.

WESTMORELAND COUNTY LAW LIBRARY
2019 ANNUAL REPORT

President Judge: Honorable Rita Donovan Hathaway
Law Librarian: Elizabeth Ward, MLS

ORGANIZATION

Betty Ward; Law Librarian, Master of Library Science, Univ. of Pittsburgh
Pamela Snyder; Library Assistant, Assoc. of Applied Science, Legal Assisting, WCCC

SERVICES

The Law Library provides:

- A collection of approximately 25,000 law books, 401 CD's, and a variety of online resources, with a strong emphasis on Pennsylvania practice materials. Attorneys and courthouse personnel may borrow materials for a 1 week period; the public must use materials on-site. Most online resources can be emailed.
- Five public access computers used to search licensed online legal information, such as, Westlaw, Lexis, Shepard's, HeinOnline, etc. Information can be printed or emailed. The computers are also used to access the internet, court and county information, records, forms, and the library's CD collection. In addition, the public and attorneys often use the computers to type and prepare legal documents.
- Trained library staff to maintain the library and assist users in locating information and materials appropriate to their needs.
- A quiet, comfortable setting for people to study and conduct their research.
- A small meeting room for attorneys, clients and courthouse personnel to discuss legal matters in a private setting.
- Equipment including: copier, fax, scanner, and printer available to library users for a nominal fee.
- Wireless Internet Access (Wi-Fi) available for those with laptops and other devices.
- Interlibrary loan and document delivery services to provide materials not available in
the library.
- Customized "in-house" databases and guides created to make our various collections more accessible and user friendly. Guides created for: local municipal ordinances, PBI collection, Pathfinder series (research guides), and local court opinions.
- Convenient hours for the public - the Law Library is open during regular courthouse hours with extended hours, until 7:30 PM, on Wednesday evenings.
- Extended hours and borrowing privileges available for Westmoreland Bar Association members. The Library's Collection includes over 2,000 Pa. Bar Institute CLE books.

2019 Updates

- The Law Library's Computers were used to conduct 7,902 Westlaw transactions. They were also used for thousands of other searches using HeinOnline, various forms databases, the internet, and our other licensed products.
- Annual usage of our Pa. Lexis Advance plan almost doubled, having been used for 5,301 transactions. Our online patron access plan was enhanced to now include 29 Pa. specific treatises and practice guides. New Analytic features were incorporated into our plan, as well.
- Referrals of self-represented litigants from Family Court, the Prothonotary's Office, and the Pro Bono Office, increased throughout the year. 1,892 people used the library's computers to print custody and divorce forms. Others visited to research the law or receive instruction on accessing our court forms and online information.
- A collection of handouts and fliers was created to assist the self-represented.
- Numbers increased for those needing copies of personal documents, such as: pay stubs, bank statements, tax returns, etc. Courthouse visitors were sent from other offices to use the library's computers and fax machine.
- Through our associate county law library membership to the Jenkins Law Library in Philadelphia, our Law Library offers access to over 22 licensed online databases. New content included the addition of Nolo (self help) materials, and West Academic titles. Our attorneys rely on the Common Pleas Opinions database (81,000+) and Gale Pa. Legal Forms for their research needs. The Lexis and Law Journal Press E-Book collections, supplement our book collection.
- Research assistance and materials were provided to Senior Judges.
- The Law Librarian participated in two "Bridge the Gap" seminars for the Westmoreland Bar Association.
- The Law Librarian attended several regional meetings sponsored by the Western Pa. Law Library Association, and attended the Pa. Library Assoc. annual conference in Erie.
- Library staff participated in online training and continuing education webinars offered by the Western Pa. Law Library Association, Westlaw, Lexis, and the American Association of Law Libraries.
- 42 customized "Pathfinder" research guides (on frequently requested topics) were updated to assist our users in locating information available in our own library.
- The "in-house" directories and databases of local municipal ordinances, Pa Bar Institute publications, and local court opinions were updated.
- The archival, historic, Pa. collection and the PBI collection were rearranged and weeded to make materials more organized and accessible.

2019 Statistics

Total Visits/Contacts by those using the Law Library:	10,498
Attorneys	4,754
Court & County	1,636
Public	4,108

Materials Circulated: (Books, CD's, and Document Delivery) 5,412

Online Research Transactions – Licensed Products:

Westlaw	7,902
Lexis	5,301
Other licensed databases	603

Local Ordinances Filed: (proposed, enacted, revised) 128