

Sauk County Clerk of Circuit Court Annual Report for year 2012

2012 Mission: The mission of the Sauk County Clerk of Circuit Court office is to provide the administrative link between the judiciary and the public in a manner that is professional, courteous and efficient. We strive to promote and implement procedures that will enhance efficiency in the office and coordinate with the court operations. Our goal is to provide quality justice-related support services to all participants and the general public in an easily accessible and respectful environment.

Departmental Program Summary:

As directed by Wisconsin State Statute 59.40, we provide all courtroom clerking support functions and administer model recordkeeping, collection and disbursement procedures for fines, fees and forfeitures on all case types.

2012 Goals Review

2012 GOALS REVIEW

OBJECTIVE	WAS THIS OBJECTIVE REACHED IN 2012?
	Yes or No (If no, please provide comment)
Enhance & streamline office procedures	Ongoing
Streamline in-court processing procedures	Ongoing
Enhance online services to pro se litigants	Yes
Reduce the time, costs & liability involved with transporting defendants from outside facilities	No. Difficult to arrange video conferencing
Reduce interpreter costs to the courts	No. Difficult to schedule this
Promote digital access to Small claims filed documents	No. No benefit in doing this
Elevate collection revenues	Ongoing
Paperless court records	Ongoing

Changes / Accomplishments: We had two retirements this year that were full time positions. One was filled with our current LTE person. The second position was filled with an outside hire. Overall result, we are reduced by one staff member.

Statistical Summary:

OUTPUT MEASURES

DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL
New cases files	21,841	20,678	22,009
Casework performed	225,561	219,979	223,748
Documents scanned	104,192	102,175	122,425
Gross money receipted	4,403,343	3,743,232	4,613,090
Money collected outstanding fines - Clerk of Courts	1,008,439	942,112	858,013
Money collected outstanding fines - Other County Depts.	238,543	218,256	301,949
Collections via collection agency	57,215	230,634	344,062

OUTCOME AND EFFICIENCY MEASURES

DESCRIPTION	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL
Cases filed vs. cases disposed	21,841/22,028 99%	20,678/20,934 99%	22,009 vs. 22,351 98%
Debts assessed vs. debts collected by individual year	4,808,017 vs. 2,722,2347 57% Coll rate	4,196,745 vs. 2,345,234 56% Coll rate	5,369,240 vs. 3,472,608 65% Coll rate
Grand total of debts assessed vs. debts collected overall	86,547,767 vs. 79,139,101 92% Coll rate	91,010,152 vs. 84,004,316 92% Coll rate	96,610,316 vs. 88,826,980 92% Coll rate