

Goodyear Municipal Court Executive Summary FY22

Committed to the fair and impartial administration of justice, we deliver efficient and accessible customer service by timely processing all legal matters within our jurisdiction.

City of Goodyear Municipal Court

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The Goodyear Municipal Court is part of the integrated judicial system and serves as the Judicial branch of the Goodyear Municipal government. The Court is subject to the administrative authority of the Arizona Superior Court and the Arizona Supreme Court.

To Our Stakeholders

This summary provides highlights of the Court's performance of Fiscal Year 2022, as well as goals for the current and coming fiscal years. The Court continues to model itself after the current strategic agenda initiatives as set by Chief Justice Brutinel, while continuing to align with the City of Goodyear's own strategic plan initiatives.

Strategic Highlights

The Goodyear Municipal Court recognizes the importance of identifying opportunities to grow as an organization, and therefore we work to design goals that support the foundational components of a Court's purpose and responsibilities. It is best stated by Chief Justice Brutinel "...Courts need to improve, to set goals for improvement, and to chart the course for accomplishing those goals... Our courts have established a nationally recognized reputation for excellence in innovation, judicial administration, and education, which we intend to continue into the future."

Training, Development & Opportunities

- *Succession planning: collaboration with Human Resources Department to evaluate all Court position grade and classifications to address feedback from the team regarding compensation.*
 - *Participation in Compensation and Class study with consultant*
 - *Revision of Court position descriptions, rename and reclass for Specialist and Supervisor positions (absorbed within budget)*
 - *Expansion of organizational structure to expand opportunities for growth from a 3-tier to a 7-tier professional development pathway within the Court*
- *Arizona Supreme Court, Court Leadership Institute of Arizona (CLIA) & National Center for State Court programs. The CLIA is led by experienced Arizona court faculty, scholars, and subject matter experts well-versed in the analysis and evaluation of Courts in a broad social and historical content. Programs are designed to strengthen the knowledge and skills of Court employees as they grow professionally within the Arizona Court system.*
 - *CLIA appointment: Court Administrator re-appointed by Chief Justice Brutinel as committee member*

- *Arizona Court Supervisor program: 4 participants*
- Arizona Court Security Officer Academy (Administrative Order 2019-105) – impacting ACJA section 5-304, requires current Court Security Officers to complete Training and become certified within 1 year of employment. The Court Compliance Officer successfully completed the mandatory CSO training with the Arizona Supreme Court Education Center within the required deadline.

Community Outreach & Partnerships

- Implementation of the Online Dispute Resolution (ODR program) January 2021. The Goodyear Municipal Court maintained the highest caseload rate in the statewide ODR system, with over 600 misdemeanor traffic cases referred to this pilot program and many reaching a successful plea negotiation with the Prosecutor's Office using the ODR system. The Arizona Supreme Court was temporarily funding the use of this technology statewide, and their contract for service has been end-dated. The Goodyear Court temporarily suspended the use of the ODR system effective 4/21/2022. There were not adequate Court or Prosecutorial resources to maintain this busy program. Goodyear engaged with the vendor to seek costs associated with continuing the service, however the vendor was unresponsive. In follow-up conversations between the Court and Prosecutor, the decision to discontinue ODR was agreed, as the technology is far too resource-intensive, and does not benefit the overall goal of timely processing matters in the Court.
- Implementation of DocuSign: over 160 misdemeanor cases processed for electronic signature and Telephonic Sentencing.
- Continued participation in the Glendale Municipal Court Annual Stand Up for Veterans event and Tempe Municipal Court Arizona StandDown for Veterans event.
- Problem Solving Community Court consultant Arizona Court Consulting, LLC on board. Administrative Order 2022-03 effective 10/24/2022 and steering committee established. Current time-line anticipate first docket in April 2023.
 - As of December 2022, Goodyear is working with the City of Glendale Municipal Court to collaborate on an Intergovernmental Agreement for the

West Valley Veteran's Court program, with participation in dockets beginning as early as January 2023.

- Partnership with Maricopa County Regional Homeless Court – granting approval for eligible defendants to complete community service in lieu of payment of fines, if they participate and successfully graduate in the Homeless Court program
- Municipal Court 101 presentation incorporated in the GEO schedule for departments to learn about the Judicial Branch in the City of Goodyear (presented by the Court Administrator)

Access & Fairness

- Language Services & Access (continually provided as mandated)
- Remote/Virtual court appearances via Zoom/Microsoft Teams/facetime and or telephone in accordance with Goodyear Administrative Order 2022-02 for PRESUMPTIVE AND IN PERSON PROCEEDINGS
- Self Help Center
 - The room includes a large directory map for local Justice, Superior and Juvenile Courthouses, as well as a guide as to services which can be obtained at each respective Court. The room also contains a display board for services in both English and Spanish, a resource wall, and a Public Access computer. Court customers can now obtain certain documents required from MVD by using the computer and printing to the customer service station, saving time and reducing the amount of return visits to the Court.

Financial Highlights

Courts collect monies in the form of restitution, fines, and fees, the purpose is to administer justice. Courts are not revenue-generating centers. The following financial data is due to the Courts ability to carry out impartial administration of justice, seeing to it that each case is sentenced fairly and impartially, and that sentences are applied to each individual case accordingly. Payment compliance is achieved in a number of ways, including: payment plans, proactive enforcement, and enhanced collection efforts.

On-going budgeted Programs and Services

- Court Appointed Counsel – expansion of contracts to include Advisory Council services in FY23
 - Plans to request increased funding for these services for FY24
- Language Services – expansion of services to include remote interpreter services in addition to in-person
- Self Help Center
- Jury Management
- Security
- COJET training and other professional development of staff

Goodyear/Guadalupe Intergovernmental Agreement

Pursuant to the Intergovernmental Agreement entered by the Town of Guadalupe and the City of Goodyear, the Goodyear Municipal Court retains all financials receipted for delinquent cases outstanding from the Guadalupe Municipal Court. Total fines and fees receipted from Guadalupe Municipal Court in FY22: \$29,948.11. As anticipated when entering into this agreement, the processing of financial transactions creates minimal impact on Goodyear Court personnel and resources as the transactions are primarily automated and receipted directly into the Court database without Court staff needing to touch the case or case management system unless the balance is satisfied in full.

Court Enhancement Fund

Pursuant to Goodyear City Code Article 6-3-5(E) the City Court shall annually report the amount of money collected and expended during the reporting period and the progress made in Court enhancement.

- FY22 budgeted \$45,000 to supplement the cost of the Court Security Guard position
- FY22 revenue \$83,094.96 (151% of estimated revenue)

Federal Funding – Problem Solving Pilot Court

- The Court kicked-off the Problem-Solving Pilot Court meetings in late 2022 and is currently aiming to begin our first specialty docket in early 2023. This pilot program will allow the Court to provide modified sentencing options for those meeting uniquely identified case criteria (homeless/veteran/mental health)

Operating Highlights

The Goodyear Municipal Court holds jurisdiction over a limited variety of cases. The Municipal Judge presides over misdemeanor crimes and petty offenses committed within the City of Goodyear, including: civil traffic, criminal traffic, criminal misdemeanors, juvenile traffic, liquor violations, City code, protective orders and search warrants. *Court is experiencing an increase due to the resumption of normal activity within the City.*

Charge Filing Stats

- FY22: 12,624
 - Misdemeanor Non-Traffic: 1328
 - Domestic Violence: 576
 - DUI: 1,419
 - Criminal Traffic: 2,447
 - Civil Traffic: 5,968
 - Local Non-Criminal Ordinance: 631
 - Protective Orders: 255

Clearance Rate:

Measured by the number of cases terminated/completed compared to number of cases filed. This data is useful for Courts to analyze trends such as workload on existing staff and potential backlog. The Goodyear Court holds a high-performance standard for case processing and compliance policies, and Court staff are trained to operate at highly efficient levels. Clearance rates have fallen below 100% for the second year. *Increase in workload demands as the Court experienced substantial staff absences, case continuances and delays for various reasons. Limitations on courtroom capacity due to facility and lobby limitations (as identified in the Court's Operational Review conducted by the Arizona Supreme Court). 4*

- FY22: 98% (12,361 terminated cases)

Courtroom Activity:

184 Trials/Hearings held

Maximum capacity per docket established: 25 cases per criminal Arraignment with immediate Pre-Trial Conference proceeding

Operational & Financial Reviews

The Goodyear Municipal Court underwent an Operational Review, as recommended by the Administrative Office of the Courts, in December of 2021. Courts regularly undergo these reviews every 7 years. The Court received a final report and recommendations in early 2022 and have established an Action Plan to address the recommended modifications to Court operations. The Court also completed a Minimum Accounting Standards Tri-Annual External financial audit. The recommendations provided in the MAS audit are the same as those identified in the Operational Review.

Innovation, Efficiencies & Projects

The following innovations are to be recognized during FY22:

- ODR/DocuSign
 - Successful defendant participation and compliance, replacing the previous 'plea by mail' process
 - Increase in activity and demand will require additional staffing resources in order to maintain these valuable remote Court processes
- Civil Traffic Records Destruction
 - Overtime project for staff, purging civil cases which have met retention and recycling case file supplies
- Problem Solving Community Court pilot
 - Approval for pilot program to support Problem Solving Court to address cases for those experiencing homelessness, mental health, or having veteran eligibility. Project is in partnership with Goodyear Police Department and City of Goodyear Prosecutor's Office. Consultant Arizona Court Consulting LLC

Looking Ahead

The Goodyear Municipal Court intends to accomplish a number of future goals, which support Judicial Branch priorities in the State of Arizona as well as priorities specific to this Court. The following future goals and projects have been identified as a priority to the Court, to aid in achieving a high level of service to our customers.

- Strategic, Operational, Security, Technology & Emergency plans
 - Continue efforts to identify and develop meaningful performance measures and opportunities to utilize technology to streamline processes by collaborating with other Courts on pilot projects
- Increased opportunity to expand judicial services and information within the community
- Power DMS – convert policies and procedures into online database for staff access and consistent application
- Court Programs
 - Problem Solving Community Court
 - Online Dispute Resolution & DocuSign
 - Compliance Assistance Program – full implementation
 - Fine Reduction Program
 - Warrant resolution docket
 - Community Service program
- Fair Justice Task Force Initiatives
- Delay Reduction & Best Practices

Goals

Goal 1:

Correct all findings and recommendations as set forth in the Operational Review report conducted by the Arizona Supreme Court – Administrative Office of the Courts, audit report issued in 2022. Develop revised policy and procedure with individual team member training, auditing of team member work product and ensure continuous quality reviews are performed to ensure adherence to policy. Action plan has been developed and work has begun as of fall 2022 and will continue throughout 2023.

Goal 2:

Launch Goodyear Problem-Solving Court for mental health, homeless and veteran defendants. Goodyear Municipal Court Administrative Order 2022-03 has been issued to establish a Problem-Solving Court and Steering Committee. Current timelines aim for the first docket to begin as early as April 2023. Goodyear is also exploring opportunities to collaborate with the

City of Glendale West Valley Veteran's Court via intergovernmental agreement, specifically for Veteran defendant cases.

Goal 3:

Expand Court contract for Public Defender Services to dedicate attorney services beyond current contract scope. Caseloads in 2022 have exceeded expectations, and demand for attorney services are beyond the current contract scope. Request supplemental funding to begin in FY2024 and continue to evaluate attorney services to ensure timely and efficient access to public defender services to Court customers.