

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

2018

Court of Common Pleas  
Of Westmoreland County, Pennsylvania

COURT OF COMMON PLEAS

President Judge: Honorable Rita Donovan Hathaway  
Associate Judges: Honorable Anthony G. Marsili  
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 John E. Blahovec  
Honorable Alfred B. Bell  
Honorable Richard E. McCormick, Jr.

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 Anthony G. Marsili  
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	2016	2017	2018
New Civil Cases Docketed	1627	1803	1488
Arbitration Awards	94	84	83
Beginning Year Balance of Civil Cases	2289	2239	2453
Civil Cases Disposed	1622	2339	1635
Total Civil Pending at End of Year	2294	1703	2306

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

<b>ORPHANS' COURT ESTATES</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	103	117	110	103	99
New cases	243	219	195	188	175
Cases Disposed	229	226	202	192	175
End of Year Balance of Cases	117	110	103	99	99

<b>ORPHANS' COURT GUARDIAN</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	57	48	47	54	51
New cases	69	73	85	80	90
Cases Disposed	78	74	78	83	120
End of Year Balance of Cases	48	47	54	51	21

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	2014	2015	2016	2017	2018
New cases bound over to C.P.	5815	5893	6334	5719	5316
Fast Track Pleas and ARDs	3966	3914	4775	4292	3927
Disposed					
Fast Track DUIs Scheduled	643	790	800	625	774

	2014	2015	2016	2017	2018
Jury Trial	22	31	21	33	20
Non-Jury Trial	32	28	28	22	49
Guilty Plea	4177	3923	4046	4400	3960
Dismissal Rule 586	60	56	53	60	36
Dismissed	118	120	115	135	118
Dismissed Speedy Trial	2	0	0	1	3
Nolle Pros	176	154	202	246	215
ARD	1239	867	927	868	875
Drug Court			64	38	90
Declared Inactive	603	671	668	897	811
Other/Uncategorized Dispositions <sup>1</sup>	35	160	299	277	158
Summary Appeals Disposed	495	511	784	696	634
Total Cases Disposed	5866	5420	5761	6059	5524
End of Year Cases Pending	2439	2899	3130	2807	2669

<sup>1</sup> "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.

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 2014 and 2018. 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.<sup>2</sup>

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<sup>2</sup> 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 2017 and 2018.

### CLERK OF COURTS' COLLECTIONS

	2017	2018
Restitution	1,311,036	1,296,396
Fines	448,340	489,472
Electronic Monitoring Fees	517,890	529,811
Supervision Fees (State)	557,504	539,973
Supervision Fees (County)	556,987	539,899
ARD Fees	172,417	175,434
Drug Education Fee	110,305	107,448
Sheriff Costs	32,897	37,008
MDJ Costs	70,526	69,703
Constable Costs	4,691	4,786
Appeals	20,774	23,107
Local Computer Surcharge Fee	13,733	13,683
Judgment Filing Fee	40,565	44,126
Expungements	17,182	21,989
Licenses	4,200	6,246
Pre-Trial Services Fees	12,147	11,776
Judgment Satisfactions	7,919	8,516
Extradition Fees	2,167	6,629
Juvenile EM Fees	5,166	4,191
District Attorney Costs	1,179	1,217
Witness Fees	1,428	1,628
Miscellaneous Revenues	3,333	2,285
Interest	0	0
Record Checks	565	506
Domestic Violence Fee	210	215
<b>TOTAL COLLECTIONS</b>	<b>3,913,263</b>	<b>3,936,043</b>

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 2018. 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

2018 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	2014	2015	2016	2017	2018
Beginning Year Balance of Cases	148	159	140	245	317
New cases	499	462	524	687	651
Cases Disposed	488	481	419	615	655
End of Year Balance of Cases	159	140	245	317	313

The delinquency caseload is managed through the state common pleas case management system (CPCMS) with a delinquency module that was rolled out in early 2014 to counties. This allows for standardized tracking and processing of the delinquency caseload.



<b>FAMILY COURT – DEPENDENCY (ABUSE &amp; NEGLECT)</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	204	176	213	217	245
New cases	102	118	99	139	145
Cases Disposed	126	86	95	111	146
End of Year Balance (cases)	176	213	217	245	244

<b>FAMILY COURT – DEPENDENCY (STATUS OFFENSES<sup>3</sup>)</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	30	33	41	39	40
New cases	41	34	31	25	33
Cases Disposed	39	26	33	24	37
End of Year Balance of Cases	33	41	39	40	36

<b>FAMILY COURT – DIVORCE</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	2770	2766	2845	2914	3021
New cases	906	1013	995	888	928
Cases Disposed	910	934	926	781	841
End of Year Balance of Cases	2766	2845	2914	3021	3108

<b>FAMILY COURT – CUSTODY</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	847	367	347	452	415
New cases	1161	957	911	890	813
Cases Disposed	1641	977	806	927	769
End of Year Balance of Cases	367	347	452	415	459

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 provides more scheduling certainty and resolves cases proceeding without attorneys.

<b>FAMILY COURT – PROTECTION FROM ABUSE</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	41	133	100	116	125
New cases	832	810	804	752	853
Cases Disposed	740	843	788	743	817
End of Year Balance of Cases	133	100	116	125	161

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<sup>3</sup> Status offenses include truancy and incorrigibility.

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 2018 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 accountability in caseload statistics.

<b>ORPHANS' COURT – TERMINATION OF PARENTAL RIGHTS</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	48	59	99	56	110
New cases	171	166	173	214	214
Cases Disposed	160	126	216	160	222
End of Year Balance of Cases	59	99	56	110	102

<b>ORPHANS' COURT – ADOPTIONS</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Beginning Year Balance of Cases	10	9	11	16	15
New cases	99	109	113	123	140
Cases Disposed	100	107	108	124	98
End of Year Balance of Cases	9	11	16	15	57

## 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.

	2014	2015	2016	2017	2018
EXPENSES	5,765,638.63	5,714,669.86	5,827,584.98	5,995,704.55	6,021,201.64
REVENUES	1,109,816.73	1,161,006.60	858,570.68*	918,786.23*	970,849.38*
NET COST	4,655,821.90	4,553,662.26	4,969,014.30	5,076,918.32	5,050,352.26

\*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 2017 and 2018 the grant was \$507,034 and \$330,000 respectively.

## CRIMINAL JUSTICE ADVISORY BOARD

Chaired by Judge Anthony G. Marsili and Judge Michele G. Bononi in 2018, 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.

## VETERANS DIVERSIONARY PROGRAM

In 2012, Westmoreland County developed a Veterans Diversionary Program. This program is available to qualifying Veterans who have served and who have certain summary or misdemeanor charges pending against them. Those with pending felony charges, DUI charges, charges of sexual crimes involving a minor child, and first-class misdemeanors other than retail theft are excluded from the program. In 2017, the program was expanded to allow those charged with terroristic threats to participate in the program, provided a weapon was not used in the commission of the crime. Veterans agree to participate in the program and are screened by a Veterans Justice Outreach Coordinator. Participants who qualify obtain consent of the District Attorney and agree to undergo treatment through the Veterans' Administration. Upon successful completion of the program, charges are dismissed. The goal of Veterans Court is to provide incentives to obtain the treatment helpful for rehabilitation, and thereby reduce recidivism. The court plans to focus on Veteran's court in 2019 to attempt to enhance use of the program and to have a Common Pleas judge assigned to oversee Veteran's Court and supervision of this caseload.

WESTMORELAND COUNTY ADULT PROBATION AND PAROLE DEPARTMENT  
2018 ANNUAL REPORT

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

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 have primary responsibility for training. Probation Officers have the major responsibility of carrying out the day-to-day activities to meet the department's mission. Support staff provides clerical support for all activities. In 2018, 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, 2018, the total number of offenders under the supervision of the Westmoreland County Adult Probation/Parole Office was 7,835. Of that total, 5,442 were male and 2,393 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. 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. Seventy-nine (79) presentence investigations were ordered by the Court in 2018.

The sentencing judge is required to consider the sentencing guidelines in determining the appropriate sentence for offenders convicted of felonies and misdemeanors. During 2018, four thousand ninety eight (4,098) 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

#### 2018 STATISTICS

TYPES OF CASELOADS	NUMBER OF OFFENDERS
ARD	964
General Field – North Region	942
General Field – South Region	919
General – Low	1320
Sex Offenders	123
<b>TOTAL NUMBER OF OFFENDERS</b>	<b>4,268</b>

As of December 31, 2018, there were 951 offenders in Bench Warrant status.

2018 OFFENDER REPORTING

Report Place	In Person	By Mail	Pretrial	Drug Court	TOTAL
Main Office	11,471	6,653	849	2,628	21,601
New Ken. Sub-Office	3,537	0	288	226	4,051
Monessen Sub-Office	1,927	0	93	155	2,175
TOTALS	16,935	6,653	1,230	3,009	27,827

2018 EXPUNGEMENTS

ARD	428
PWV	108
TOTAL	536

2018 EARLY RELEASES

ARD	188
PWV	17
IP	49
TOTAL	254

2018 DRUG TESTING

Location	Drug Tests Conducted
Field	1,698
Greensburg (Main Office)	4,747
Monessen Sub-Office	725
New Kensington Sub-Office	1,037
Westmoreland County Prison	17
Pretrial	1,222
<b>TOTAL</b>	<b>9,446</b>

Adult Probation also conducted 509 drug tests for Family Court.

DNA TESTING

Offenders incarcerated or under supervision for felonies and other specified offenses are required to provide a DNA sample prior to release from prison or county supervision.

DNA Samples Drawn	2016	2017	2018
Adult Probation Office	180	220	209
County Prison	108	92	92
Field	0	2	0
New Kensington Sub-office	34	8	0
Monessen Sub-office	0	10	0
<b>Total</b>	<b>322</b>	<b>332</b>	<b>301</b>

## 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 active administrative cases as of December 31, 2018 was 2,089.

### 2018 TRANSFER CASES

Number of Offenders whose Supervision was Transferred to County/State of Residence	688
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### 2018 CO-OP CASES

Requests Received to Supervise Offenders with Cases from Other Counties	394
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### COUNTIES MAKING THE MOST REQUESTS:

County of Conviction	Number of Offenders Supervised in Westmoreland County
Allegheny	170
Indiana	46
Washington	43
Fayette	21
Armstrong	20

## 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 2018, the equipment used to monitor those offenders was leased through BI, Incorporated.



2018 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.	707
Number of Offenders who were Ineligible for IP	43
Average Number of Days on Electronic Monitoring	97
Number of IP Cases Transferred to Other Counties for Supervision	86
Number of Offenders who Successfully Completed Electronic Monitoring	633
Number of Offenders who were Unsuccessfully Discharged from Electronic Monitoring	53
Total Jail Days Saved	63,382
Electronic Monitoring Fees Collected	\$529,811

IP PROGRAM TRENDS

	2014	2015	2016	2017	2018
Pending	148	183	234	202	201
Average Number of Days on Electronic Monitoring	141	107	172	94	97
Number of Offenders Placed on Electronic Monitoring	656	637	624	687	707
Average Number of Offenders on EHM	328	285	238	243	264

2018 OVERALL STATISTICS

3,632 new offenders and 4,432 new cases were added to Adult Probation's system during the 2018 calendar year. During that same time period, 3,809 offenders were released from supervision.

2018	NEW	NEW	Program of these new cases.						RELEASED
	OFFENDERS	CASES	ARD	INC	PAR	PRO	PWV	IP	OFFENDERS
JAN	338	422	80	34	55	173	27	53	365
FEB	253	301	58	16	58	116	14	39	234
MAR	325	411	81	27	53	188	18	44	339
APR	425	400	98	27	52	145	27	51	419
MAY	307	394	82	31	63	155	21	42	328
JUN	254	311	79	17	39	119	16	41	305
JUL	243	299	59	25	44	116	20	35	353
AUG	353	447	87	23	67	193	28	49	302
SEP	239	314	61	11	36	142	19	45	283
OCT	381	474	97	42	60	194	34	47	353
NOV	236	311	76	17	45	120	24	29	363
DEC	278	348	75	35	34	142	15	47	165
TOTALS:	3632	4432	933	305	606	1803	263	522	3809

VIOLATIONS FILED IN 2018

ARD Violations Filed	603
Probation, Parole and Intermediate Punishment Violations Filed	4,337
TOTAL	4,940

## OFFENDER REFERRALS FOR TREATMENT

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

Referral Type	Number of Referrals in 2018
Drug and Alcohol	3,901
Alcohol Highway Safety School	2,811
Mental Health	693
Community Service	51

## PRETRIAL SERVICES AND INSTITUTIONAL PAROLE PROGRAM

Pretrial cases involve offenders released on bail. Those cases are supervised by one Probation Officer II. There are times, however, when some of the pretrial electronic monitoring cases are supervised by Intermediate Punishment Officers.

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

	2014	2015	2016	2017	2018
Average Monthly Caseload – Non Electronic Monitoring	168	166	180	156	158
Average Monthly Caseload – Electronic Monitoring	27	35	27	25	19
New Pretrial Cases Received – Electronic Monitoring and Non Electronic Monitoring	258	293	223	209	230
Pretrial Electronic Monitoring Fees Collected	\$12,245	\$6,965	\$15,901	\$12,146	\$11,775

INSTITUTIONAL PAROLE OFFICER STATISTICS

	2014	2015	2016	2017	2018
Parole Applications Processed and Release Plans Verified	258	201	246	253	264
Re-Parole Investigations/ Special Investigations	148	33	64	78	28
Inpatient Drug and Alcohol Evaluations and Treatment Coordination	91	254	221	351	225
Nominal Bond Investigations	63	62	48	86	83

DRIVING UNDER SUSPENSION – 1543(b)

DRIVING UNDER SUSPENSION (DUS) STATISTICS

	2016	2017	2018
Number of Offenders Sentenced to IP for DUS	137	168	169
Number of Offenders Placed on Electronic Monitoring for DUS	84	98	122
Number of Offenders found Ineligible	23	32	22
Number of Offenders on the Pending List as of the last day of the year	30	38	25

## 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
New Registrations	26	30	46	29
In person appearances to update information	107	159	148	130
In person appearances to verify information	199	160	207	146

Number of Megan's Law Offenders on Supervision in Westmoreland County	110
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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 an eighteen 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.

2018 DRUG TREATMENT COURT STATISTICS

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

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

	2015	2016	2017	2018
Number of AHSS Class Cycles	40	47	47	47
Number of Offenders who Completed Classes	970	1,042	1,066	1,022
Total AHSS Fees Collected (this Includes Individuals who Paid in Advance and have yet to Enroll/Complete Classes)	\$293,628	\$294,509	\$300,059	\$274,720
Total Rescheduling Fees Collected (\$30.00 per rescheduled class) This fee started in 2017.	—	—	\$7,345	\$9,089
Instructor Wages Paid	\$35,641	\$45,040	\$46,060	\$46,534
Net Revenue	\$249,675	\$233,452	\$250,777	\$223,279

BUDGET EXPENSES AND REVENUES

EXPENSES

	2014	2015	2016	2017	2018
Personnel, Fringes	\$5,430,574	\$5,396,371	\$5,660,648	\$5,764,129	\$5,073,645
Operating Expenses	\$1,444,499	\$999,246	\$784,623	\$921,425	\$967,914
Capital	\$23,118	\$1,609	0	\$19,830	\$4,846
TOTAL	\$6,898,192	\$6,397,227	\$6,445,271	\$6,705,386	\$6,046,405

## REVENUES

	2014	2015	2016	2017	2018
Grant-In-Aid	\$512,603	\$520,000	\$512,604	\$515,000	\$511,361
Supervision Fees	\$1,072,855	\$1,245,729	\$1,141,589	\$1,114,492	\$1,079,871
Electronic Monitoring Fees	\$642,762	\$634,424	\$586,359	\$548,176	\$541,586
Intermediate Punishment Grant	\$200,726	\$208,912	\$184,181	\$220,776	\$201,170
ARD Administrative Fees	\$58,705	\$54,216	\$51,341	\$51,131	\$49,115
AHSS	\$240,478	\$249,675	\$233,452	\$250,777	\$223,279
Miscellaneous	\$1,330	\$496	0	\$1,000	0
<b>TOTALS</b>	<b>\$2,729,459</b>	<b>\$2,393,972</b>	<b>\$2,770,584</b>	<b>\$2,750,634</b>	<b>\$2,606,382</b>

## ELECTRONIC MONITORING FEES

During the past 5 years, Adult Probation has collected and turned over to the county \$2,953,307 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 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. The fees remain at \$45.00 per month.



5-YEAR SUMMARY OF SUPERVISION FEE COLLECTIONS AND DISBURSEMENT

Total Supervision Fees Collected				
2014	2015	2016	2017	2018
\$1,072,855	\$1,245,729	\$1,141,589	\$1,114,492	\$1,079,871

County Portion of Supervision Fees Transferred to County General Fund				
\$536,172	\$625,012	\$570,449	\$556,987	\$539,898

State Portion of Supervision Fees Returned to County General Fund				
\$536,683	\$620,716	\$571,139	\$557,505	\$539,973

In summary, during the past 5 years, \$5,654,536 in supervision fees was collected. During the same time period, the President Judge released \$2,828,518 to the county general fund and the state returned \$2,826,016 to the county general fund for a total of \$5,654,536 released to the general fund.

**NOTE:** According to Warden John Walton, in 2018, Westmoreland County earned \$4,368 in revenue by renting out space to other facilities at a per diem rate of \$78. The space was available as a result of offenders being placed on electronic monitoring, those involved in Drug Treatment Court and other sentencing alternatives.

## WESTMORELAND COUNTY JUVENILE PROBATION DEPARTMENT

President Judge:	Honorable Rita Donovan Hathaway
Administrative Judge:	Honorable Michele G. Bononi
Judge:	Honorable Scott O. Mears
Juvenile Hearing Officer:	John Casario, Esq.
Juvenile Hearing Officer:	Monique Mears, Esq.
Department Head:	Adeline Beighley, MSAJ

### 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.

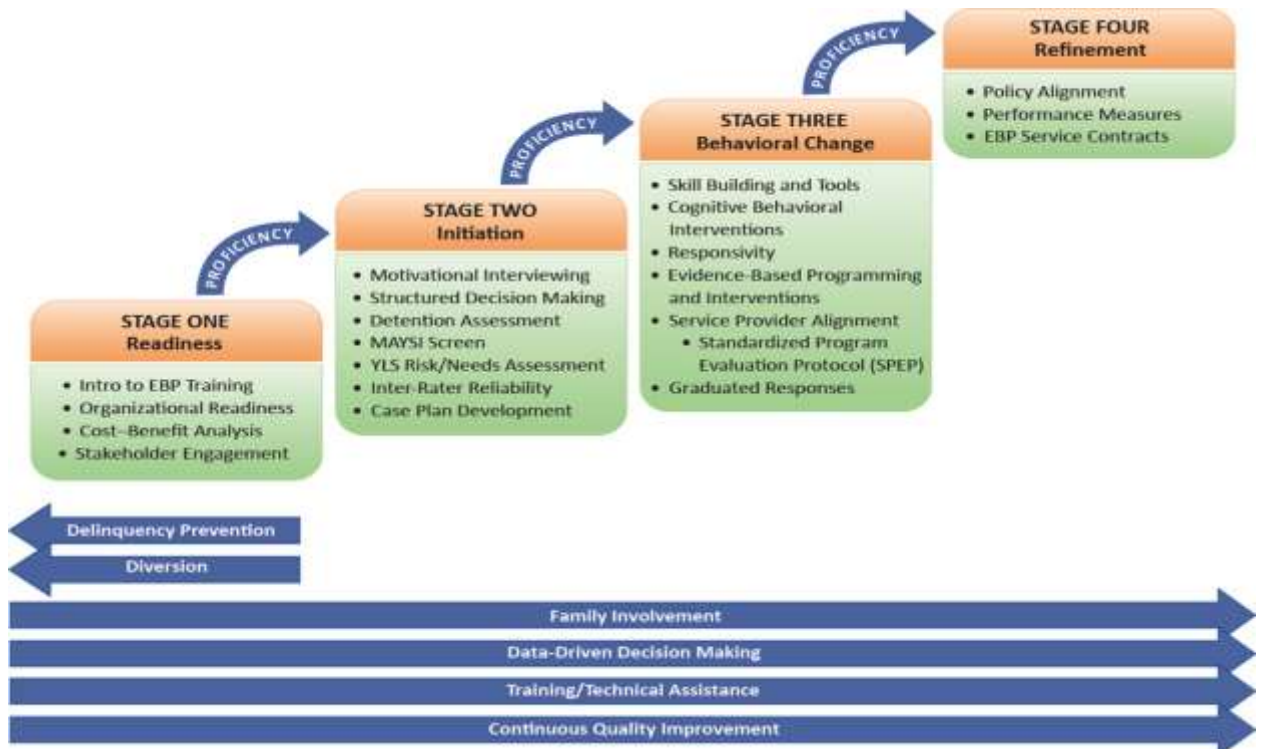
BALANCE as appropriate to each individual case, the juvenile justice system should provide balanced attention to the protection of the community, the imposition for accountability for offenses committed, and the development of competencies to enable juveniles to become responsible and productive members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



## 2018 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.

	2014	2015	2016	2017	2018
Total Referrals	686	645	610	687	651
Delinquency Placements	65	108	86	97	126
Total Placements	65	108	86	97	126
Total Dispositions	2167	2131	2071	2129	2257

### 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**

	2014	2015	2016	2017	2018
Total No. of Hearings before Judges	708	600	627	835	812
Total No. of Hearings before Hearing Officers	938	983	1036	947	988
TOTAL	1746	1583	1663	1782	1800

**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. 173 children were detained in the Juvenile Detention Center in 2018. The average length of stay was 15.5 days. The following is a breakdown by race, age and gender and a 10 year comparison of juveniles detained each year.

DETAINED IN 2018 BY RACE (173)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
84	3	31	4	0	0	24	6	0	0	1	0	0	0

DETAINED IN 2018 BY AGE (173)									
10	11	12	13	14	15	16	17	18	OTHER
0	0	3	20	24	29	42	37	9	9

10 YEAR COMPARISON									
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
266	239	214	208	196	202	152	116	173	173

The average length of stay was 15.5

EMERGENCY SHELTER

The Emergency Shelter is used as a least restrictive alternative to juvenile detention. The following is statistical information for 2018:

DETAINED IN 2018 BY RACE (79)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
28	27	9	3	0	0	3	6	1	2	0	0	0	0

DETAINED IN 2018 BY AGE (79)									
10	11	12	13	14	15	16	17	18	OTHER
0	2	5	8	4	12	21	12	9	6

10 YEAR COMPARISON									
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
-	-	78	115	109	90	111	114	119	79

The average length of stay was 23.93 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 2018:

- 83% of Juvenile Offenders Successfully Completed Supervision
- 76% Complied with their Conditions of 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 2018:

- 93 % of juveniles completed assigned community service obligations
- 6,407 hours of community service were completed
- \$47,530.60 of restitution was paid to victims
- 79% 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 2018:

- 95% of juveniles were employed or in an educational or vocational activity
- 97% of juveniles successfully completed a competency development 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, 998 referrals have been made to the CBMR Program including 47 in 2018. 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 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					
	2014	2015	2016	2017	2018
Male Youth Assigned Community Service Work	204	208	227	190	226
Female Youth Assigned Community Service Work	60	75	75	67	75
Total Assigned	264	283	302	257	301

Total Hours Worked in Communities		
Total Hours Worked in Communities	Year	Hours
	2014	7,457
	2015	6,760
	2016	7,226
	2017	6,864
	2018	7,611
Total		35,918

## VICTIM SERVICES

The Westmoreland County Juvenile Probation Office has had a dedicated Juvenile Victim Advocate since May of 2012. The wellbeing of the victims that we serve is of the utmost importance in the department. Research shows that victims feel the most comfortable when they have a person who is not working with the offender in their 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 the Victim Advocate is there to alleviate that confusion by describing the court process while providing support. Victim input is encouraged and any concerns they have can be addressed immediately by the Advocate.

The other Juvenile Probation Officers rely on the Advocate to understand victims' concerns and desires prior to the 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 wishes in court. Victims have the right to make an impact statement in court, and the Advocate helps each victim do so if they wish. Safety and the sense of safety often compromised when a person is victimized, and a victim sometimes feels disempowered due to the actions of the juvenile, and sometimes because of the manner in which the court proceeds. Participation in some or all aspects of the case can be an important part of the healing process. The Advocate is available to the victim for the duration of the case and beyond to answer questions and provide support.

This year the Juvenile Probation office sponsored for the first time its own Victim Awareness Week. Victim Awareness week is recognized statewide, and the Westmoreland County Juvenile Probation Officers participated while learning different ways to connect with victims. They attended a variety of workshops, for example, Karen Evans from the Blackburn Center provided information about domestic violence, and staff participated in the Walk in Her Shoes to support victims of domestic violence. Further, Professor Patti Ghubril spoke about Seton Hill's Art Therapy Program; Therapy Dogs visited to demonstrate how animals in the court room could benefit a victim, there was a mindful meditation demonstration with instructor Angela Meredino from Red Brick Yoga, as well as a presentation on Marsy's Law.

Currently, the Advocate is working on projects that may enable greater opportunities for victims, communities, and offenders to heal from harms. 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 our 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, and to specifically recognize the harm they have caused. The best outcome is when a juvenile is willing to assume full responsibility for his or her action and acknowledge the harm caused. The program facilitators meet with each offender to devise a plan to complete an apology letter to the victim. This apology letter is a vital

part of this program. It established what the offender has done and how they are going to mend the harm and distress they have caused to the victim. Statistical data compiled in 2018 showed 26 classes were conducted and that a total of 142 juveniles had successfully completed the Victim Awareness Program. Collectively, our department is confident that this program and its restorative practices, along with other evidence-based practices have improved awareness of past behavior, and improvement in future decisions of the juvenile, reducing the harm in the future.

## 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 14 Youth Commissions in Westmoreland County with 89 members. Those Youth Commissions are Burrell, Franklin, Greensburg, Hempfield/Jeannette, Latrobe, Monessen, Mt. Pleasant, New Kensington/Arnold, Norwin, Penn, Rostraver, Scottdale, Trafford, and Yough. In the calendar year 2018 a total of 54 cases were heard by the Youth Commissions (52 diversion and 2 reintegration cases). 33 youth successfully completed and 6 were unsuccessful. Remaining cases are still pending.

## 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 some states, transferring sexually explicit images of a minor via cell phones is considered distribution of child pornography. Therefore, many adolescents who engage in Sexting may have to face felony charges. Since many adolescents do not recognize the seriousness of this behavior, most courts have realized that the majority of adolescents who engage in Sexting may not require such harsh punishment. Westmoreland County's Dangers of Sexting Diversion Program was created to specifically address this legal dilemma and has now become a vital resource to the courts.

In 2015, at the request of the Westmoreland County District Attorney's Office, in an effort to combat the number of rising "Transmission of Sexually Explicit Images by a

Minor” offenses that were being filed, The Westmoreland County Juvenile Probation Office created the diversion program, and began offering the class to juveniles, ages 10-17 years old.

Local Magisterial Judges are able to make referrals for youth who are charged with a summary offense, affording the juvenile an opportunity to be educated on this matter, without having to be formally adjudicated in court and to pay fines for the offense. Juvenile Court Judges or Hearing Officers can refer juveniles who are adjudicated delinquent with an applicable offense, as part of their probation. The juvenile’s participation and completion of the class can be written as a goal into the juvenile’s case plan.

The curriculum was designed to offer the very basic understanding of Sexting and laws surrounding it. During the class, the presenters discuss the serious nature of sexting, as well as the topic of “Cyber bullying”, and the negative repercussions that could come from being charged with these offenses. The youth that attend this class are sent home with valuable resources to share with their families, in hopes to better educate them on these matters.

The class is approximately 2 hours, and is usually held in the evening or weekend at the Juvenile Service Center.

In 2018, the Westmoreland County Juvenile Probation Office conducted 4 Dangers of Sexting Diversion classes, with 24 juveniles referred to the program and 21 successfully completing the program. The referred juveniles were ranging in ages from 14-18 years old, and from grades 8<sup>th</sup> through 12<sup>th</sup>. Of the 21 participants, 8 were males and 13 were females. 20 referrals came from local magisterial courts, and 4 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:

- "What a stupid mistake!"
- "Everyone is doing this. It is nothing new. I'm the one who just got caught."
- "I will not sext again!"
- "I feel bad."

The Magisterial District Judges, local law enforcement officials, educators, and parents are all able to make referrals to this program. The Dangers of Sexting Diversion Program strives to see that the juvenile’s involvement in this curriculum is successful. Moreover, it is vital that we raise awareness regarding this subject and increase education in our youth and the community as a whole.



## 2018 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. This workgroup is in the process of creating a Newsletter of the department's accomplishments and juvenile justice issues which will be distributed in hard copy and electronically to youth, families, victims and the community.
  
- ❖ 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 3 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. In 2018, we began our Juvenile Court Week celebration at the Westmoreland County Courthouse. 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.

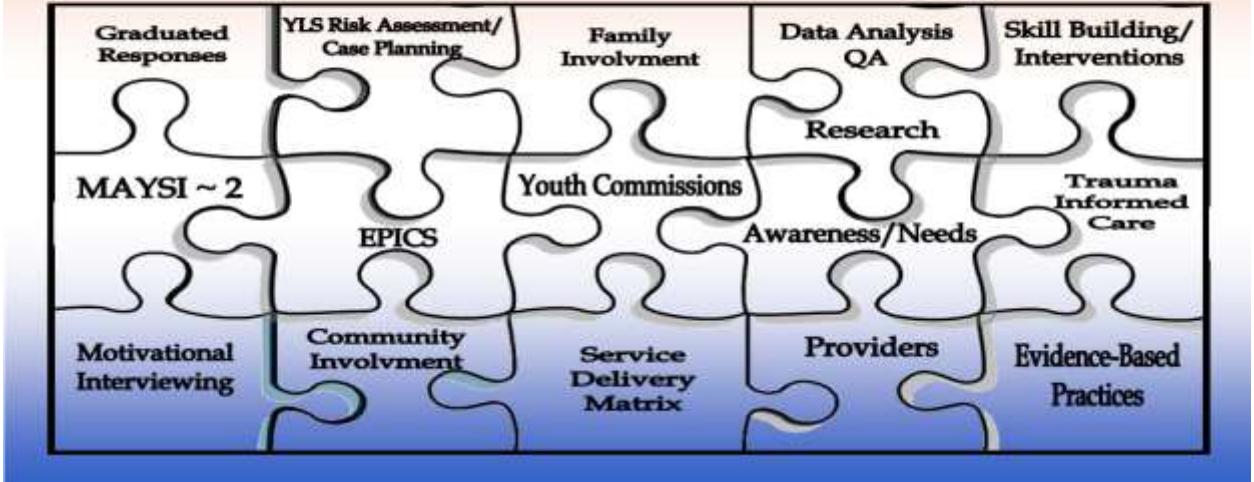
Many youth lack community support from their parents, families, neighbors, etc. The goal is to establish an on-going relationship between a youth and a commission member, connect the youth to his/her community and give him/her the skills to become a responsible, law abiding citizen after the case is 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 2019.

2018 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.



# Westmoreland County Juvenile Justice System



## REVENUES AND EXPENSES

	2014	2015	2016	2017	2018
Expenses	\$7,444,557.00	\$7,158,496.00	\$7,228,268.03	\$7,394,467.00	\$7,691,415.00
Revenues	\$3,355,218.27	\$3,205,612.00	\$4,266,509.62	\$3,259,463.00	\$3,929,204.00

WESTMORELAND COUNTY MAGISTERIAL DISTRICT COURTS  
2018 ANNUAL REPORT

President Judge: Honorable Rita Donovan Hathaway  
Magisterial District Judges:

Mark Bilik  
Jason Buczak  
Charles M. Christner  
Charles Conway, Esq.  
10-1-03 Vacant/Sr. MDJ  
Joseph DeMarchis  
Roger Eckels  
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

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 retired and did not seek Sr. MDJ status. The vacancy created by his retirement will be filled during the municipal elections of 2019.

In 2018 there were 68,919 cases filed in the magisterial district courts of Westmoreland County. The following chart shows case filings for 2018.

	TRAFFIC	SUMMARY	CRIMINAL	CIVIL	TOTAL
	<u>2018</u>	<u>2018</u>	<u>2018</u>	<u>2018</u>	<u>2018</u>
10-1-01 DeMarchis	4713	503	483	412	6111
10-1-03 SR MDJ	2093	409	429	213	3144
10-1-04 Yakopec	2575	944	531	381	4431
10-1-05 Pallone	616	1157	633	565	2971
10-2-01 Bompiani	3514	330	279	420	4543
10-2-03 Kistler	1549	286	299	312	2446
10-2-06 Christner	3585	420	411	344	4760
10-2-08 Mahady	2345	454	516	392	3707
10-2-09 Gongaware	2046	222	445	507	3220
10-2-10 Flanagan	4715	935	662	321	6633
10-3-01 Mansour	6178	266	393	343	7180
10-3-02 Conway	1970	350	273	281	2874
10-3-05 Buczak	3389	334	318	201	4242
10-3-08 Bilik	1945	578	255	276	3054
10-3-09 Thiel	3012	228	158	175	3573
10-3-10 Moore	2670	329	335	392	3726
10-3-11 Eckels	1549	260	250	288	2304
TOTAL	48464	8005	6627	5823	68919

### 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 held every morning resulting from arrests made after night court closes and as needed on weekends and holidays. Magisterial District Judges have access to multiple softwares to video conference, including Cisco Jabber, Skype and Face Time on their iPads.

### Magisterial District Court Expenses & Revenues (2014 - 2018)

	2014	2015	2016	2017	2018
Revenue	1,170,338	1,213,926	1,156,565	1,346,115	1,240,930
Expense	4,453,052	4,447,563	4,575,864	4,531,672	4,954,709

WESTMORELAND COUNTY DOMESTIC RELATIONS SECTION  
2018 ANNUAL REPORT

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

2018 PERFORMANCE

INCENTIVE MEASURES:

For the tenth consecutive year, Pennsylvania again met the minimum 80% complete requirements for all 6 of the categories monitored in FFY 2018. In fact, Pennsylvania again led the nation in its overall performance in 2018. And moreover, once again this year, Westmoreland County exceeded Pennsylvania's performance level.

The following chart reflects the comparative results for Westmoreland County for 2018 fiscal year. There has been no significant statistical difference over the recent years so Westmoreland County continues to maintain its strong position in the establishment, collection and enforcement of child support and medical support.

But again like last year, other states continue to improve their statistical performance resulting in increased revenue sharing from the federal IV-D funds.

While Westmoreland County and Pennsylvania remain in the position of reaping the maximum amount possible from federal incentives as a result of our performance matrices, we are seeing a decline in our incentive monies as we projected as a result of other states improving their performances.



MEASURES as values	Westmoreland	Pennsylvania
Line 01 - Count of Open IV-D Cases	8,205	359,081
Line 02 - Count of IV-D Cases with Support Order Established	7,858	324,369
Support Ratio (Line 2 / Line 1)	95.77%	90.33%
Line 5 - Count of Children Born Out of Wedlock	5,308	277,953
Line 6 - Count of Children with Paternity Established	5,788	300,040
Paternity Ratio (Line 6 / Line 5)	109.04%	107.95%
Line 24 - Amount of Current Support Owed	\$32,161,331	\$1,238,277,433
Line 25 - Amount of Current Support Disbursed	\$27,226,689	\$1,043,331,997
Current Support Ratio (Line 25 / Line 24)	84.66%	84.26%
Line 28 - Count of Cases with Arrears Owed	7,023	257,094
Line 29 - Count of Cases with Disbursements toward Arrears	5,843	216,663
Arrears Ratio (Line 29 / Line 28)	83.20%	84.27%
Line 2e - Count of Arrears-Only IV-D Cases with Orders Established	910	40,835
Line 21 - Count of IV-D Cases with Medical Support Ordered	6,685	264,406
Line 21a - Count of IV-D Cases with Medical Support Ordered and Provided	6,419	247,984
Medical Support Establishment Ratio (Line 21 / (Line 02 - Line 2e))	96.21%	93.25%
Medical Support Enforcement Ratio (Line 21a / Line 21)	96.02%	93.79%

## CASELOAD

Again this year, the caseload slightly decreased in 2018, this time by 222 cases. The breakdown is as follows:

2014 - 2018 Caseload Comparisons								
Year	SSI	Federal Foster Care	General Assistance	Medical Only	Non-Federal Foster Care	Non-TANF	TANF	Total
2014	1	293	0	4	152	8345	567	9,362
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

## 2018 CASE PROCESSING ACTIVITY

Year	Paternity Estab.	Paternity Excluded	Complaints Processed	Modifications Processed	Conference Conducted	Record Hearings	Contempt Hearings
2014	112	40	1871	3213	4587	257	3793
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

## COLLECTIONS COMPARISONS

The collection per case increased slightly in 2018 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 3<sup>rd</sup> class in dollars collected per case)

Westmoreland Collections per Case Trend			
Year Ending	Caseload	Collections	Per Case
12/31/2014	9,362	\$38,764,261.32	\$4,140.60
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

## 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 12/31/18 is attached to the end of this report)

**WHERE SUPPORT DOLLARS COME FROM?**

Seventy nine 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 13%. 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.

**2018 Disbursement Types**

Direct Deposit	57.13%	\$21,145,677.02
Eppi Card stored value)	39.67%	\$14,681,199.68
Check	3.20%	\$ 1,186,050.08

**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 2018 costs of this office’s operations is as follows:

DRS total budgeted expenditures for 2018:	\$ 4,091,028
County Shared Calculation Includes:	
34% shared Direct Expenditures:	1,166,199
Plus Unallowable costs:	199,926
Plus 100% workers comp. Medical & Ind.	<u>40,000</u>
Total County Contributions:	\$ 1,326,045

These figures compare to a 2017 DRS budget of \$4,286,526 with the county budgeted to have paid \$1,398,932 towards that amount.

It should be noted here that the Federal Standard for Cost Effectiveness for DRS offices is \$5 collected per \$1 expended. Westmoreland County excelled with the county average Cost Effectiveness of \$9.87 for FFY 2018.

The DRS continues to use restricted Incentive dollars to fund capital improvements and training, completely releasing the County from those costs.

#### CURRENT DRS BUSINESS PLAN

This past year again saw a gradual decline in the number of support cases in both Westmoreland County and in the Commonwealth of Pennsylvania. That decline is putting pressure on Domestic Relations Offices across the state to maintain their cost effectiveness ratios.

Westmoreland DRO has tried to stay ahead of that pressure by reducing staff size over the years in keeping with the reduced caseload. In the event there is a change to the distribution of incentive funds, Westmoreland DRO should be well positioned to deal with the change

WESTMORELAND COUNTY LAW LIBRARY  
2018 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:

- An up-to-date collection of approximately 25,000 law books, 395 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, Shepard's, Lexis, 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. The public and attorneys sometimes 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 available 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.

## 2018 Updates

- Referrals of Self-represented litigants from Family Court, the Prothonotary's Office, and the Pro Bono Office, increased throughout the year. 1,790 individuals printed custody and divorce forms with others visiting to research the law or receive instruction on accessing our court forms and online information. Also, our Judges and court staff, county offices, and local attorneys, often refer people to the Law Library to obtain copies of personal documents, such as: pay stubs, bank statements, tax returns, etc., or to obtain other info.
- The online Pa. Lexis Advance plan was enhanced with the addition of 10 newly published, Pa. specific titles: the Lexis Nexis Pa. Practice Guide series on popular legal topics. Last year, 2,740 searches were run using Lexis Advance to access Pa. content and Shepard's Citations. In addition, new "Analytic" features have been added to search results and Shepard's Citations.
- The Law Library's Computers were used to conduct 10,158 Westlaw transactions. They were also used for thousands of other searches using HeinOnline, various forms databases, the internet, and our other licensed products.
- Through our associate county law library membership to the Jenkins Law Library in Philadelphia, our Law Library can offer access to over 22 licensed online databases. New content features include the addition of a Pa. Common Pleas Opinions database, with over 81,000 C.P. opinions from 67 counties. Also, a LexisNexis E-Book Library, available for searching over 250 Pa. and national treatises. The EBook Library is great to supplement our restricted Pa.-only, online Lexis Advance plan.
- 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 association in Harrisburg.
- 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 library copier was replaced with a new Lanier model with scanner, fax, Email, and document feeder functions—a big improvement. In addition, new desk lamps, and a new shredder, were added
- The 5 Public Access computers were reconfigured into two sections- with two separate work station created, dedicated to Westlaw and Lexis Advance. This allows for more privacy and less distraction for those doing serious research.
- The archival, historic, Pa. collection was rearranged and weeded to make materials more organized and accessible.

## 2018 STATISTICS

- Total Visits/Contacts by those using the Law Library: 10,423
  - Attorneys 4,920
  - Court and County 1,261
  - \*\*Public 4,242
  
- \*\* 1,790 people paid to print copies of Westmoreland County Divorce and Custody forms
  
- Reference/Research Assistance Provided: 11,120  
(Includes phone and Email inquiries)
  
- Materials Circulated (Books, CD's, and Document Delivery): 5,718
  
- Online Research Transactions - Licensed Products:
  - Westlaw - 10,158
  - Lexis, Pa. - 2,740
  - HeinOnline and other licensed databases - 756
  - Plus thousands of additional internet searches
  
- Local Ordinances Filed: 144 (proposed, enacted & revised codes)
  
- Photocopier: 10,460 copies (public, attorneys, and library staff)
  
- Printer: 20,728 pages (public, attorneys, and library staff)