

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

2020

Court of Common Pleas  
of Westmoreland County, Pennsylvania

Revised: June 8, 2021

COURT OF COMMON PLEAS

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

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

OFFICE OF THE COURT ADMINISTRATOR

District Court Administrator: Amy Mears DeMatt, Esq.  
Deputy Court Administrator: Tami S. Herrington

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

President Judge Rita Donovan Hathaway  
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	2018	2019	2020
New Civil Cases Docketed	1488	2145	1516
Arbitration Awards	83	91	46
Beginning Year Balance of Civil Cases	2453	2341	2719
Civil Cases Disposed	1635	1799	1485
Total Civil Pending at End of Year	2306	2687	2750

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%. The COVID-19 pandemic resulted in a decrease in the number of new civil cases filed in 2020 and in the number of cases heard by arbitration in 2020. It is expected that both numbers will increase in 2021.

**ESTATE AND GUARDIANSHIP STATISTICS**

ORPHANS' COURT ESTATES	2016	2017	2018	2019	2020
Beginning Year Balance of Cases	110	103	99	99	50
New cases	195	188	175	157	108
Cases Disposed	202	192	175	227	122
End of Year Balance of Cases	103	99	99	29	36

ORPHANS' COURT GUARDIAN	2016	2017	2018	2019	2020
Beginning Year Balance of Cases	47	54	51	21	18
New cases	85	80	90	98	116
Cases Disposed	78	83	120	103	113
End of Year Balance of Cases	54	51	21	16	21

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

**CRIMINAL COURT**

Judge Christopher A. Feliciani  
 Judge Meagan Bilik-DeFazio  
 Judge Scott O. Mears, Jr.  
 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	2016	2017	2018	2019	2020
New cases bound over to C.P.	6334	5719	5316	5585	4,090
Fast Track Pleas and ARDs Disposed	4775	4292	3927	4378	3776
Fast Track DUIs Scheduled	800	625	774	594	593
Jury Trial	21	33	20	33	20
Non-Jury Trial	28	22	49	35	28
Guilty Plea	4046	4400	3960	3961	2658
Dismissal Rule 586	53	60	36	54	55
Dismissed	115	135	118	151	102
Dismissed Speedy Trial	0	1	3	2	5
Nolle Pros	202	246	215	139	154
ARD	927	868	875	784	591
Drug Court	64	38	90	110	170
Declared Inactive	668	897	811	747	466
Other/Uncategorized Dispositions <sup>1</sup>	299	277	158	212	206
Summary Appeals Disposed	784	696	634	550	422
Total Cases Disposed	5761	6059	5524	5474	3797
End of Year Cases Pending	3130	2807	2669	2865	3213

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> *2020 statistics were affected by the COVID pandemic. There were periods where jury trials and other court proceedings were suspended which resulted in a reduction of filings and dispositions.*

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<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.

<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 2019 and 2020.

### CLERK OF COURTS' COLLECTIONS

	2019	2020
Restitution	1,225,024	\$1,284,644.64
Fines	473,964	\$442,194.62
Electronic Monitoring Fees	551,019	\$458,454.86
Supervision Fees (State)	521,439	\$513,945.89
Supervision Fees (County)	520,572	\$513,353.12
ARD Fees	226,137	\$158,494.80
Drug Education Fee	100,140	\$180,339.71
Sheriff Costs	32,309	\$38,615.00
MDJ Costs	68,612	\$36,435.31
Constable Costs	3,425	\$3,695.36
Appeals	21,28	\$14,989.66
Local Computer Surcharge Fee	13,665	\$13,097.63
Judgment Filing Fee	45,593	\$52,763.53
Expungements	42,262	\$33,068.66
Licenses	4,735	\$5,720.00
Pre-Trial Services Fees	9,095	\$12,517.40
Judgment Satisfaction	8,494	\$9,732.30
Extradition Fees	1,610	\$2,641.31
Juvenile EM Fees	3,035	\$3,221.89
District Attorney Costs	864	\$967.51
Witness Fees	1,187	\$1,478.00
Miscellaneous Revenues	2,705	\$3,675.19
Interest	0	\$0.00
Record Checks	154	\$224.20
Domestic Violence Fee	138	\$9,764.16
<b>TOTAL COLLECTIONS</b>	<b>3,877,566</b>	<b>\$3,794,034.75</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 2020. 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 Jim Silvis  
Judge Michael J. Stewart, Jr.  
Judge Justin M. Walsh

2020 Family Court Assignments included the following: Judges Bononi and Stewart heard delinquency cases; Judge Silvis and Judge Walsh heard dependency, termination of parental rights, adoptions. Protection from Abuse matters were heard by Judge Silvis, Judge Walsh, and Judge Stewart. 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 Stewart
Fb - K	Judge Bononi
L - Ri	Judge Silvis
Rj - Z	Judge Walsh

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	2016	2017	2018	2019	2020
Beginning Year Balance of Cases	140	245	317	313	347
New cases	524	687	651	675	496
Cases Disposed	419	615	655	641	145
End of Year Balance of Cases	245	317	313	347	698

The delinquency caseload is managed through the state common pleas case management system (CPCMS) with a delinquency module that has been operational in Westmoreland County since 2016. This allows for standardized tracking and processing of the delinquency caseload.

<b>FAMILY COURT – DEPENDENCY (ABUSE &amp; NEGLECT)</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	213	217	245	244	229
New cases	99	139	145	124	138
Cases Disposed	95	111	146	139	101
End of Year Balance (cases)	217	245	244	229	266

<b>FAMILY COURT – DEPENDENCY (STATUS OFFENSES<sup>3</sup>)</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	41	39	40	36	29
New cases	31	25	33	12	15
Cases Disposed	33	24	37	19	22
End of Year Balance of Cases	39	40	36	29	22

<b>FAMILY COURT – DIVORCE</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	2845	2914	3021	3108	3180
New cases	995	888	928	898	724
Cases Disposed	926	781	841	826	1462
End of Year Balance of Cases	2914	3021	3108	3180	2442

<b>FAMILY COURT – CUSTODY</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	347	452	415	459	525
New cases	911	890	813	879	717
Cases Disposed	806	927	769	813	672
End of Year Balance of Cases	452	415	459	525	570

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

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

<b>FAMILY COURT – PROTECTION FROM ABUSE</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	100	116	125	161	117
New cases	804	752	853	831	850
Cases Disposed	788	743	817	875	829
End of Year Balance of Cases	116	125	161	117	138

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 2020 by Judge Silvis, Judge Walsh, and Judge Stewart. New case filings have remained consistently in the approximately 800 case range. The AOPC PFA report generated by the Prothonotary's AMANDA computer system has resulted in greater accuracy in caseload statistics.

<b>ORPHANS' COURT – TERMINATION OF PARENTAL RIGHTS</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	99	56	110	102	121
New cases	173	214	214	206	149
Cases Disposed	216	160	222	185	173
End of Year Balance of Cases	56	110	102	123	97

<b>ORPHANS' COURT – ADOPTIONS</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Beginning Year Balance of Cases	11	16	15	57	11
New cases	113	123	140	86	83
Cases Disposed	108	124	98	106	83
End of Year Balance of Cases	16	15	57	37	11

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.

	2016	2017	2018	2019	2020
EXPENSES	5,827,584.98	5,995,704.55	6,021,201.64	\$5,816,817.03	\$5,944,946.85
REVENUES	858,570.68*	918,786.23*	970,849.38*	\$859,292.83	\$829,973.06
NET COST	4,969,014.30	5,076,918.32	5,050,352.26	\$4,957,524.20	\$5,114,973.79

\*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 2019 and 2020 the grant was \$501,042.00.

CRIMINAL JUSTICE ADVISORY BOARD

Chaired by Judge Michele G. Bononi in 2020, the Board membership includes each common pleas criminal and juvenile assignment judge, each county commissioner, the district attorney, the sheriff, the chair of the county’s magisterial district judge association, the public defender, the district court administrator, the deputy court administrator, the special courts administrator, the chief probation officer, representatives of service providers, the president of the county’s chief of police association, the JNET point of contact, county information representatives, service providers, representatives from the University of Pittsburgh (Greensburg), and various others. The CJAB operates under adopted bylaws, and maintains an operational plan. CJAB meets quarterly and operates through various subcommittees. CJAB has recently accomplished a goal of expanding electronic booking to transmit defendants’ identification to the Pennsylvania State Police Central Repository. The committee’s goal was to improve the identification process in order to increase officer safety and to ensure compliance with Pennsylvania law.

WESTMORELAND COUNTY MAGISTERIAL DISTRICT COURTS  
2020 ANNUAL REPORT

President Judge:	Honorable Rita Donovan Hathaway
Magisterial District Judges:	Mark Bilik Anthony L. Bompiani, Esq. Jason Buczak Charles M. Christner Charles Conway, Esq. Wayne P. Vlastic Joseph DeMarchis Christiann Flanigan, Esq. 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:	Christopher A. Haidze Esq.

The magisterial district courts are the initial level court of Pennsylvania’s Unified Judicial System. There are 16 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 65 magisterial district judge secretaries. In 2018, Magisterial District Judge Joseph Dalfonso from Monessen retired and did not seek senior magisterial district judge status. In 2019, Wayne Vlastic was elected to fill the vacant seat at District Court 10-1-03 in Monessen and he was sworn in on March 4, 2020 (date of commission). In 2019, Magisterial District Judge Roger Eckels retired and was approved for assignment as a senior Magisterial District Judge. However, he did not act as a senior Magisterial District Judge in 2020. Magisterial District Judge Anthony Bompiani resigned at the end of 2020 and senior Magisterial District Judge James Falcon is covering 10-2-01 for 2020.

In 2020 there were 42,779 cases filed in the magisterial district courts of Westmoreland County. This number is significantly lower than past years due to the COVID-19 pandemic. The following chart shows case filings for 2020.

	Traffic	Summary	Criminal	Civil	Total
10-1-01 DeMarchis	2105	352	357	264	3078
10-1-03 Vlastic	657	335	400	157	1549
10-1-04 Yakopec	1068	675	432	294	2469
10-1-05 Pallone	791	684	670	322	2467
10-2-01 Bompiani	2707	541	322	312	3882
10-2-03 Kistler	875	153	194	130	1352
10-2-06 Christner	2781	349	359	239	3728
10-2-08 Mahady	1176	334	447	267	2224
10-2-09 Gongaware	1910	192	482	292	2876
10-2-10 Flanigan	2741	404	436	200	3781
10-3-01 Mansour	3164	183	294	201	3842
10-3-02 Conway	1500	171	181	190	2042
10-3-05 Buczak	1590	210	268	171	2239
10-3-08 Bilik	773	630	184	176	1763
10-3-09 Thiel	1382	218	121	112	1833
10-3-10 Moore	2554	355	381	364	3654
TOTALS:	27774	5786	5528	3691	42779

### 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 16 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 video conferencing units for preliminary arraignments. Preliminary arraignments are scheduled for the following day when arrests are made after night court closes, or as needed on weekends and holidays. Magisterial District Judges have access to multiple types of software to video conference, including Cisco WebEx, Cisco Jabber, Zoom, Skype and FaceTime on their iPads and laptops.

Magisterial District Court Expenses & Revenues (2016 – 2020)

	2016	2017	2018	2019	2020
Revenue	1,156,565	1,346,115	1,240,930	1,202,757	738,500.29
Expense	4,575,864	4,531,672	4,954,709	5,140,693	3,442,896.96

\*\* The 2020 numbers are from the New World - Budget Performance Report as of 1/20/21 and include the YTD Transactions

WESTMORELAND COUNTY ADULT PROBATION AND PAROLE DEPARTMENT  
2020 ANNUAL REPORT

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

RESPONSIBILITIES

The Westmoreland County Adult Probation and Parole Department is a department of the County Court of Common Pleas (Tenth Judicial District). The Chief Probation Officer is appointed by and responsible to the President Judge, the Administrative Judge and the District Court Administrator. As Chief, she is charged with the operation of the department. The Deputy Chief and Supervisors help manage the operation and provide training to staff. Probation Officers have the responsibility of carrying out the day-to-day activities to meet the department's mission. Support staff provides clerical support for all activities. In 2020, the Westmoreland County Adult Probation/Parole Office consisted of eighty-five (85) 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-nine (29) 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, 2020, the total number of offenders under the supervision of the Westmoreland County Adult Probation/Parole Office was 6,710. Of that total, 4,712 were male and 1,998 were female. Furthermore, as of December 31, 2020, there were an additional 177 defendants on Pretrial supervision. Of that total, 120 were male and 57 were female.

Adult Probation Officers are responsible for the following:

- Supervising Accelerated Rehabilitative Disposition (ARD), Probation Without Verdict (PWV), Probation, Probation with Restrictive Conditions, Parole and Pretrial cases.
- Conducting investigations and reports, such as: pre-sentence investigations, sentencing guideline computations, parole applications, Intermediate Punishment Program 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

- I. Pre-sentence Investigations and Sentencing Guidelines

2. ARD, PWV, Probation and Parole Supervision
3. Administrative Cases
4. Intermediate Punishment Program (Probation with Restrictive Conditions including Electronic Monitoring)
5. Pretrial Services and Institutional Parole Program
6. Megan's Law Registration
7. Drug Treatment Court
8. Veterans Court
9. Alcohol Highway Safety School (AHSS)

**PRESENTENCE INVESTIGATIONS AND SENTENCING GUIDELINES**

A presentence investigation report (PSI) includes information regarding the circumstances of the offense, victim/restitution information, the defendant's prior criminal history and sentencing guideline ranges. The Court can also request additional information including the following: the defendant's family and marital history; education and employment information; drug and alcohol history; emotional and physical health status, and; financial information. Fifty-four (54) presentence investigations were ordered by the Court in 2020.

The sentencing judge is required to consider the sentencing guidelines in determining the appropriate sentence for offenders convicted of felonies and misdemeanors. During 2020, three thousand four hundred thirty-eight (3,438) 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**

**2020 STATISTICS**

TYPES OF CASELOADS	NUMBER OF OFFENDERS
ARD/General Low	1883
General Field – North Region	759
General Field – South Region	746
Sex Offenders	112
<b>TOTAL NUMBER OF OFFENDERS</b>	<b>3,500</b>

As of December 31, 2020, there were 966 offenders in Bench Warrant status.

2020 OFFENDER REPORTING

Report Place	In Person	By Mail	Pretrial	TOTAL
Main Office	5,216	88	1,086	6,390
New Ken. Sub-Office	1,322	0	37	1,359
Monessen Sub-Office	682	0	180	862
<b>TOTALS</b>	<b>7,220</b>	<b>88</b>	<b>1,303</b>	<b>8,611</b>

2020 EXPUNGEMENTS

ARD	291
PWV	82
<b>TOTAL</b>	<b>373</b>

2020 EARLY RELEASES

ARD	141
PWV	3
IPP	60
<b>TOTAL</b>	<b>204</b>

2020 DRUG TESTING

Location	Drug Tests Conducted
Field	779
Greensburg (Main Office)	3,334
Monessen Sub-Office	318
New Kensington Sub-Office	442
Westmoreland County Prison	16
Pretrial	709
<b>TOTAL</b>	<b>5,598</b>

Adult Probation also conducted 160 drug tests for Family Court.

DNA TESTING

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

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

DNA Samples Drawn by Adult Probation Staff	2017	2018	2019	2020
Adult Probation Office	220	209	254	443
County Prison	92	92	71	38
Field	2	0	0	0
New Kensington Sub-office	8	0	0	6
Monessen Sub-office	10	0	0	0
<b>Total</b>	<b>332</b>	<b>301</b>	<b>325</b>	<b>487</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 offenders with active administrative cases as of December 31, 2020 was 1,855.

2020 TRANSFER CASES

Number of Offenders whose Supervision was Transferred to County/State of Residence	448
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2020 CO-OP CASES

Requests Received to Supervise Offenders with Cases from Other Counties	298
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COUNTIES MAKING THE MOST REQUESTS:

County of Conviction	Number of Offenders Supervised in Westmoreland County
Allegheny	78
Indiana	25
Butler	20
Washington	15
Armstrong	10

INTERMEDIATE PUNISHMENT PROGRAM

Probation with Restrictive Conditions, an Intermediate Punishment Program, 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 Probation with Restrictive Conditions are ordered to serve a period of time on electronic monitoring. In 2020, the equipment used to monitor those offenders was leased through BI, Incorporated. The cost for electronic monitoring is \$12.00 per day per offender.

2020 INTERMEDIATE PUNISHMENT PROGRAM SUMMARY

Number of Offenders Placed on Electronic Monitoring as a Result of Sentences of Probation with Restrictive Conditions, Sentences of Intensive Supervision with Electronic Monitoring and Parole/Re-parole to Electronic Monitoring	575
Number of Offenders who were Ineligible for Probation with Restrictive Conditions	41
Average Number of Days on Electronic Monitoring	96
Number of Probation with Restrictive Conditions Cases Transferred to Other Counties for Supervision	90
Number of Offenders who Successfully Completed Electronic Monitoring	618
Number of Offenders who were Unsuccessfully Discharged from Electronic Monitoring	36
Total Jail Days Saved	68,298
Electronic Monitoring Fees Collected	\$499,521

INTERMEDIATE PUNISHMENT PROGRAM TRENDS

	2016	2017	2018	2019	2020
Pending	234	202	201	237	166
Average Number of Days on Electronic Monitoring	172	94	97	99	96
Number of Offenders Placed on Electronic Monitoring	624	687	707	811	575
Average Number of Offenders on EHM	238	243	264	297	227

**2020 OVERALL STATISTICS FOR NEW AND RELEASED OFFENDERS**

2,458 new offenders and 3,018 new cases were added to Adult Probation’s system during the 2020 calendar year. During that same time period, 3,393 offenders were released from supervision.

2020	NEW OFFENDERS	NEW CASES	CASE TYPE					RELEASED OFFENDERS
			ARD	INC	PAR	PRO**	PWV	
JAN	335	403	87	28	53	207	28	241
FEB	240	300	62	24	42	156	16	296
MAR/APR*	130	162	19	9	38	89	7	497
MAY	46	60	4	5	13	38	0	291
JUN	256	313	68	11	43	160	31	259
JUL	274	348	94	21	36	184	13	337
AUG	188	232	48	16	26	134	8	406
SEP/OCT*	555	655	167	36	66	340	46	588
NOV	165	217	39	18	26	128	6	231
DEC	269	328	88	21	34	163	22	247
TOTALS:	2,458	3,018	676	189	377	1,599	177	3,393

\*NOTE: March and April are combined figures.

September and October are combined figures.

\*\*NOTE: Numbers reflected under Probation case type include sentences of Probation with Restrictive Conditions that include Home Electronic Monitoring.

**VIOLATION PETITIONS FILED**

ARD Violations Petitions Filed	272
Probation, Parole and Probation with Restrictive Conditions Violation Petitions Filed	3,015
TOTAL	3,287

**OFFENDER REFERRALS FOR TREATMENT**

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

Referral Type	Number of Referrals in 2020
Drug and Alcohol	3179
Alcohol Highway Safety School	2477
Mental Health	700
Community Service	21

**PRETRIAL SERVICES AND INSTITUTIONAL PAROLE PROGRAM**

Pretrial cases involve defendants released on bond. The Westmoreland County Adult Probation and Parole Department has two Probation Officer IIs that supervise the defendants placed on Pretrial Services to ensure compliance with bond conditions.

The Westmoreland County Adult Probation and Parole Department 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. The Institutional Parole Officer also assists in the coordination of mental health evaluations for inmates.

**PRETRIAL SUMMARY**

	2016	2017	2018	2019	2020
Average Monthly Caseload – Non-Electronic Monitoring	180	156	158	163	164
Average Monthly Caseload – Electronic Monitoring	27	25	19	26	23
New Pretrial Cases Received – Electronic Monitoring and Non-Electronic Monitoring	223	209	230	240	153
Pretrial Electronic Monitoring Fees Collected	\$15,901	\$12,146	\$11,775	\$9,094	\$12,517

**INSTITUTIONAL PAROLE OFFICER STATISTICS**

	2016	2017	2018	2019	2020
Parole Applications Processed and Release Plans Verified	246	253	264	209	80
Re-Parole Investigations/Special Investigations	64	78	28	37	7
Inpatient Drug and Alcohol Evaluations and Treatment Coordination	221	351	225	269	228
Nominal Bond Investigations	48	86	83	118	84

**DRIVING UNDER SUSPENSION (DUS) STATISTICS**

	2018	2019	2020
Number of Offenders Sentenced to Probation with Restrictive Conditions for DUS	169	211	168
Number of Offenders Placed on Electronic Monitoring for DUS	122	144	122
Number of Offenders found Ineligible	22	15	12
Number of Offenders on the Pending List as of the last day of the year	25	52	34

### 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

	2016	2017	2018	2019	2020
New Registrations	30	46	29	36	17
In Person Appearances to Update Information	159	148	130	161	67
In Person Appearances to Verify Information	160	207	146	143	87

Number of Active Megan's Law Offenders as of December 31, 2020	101
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## WESTMORELAND COUNTY DRUG TREATMENT COURT

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

### DRUG TREATMENT COURT STATISTICS

	2018	2019	2020
Number of Referrals	126	98	72
Total Number of Individuals Admitted to Drug Court	40	36	14
Number Admitted - Diversion	13	9	2
Number Admitted - Probation with Restrictive Conditions	9	14	0
Number Admitted - Reentry	7	4	6
Number Admitted - Combination of at least two of the following: Diversion, Probation with Restrictive Conditions, Reentry	11	9	6
Number of Individuals who graduated from Drug Treatment Court	14	5	13

Number of Participants as of the last day of the year	49	61	42
(This number includes individuals who were admitted to Drug Treatment Court in the prior year.)	27 Males	29 Males	19 Males
	22 Females	32 Females	23 Females

### WESTMORELAND COUNTY VETERANS COURT

The Westmoreland County Veterans Court program began accepting referrals on May 23, 2019. The program, which is 6 to 23 months long, offers Diversionary and Guilty Plea tracks to eligible defendants. Participants are involved with treatment professionals, undergo intensive supervision and attend monthly Court appearances before Veterans Court Judge Timothy A. Krieger. One Probation Officer II in the Adult Probation Office performs the duties of Veterans Court Coordinator and provides supervision to all participants.

### 2020 VETERANS COURT STATISTICS

	2019	2020
Number of Referrals	25	15
Total Number of Individuals Admitted to Veterans Court	13	7
Number Admitted – Diversionary	2	1
Number Admitted – Diversionary and Guilty Plea/Probation Sentence	1	0
Number Admitted – Guilty Plea/Probation with Restrictive Conditions Sentence	7	6
Number Admitted – Guilty Plea/Probation Sentence	3	0
Number Admitted – Guilty Plea/Parole Sentence	0	1
Number of Individuals who graduated from Veterans Court	1	3

Number of Participants as of the last day of the year (12-31-20)	9	8
	8 Males 1 Female	8 Males 0 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

	2017	2018	2019	2020
Number of AHSS Class Cycles	47	47	47	32
Number of Offenders who Completed Classes	1,066	1,022	1,070	532
Total AHSS Fees Collected (this Includes Individuals who Paid in Advance and have yet to Enroll/Complete Classes)	\$300,059	\$274,720	\$258,860	\$188,764
Total Rescheduling Fees Collected (\$30.00 per rescheduled class) This fee started in 2017.	\$7,345	\$9,089	\$9,005	\$6,585
Instructor Wages Paid	\$46,060	\$46,534	\$46,500	\$32,875
Net Revenue	\$250,777	\$223,279	\$205,652	\$157,225

NOTE: Alcohol Highway Safety School classes were cancelled during the months of March, April, May and June 2020 as a result of the pandemic.

## BUDGET EXPENSES AND REVENUES

### EXPENSES

	2016	2017	2018	2019	2020
Personnel and Fringes	\$5,660,648	\$5,764,129	\$5,073,645*	\$6,045,430	\$5,957,813
Operating Expenses	\$784,623	\$921,425	\$967,914	\$1,149,558	\$963,598
Capital	0	\$19,830	\$4,846	\$4,182	\$4,012
TOTAL	\$6,445,271	\$6,705,384	\$6,046,405	\$7,199,170	\$6,925,423

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

### REVENUES

	2016	2017	2018	2019	2020
Grant-In-Aid	\$512,604	\$515,000	\$511,361	\$512,269	\$513,190
Supervision Fees	\$1,141,589	\$1,114,492	\$1,079,871	\$1,042,012	\$1,027,299
Electronic Monitoring Fees	\$586,359	\$548,176	\$541,586	\$617,898	\$499,521
Intermediate Punishment Program Grant	\$184,181	\$220,776	\$201,170	\$208,375	\$167,083
ARD Administrative Fees	\$51,341	\$51,131	\$49,115	\$48,640	\$44,859
AHSS	\$233,452	\$250,777	\$223,279	\$205,652	\$157,225
Miscellaneous	0	\$1,000	0	\$41	\$244
TOTALS	\$2,709,526	\$2,701,352	\$2,606,382	\$2,634,887	\$2,409,421

### ELECTRONIC MONITORING FEES

During the past 5 years, Adult Probation has collected and turned over to the county \$2,793,540 in electronic monitoring fees.

## SUPERVISION FEES

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

It should be noted that on May 1, 2013, offender supervision fees were increased from \$35.00 per month to \$40.00 per month. In January 2014, supervision fees were increased from \$40.00 per month to \$45.00 per month. In November 2019, supervision fees were increased from \$45.00 per month to the current rate of \$50.00 per month.

### 5-YEAR SUMMARY OF SUPERVISION FEE COLLECTIONS AND DISBURSEMENT

Total Supervision Fees Collected				
2016	2017	2018	2019	2020
\$1,141,589	\$1,114,492	\$1,079,871	\$1,042,012	\$1,027,299

County Portion of Supervision Fees Transferred to County General Fund				
\$570,449	\$556,987	\$539,898	\$520,573	\$513,353

State Portion of Supervision Fees Returned to County General Fund				
\$571,140	\$557,505	\$539,973	\$521,439	\$513,946

In summary, during the past 5 years, \$5,405,263 in supervision fees was collected. During the same time period, the President Judge released \$2,701,260 to the county general fund and the state returned \$2,704,003 to the county general fund for a total of \$5,405,263 released to the general fund.

WESTMORELAND COUNTY  
JUVENILE PROBATION DEPARTMENT  
2020 ANNUAL REPORT

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

MISSION

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

VISION

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

PENNSYLVANIA’S JUVENILE JUSTICE SYSTEM

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

GUIDING PRINCIPLES

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

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

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

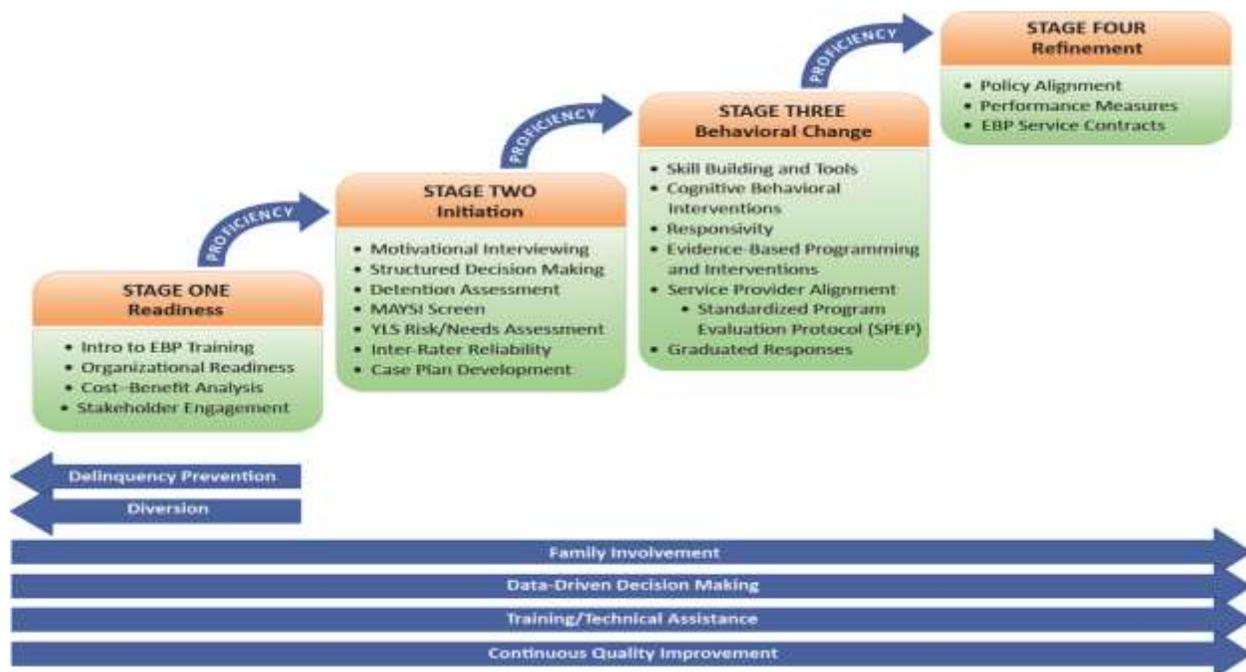
BALANCE as appropriate to each individual case, the juvenile justice system should provide balanced attention to the protection of the community, the imposition for accountability for offenses committed, and the development of competencies to enable juveniles to become responsible and productive members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

## *Juvenile Justice System Enhancement Strategy (JJSES)*

**JJSES Statement of Purpose**

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

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



## 2020 OVERVIEW

### DAILY OPERATIONS OF THE DEPARTMENT

The Westmoreland County Juvenile Probation Department (JPD) accepts delinquent juvenile complaints, and works with juveniles 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 juveniles 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, 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.

	2016	2017	2018	2019	2020
Total Referrals	610	687	651	675	496
Delinquency Placements	86	97	126	122	115
Total Placements	86	97	126	122	115
Total Dispositions	2071	2129	2257	2009	1364

### 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**

	2016	2017	2018	2019	2020
Total No. of Hearings before Judges	627	835	812	728	620
Total No. of Hearings before Hearing Officers	1036	947	988	963	738
TOTAL	1663	1782	1800	1691	1358

**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. 134 children were detained in the Juvenile Detention Center in 2020. The average length of stay was 19.1 days. The following is a breakdown by race, age and gender and a 10 year comparison of juveniles detained each year.

DETAINED IN 2019 BY RACE (134)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
55	17	24	8	0	1	21	5	1	1	0	1	0	0

DETAINED IN 2019 BY AGE (134)										
10	11	12	13	14	15	16	17	18	OTHER	
0	0	0	4	25	19	33	39	13	1	

10 YEAR COMPARISON									
2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
214	208	196	202	152	116	173	173	167	134

The average length of stay was 19.1 days.

**EMERGENCY SHELTER**

The Emergency Shelter is used as a least restrictive alternative to juvenile detention. The following is statistical information for 2020:

DETAINED IN 2020 BY RACE (63)													
WHITE		BLACK		HISPANIC		BIRACIAL		OTHER		NATIVE AMERICAN		ASIAN	
M	F	M	F	M	F	M	F	M	F	M	F	M	F
16	21	7	7	1	0	4	6	1	0	0	0	0	0

DETAINED IN 2020 BY AGE (63)									
10	11	12	13	14	15	16	17	18	OTHER
1	1	4	4	16	18	4	9	4	2

10 YEAR COMPARISON									
2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
78	115	109	90	111	114	119	79	78	63

The average length of stay was 32.06 days.

### JUVENILE JUSTICE GOALS

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

At the time of this report information for the 2020 statistics have not been received from JCJC.

Of the cases closed in 2019:

- 92.5% of Juvenile Offenders Successfully Completed Supervision

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

Of the cases closed in 2019:

- 97.4 % of juveniles completed assigned community service obligations
- 6,595 hours of community service were completed
- \$53,731.84 of restitution was paid to victims
- 89.0% of juveniles made full restitution to their victim(s)

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

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

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

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

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

Of the cases closed in 2019:

- 98.8% of juveniles were employed or in an educational or vocational activity.

## PROGRAMS

### COMMUNITY BASED MONITORING AND RESTORATION PROGRAM

The CBMR program has a capacity of 50 clients and is supervised by two juvenile probation officers. One officer is always on-call for immediate notifications of violations. Since the inception of the program, 1089 referrals have been made to the CBMR Program including 37 in 2020. Client referrals can be made at pre-adjudication, pre-disposition, or disposition stages.

Typically, pre-adjudication referrals arise from a detention hearing. In that event, the clients are transported home from detention and placed on electronic monitoring until further hearing. Referrals can also be made between the adjudication and dispositional hearings. In those cases, the clients are placed on electronic monitoring pending final disposition. In these pre-dispositional cases, the case is usually shared between the CBMR and referring officers. Clients may also be referred as an alternative to detention (ATD) based on their score on the PaDRAI, which is a risk assessment tool administered when a new allegation is received by the juvenile probation office. In 2020, there were 35 clients who were placed on electronic monitoring as a result of an ATD or pre-disposition measure.

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

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

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

## COMMUNITY-BASED PROBATION

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

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

In the community supervision model, the juvenile probation officer supervises a caseload of juveniles while developing effective working relationships in the community that provide natural support, as well as 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. They act as department liaisons for our long-standing Youth Commission Program, which was designed to mentor and divert first-time offenders from the system. The community-based officers participate in youth commission proceedings in their assigned areas, they actively work to recruit new members, participate in training and offer technical assistance. 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 Programs in their districts. 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 youth in victim awareness to achieve an appropriate apology, and seek community resources individualized to benefit the youth and family. They often can be found completing community service work with youth, like working on community Mural Arts Projects, or working at a local food pantry. They can also be found 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. We have one officer assigned to this position. The community liaison operates from a bigger picture perspective; encouraging and supporting the community in delinquency prevention activities, and she is dedicated to educating the public about the Juvenile Justice System. Traditionally the person occupying this position is active 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**

Two Juvenile Probation Officers coordinate 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					
	2016	2017	2018	2019	2020
Male Youth Assigned Community Service Work	227	190	226	247	234
Female Youth Assigned Community Service Work	75	67	75	68	79
Total Assigned	302	257	301	315	313

Total Hours Worked in Communities		
Total Hours Worked in Communities	Year	Hours
	2016	7,226
	2017	6,864
	2018	7,611
	2019	6,862
	2020	6,175
Total		34,738

## VICTIM SERVICES

The year 2020 proved to be a year of changes and challenges for the Westmoreland County Juvenile Probation Victim Witness Advocate. Not only did the Westmoreland County Juvenile Probation Department have to meet the difficulties associated with a Pandemic, they also had a change of leadership in the Victim/Witness Liaison position. Probation Officer, Nicole Seese assumed this role in March 2020.

The Pandemic caused a decrease in the number of hearings taking place and this allowed Nicole to complete 101.5 hours of training. Many of these hours were required to allow her to fulfill the Victim Advocate role but others allowed PO Seese to focus on her passion, Restorative Justice. PO Seese completed the Foundations Academy, completed the entire curriculum in the Pennsylvania Victim Services Training platform, completed numerous trainings on leadership programs in the victim service world provided by the Office of Victim of Crime Training and Technical Assistance Center and completed self-studies on Restorative Practices.

Just because PO Seese completed a substantial number of training hours does not mean that victims of crime were not being served. A total number of 274 victims and their needs were addressed in 2020. The Victim Community Awareness Curriculum continued to be taught. In person classes were not permitted so modifications were made to allow for the completion of the curriculum remotely. Apology letters continued to be written and distributed when requested.

PO Seese reached out to the Victim Advocates in the Westmoreland County District Attorney's office to enhance the relationship between the two departments. This allowed for improvements with regard to sharing of information, consistency and support.

Crime Victim's week is held in April of each year and while we could not have in person events in 2020, we were able to send informational emails to probation officers and community partners that offered education on various victim issues focusing on seeking justice, victim rights, and inspiring hope.

Perhaps, the biggest task of the year was preparing for a state monitoring visit. The purpose of this visit was to assure the department is in compliance with its grant. PO Seese worked tirelessly to improve the Victim Advocate Policy and Procedure Manual. The manual is extensive and includes all of the core standards defined by The Pennsylvania Commission on Crime and Delinquency. Several procedures were modified and many forms were updated. PO Seese along with Supervisor Cremonese and Deputy Director Demnovich, reviewed and successfully completed all documents needed for the state monitoring visit and it was approved by the state. Additionally, all of these documents were moved from being only on paper to being stored electronically.

All in All, 2020 started out to be a challenge but ended on a successful note, with many positive changes in store for 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 12 Youth Commissions in Westmoreland County with 67 members. Those Youth Commissions are Franklin, Greensburg, Hempfield/Jeannette, Latrobe/Derry, Monessen, Mt. Pleasant, New Kensington/Arnold, Norwin, Penn, Scottdale, Trafford, and Yough. In the calendar year 2020 a total of 44 cases were heard by the Youth Commissions. A majority of these cases were started prior to the COVID 19 Pandemic taking hold of the nation. We endeavored to work through those cases based on very limited interaction opportunities. Our goal is to slowly but safely return to some semblance of normalcy in 2021. Our mission and vision will remain.

## 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

The past year has been challenging for everyone including the Posttraumatic Stress Disorder Project. There have been many changes to our program. In March 2020, Ariel James took over as the new PTSD Coordinator of the project, and works with Lee Boehme, the new Legal Secretary of the PTSD Project, to update, improve, and develop the trainings and services offered by the PTSD Project.

Westmoreland County continues to be the permanent home to Pennsylvania's PTSD Project. The program includes the provision of training to therapists statewide on the Residential Treatment Curriculum (RTC), specialized PTSD Aftercare services, and a variety of one-day interactive trainings for professionals that work with youth in any manner.

The RTC training is a twelve session treatment curriculum to help youth that have been traumatized. The PA PTSD Project, in conjunction with Adelphoi Village, provided the 40 hour training to certify therapists in the RTC on two occasions in 2020 and certified 21 staff members from various facilities around the state. In addition, 3 people that were previously certified in the RTC participated in a booster training to get certified in the updated curriculum.

The PTSD Project also provides monthly training opportunities at the Juvenile Service Center in Greensburg, and on-site training for many placement agencies, juvenile detention

centers, other probation offices, schools, Children and Youth agencies, and community organizations.

Due to COVID-19, our face-to-face trainings were postponed from March through December 2020. The PTSD Project took that time to update the manuals, visuals and curriculum of the 6 existing trainings and prepared the PTSD Website for online trainings to begin in 2021.

Prior to the start of COVID-19 the PTSD Project provided 5 trainings and trained 57 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 the one-day trainings have been updated to reflect the most current research in the field of trauma. The PTSD Project is happy to announce that there will be development of trainings by the end of 2021.

Our monthly meetings with Adelphoi Therapists who work directly with our court ordered at-risk youth and their families also went remote in March. Even through remote, the meetings were still a great resource for our probation officers.

Members of the PTSD Project are significantly involved in the Southwest Regional Crisis Intervention Team (CIT), 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 PTSD Project Coordinator serves on the steering committee for CIT and the Ray of Hope, which is a task force that works to prevent suicides in Westmoreland County. The Coordinator has also completed a six week course by Dr. Bessel van der Kolk entitled Intensive Trauma Treatment Course. She continuously attends trainings/workshops in regards to trauma-informed care.

#### **FUTURE GOALS FOR THE PENNSYLVANIA PTSD PROJECT INCLUDE:**

- *Launch of 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 Residential Treatment Curriculum (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*

## DANGERS OF SEXTING DIVERSION PROGRAM

In 2020, The Westmoreland County Juvenile Probation Office received 22 referrals to the Dangers of Sexting Diversion program. Due to the pandemic, there was only 1 “in person” class conducted. For the remaining cases, the Juvenile Probation staff implemented the use of Google

Classroom and a PowerPoint presentation to engage the clients, as well as their families, from the safety of their own homes, while still insuring that they were able to receive the pertinent information in regards to Internet Safety. In addition, many of the Probation Officers were able to present the information to their clients individually, while maintaining the proper social distancing guidelines.

As mentioned, there was 1 class held “in person”, with 2 juvenile attendees. 4 classes were held one-on-one with a Probation Officer who was overseeing the juvenile’s case. 12 juveniles completed the diversion class using the virtual presentation. 4 referrals were deemed unsuccessful due to not completing any form of the class, and their cases were returned to their respective referral sources for further processing.

Of the 22 participants, 13 were males and 9 were females, ranging in ages from 13 to 18 years old, and from grades 7<sup>th</sup> to 12<sup>th</sup>. Five of the referrals came from the local magisterial courts, seven from a local police department, and 1 referral from the Westmoreland County Youth Commission. The remaining nine referrals came from the Juvenile Probation Department as a condition of probation and to provide educational opportunity to the youth.

## 2020 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 juvenile’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. During 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 juveniles, 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 juveniles 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 juveniles involved in the juvenile justice system through the process of behavioral change.

- ❖ In order to fulfill our mission "*to provide supervision and rehabilitation to juveniles 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 Based Officers continue to seek ways to partner and expand the concepts and principles of a Balanced & Restorative Justice System in communities and develop strategies that will increase positive outcomes for all those involved. They are continually exploring avenues in which our department may reach people in communities in positive ways.
- ❖ We continue to use a validated instrument, the **Youth Level of Service Risk/Needs Assessment (YLS)**, prior to filing a delinquency petition for all juveniles 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 juveniles will decrease. The Department has 4 YLS Master Trainers who train local staff to administer the YLS.

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

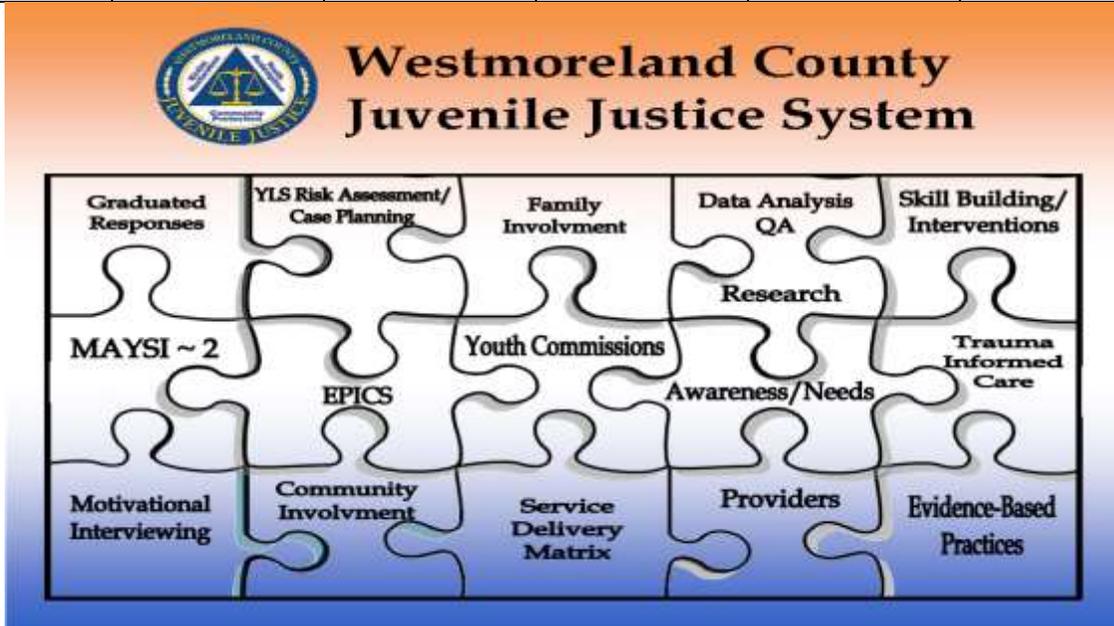
opportunity to promote family and community engagement. We encouraged local families to attend and participate in the family-friendly-free activities. Local agencies and businesses also attended and provided information about services they offer. Local coalitions were present and shared information and awareness about their foundations.

- ❖ **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 juveniles as mentors in the community and not just to divert juveniles from the system. Our commissions were assigned juveniles throughout the year and it was a positive experience. Many juveniles lack community support from their parents, families, neighbors, etc. The goal is to establish an on-going relationship between a juvenile and a commission member, connect the juvenile 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 juveniles 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 juvenile 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.

2020 was productive as we moved even further into the Juvenile Justice System Enhancement Strategy (JJSES). Through on-going training, our probation officers are developing and mastering skills in evidence based practices. Through JJSES, we will achieve our Balanced & Restorative Justice Mission which is Community Protection, Victim Restoration and Youth Redemption.

REVENUES AND EXPENSES

	2016	2017	2018	2019	2020
EXPENSES	\$7,228,268.03	\$7,394,467.00	\$7,691,415.00	\$8,014,422.31	\$6,767,123.26
REVENUES	\$4,266,509.62	\$3,259,463.00	\$3,929,204.00	\$3,441,660.66	\$4,082,180.05



**WESTMORELAND COUNTY DOMESTIC RELATIONS SECTION  
2020 ANNUAL REPORT**

President Judge: Honorable Rita Donovan Hathaway  
 Administrative Judge: Honorable Michael J. Stewart  
 Department Head: Terence O'Halloran, Esquire

**2020 PERFORMANCE**

**INCENTIVE MEASURES:**

For the thirteenth consecutive year, Pennsylvania again met the minimum 80% compliance requirements for all 6 of the categories monitored for federal Incentive Funding for FFY 2020.

The following chart reflects the results for Westmoreland County and the Commonwealth for 2020 fiscal year. There continues to be no statistical difference over the recent years so Westmoreland County retains its relatively strong position in the establishment, collection and enforcement of child support and medical support orders.

MEASURES as values	Westmoreland	Pennsylvania
Line 01 - Count of Open IV-D Cases	7,461	333,810
Line 02 - Count of IV-D Cases with Support Order Established	7,148	300,655
Support Ratio (Line 2 / Line 1)	95.80%	90.07%
Line 5 - Count of Children Born Out of Wedlock	5,000	261,619
Line 6 - Count of Children with Paternity Established	5,460	274,868
Paternity Ratio (Line 6 / Line 5)	109.20%	105.06%
Line 24 - Amount of Current Support Owed	\$31,361,938	\$1,210,677,334
Line 25 - Amount of Current Support Disbursed	\$26,312,827	\$1,005,008,894
Current Support Ratio (Line 25 / Line 24)	83.90%	83.01%
Line 28 - Count of Cases with Arrears Owed	6,367	235,998
Line 29 - Count of Cases with Disbursements toward Arrears	5,556	207,837
Arrears Ratio (Line 29 / Line 28)	87.26%	88.07%
Line 2e - Count of Arrears-Only IV-D Cases with Orders Established	775	35,572
Line 21 - Count of IV-D Cases with Medical Support Ordered	6,143	245,851

Line 21a - Count of IV-D Cases with Medical Support Ordered and Provided	5,905	230,855
Medical Support Establishment Ratio (Line 21 / (Line 02 - Line 2e))	96.39%	92.74%
Medical Support Enforcement Ratio (Line 21a / Line 21)	96.13%	93.90%

### CASELOAD

Again this year, the caseload decreased in 2020, this time by 546 cases. The breakdown is as follows:

2016 - 2020 Caseload Comparisons								
Year	SSI	Federal Foster Care	General Assistance	Medical Only	Non-Federal Foster Care	Non-TANF	TANF	Total
2016	1	397	0	3	127	7990	534	9,052
2017	1	385	0	5	91	7889	503	8,874
2018	1	383	3	4	135	7652	474	8,652
2019	1	348	0	3	144	7351	464	8,311
2020	1	339	0	5	76	6990	354	7,765

### 2020 CASE PROCESSING ACTIVITY

Year	Paternity Estab.	Paternity Excluded	Complaints Processed	Modifications Processed	Conference Conducted	Record Hearings	Contempt Hearings
2016	102	21	1862	2972	4384	221	3646
2017	75	15	1728	2766	4079	211	3758
2018	76	30	1605	2747	3955	126	3585
2019	65	24	1534	2655	3833	185	3595
2020	38	11	1067	2365	3133	153	2550

### COLLECTIONS COMPARISONS

The collection per case increased slightly in 2020 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
12/31/2016	9,052	\$38,508,572.14	\$4,254.15
12/31/2017	8,874	\$37,283,516.36	\$4,201.43
12/31/2018	8,652	\$37,038,156.86	\$4,280.88
12/31/2019	8,311	\$36,629,947.22	\$4,407.41
12/31/2020	7,765	\$37,001,914.12	\$4,765.22

### 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. Restrictive incentives are deposited here and then transferred to the Invesco AIM account.

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 12/31/20 is attached to the end of this report)

## WHERE SUPPORT DOLLARS COME FROM?

Seventy one 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 12%. The balance consists of payments received from other states, Unemployment Compensation attachments, and federal tax offsets. 96% 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.

### 2020 Disbursement Types

Direct Deposit	57.59%	\$21,217,862.34
Eppi Card (stored value)	38.79%	\$14,290,268.18
Check	3.62%	\$ 1,333,876.93

## 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 2020 costs of this office's operations is as follows:

DRS total budgeted expenditures for 2020:	\$ 4,380,319
County Shared Calculation Includes:	
34% shared Direct Expenditures:	1,241,467
Plus Unallowable costs:	110,122
Plus 100% workers comp. Medical & Ind.	<u>0</u>
Total County Contributions:	1,351,589

These figures compare to a 2019 DRS budget of \$4,084,921 with the county budgeted to have paid \$1,295,558 towards that amount.

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

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

## CURRENT DRS BUSINESS PLAN

2020 again saw a gradual decrease in the number of support cases and dollar amounts collected. While Westmoreland improved its collection rates in the various categories, we still do not meet prior years' collections amounts. There is no denying the fact that fewer people live in this county and the ones who remain are not having as many children, for whatever reason. That is reflected in the gradual decline in the figures over the years.

In spite of that gradual decline, which is a state-wide phenomenon, Westmoreland continues to perform above the state average in cost effectiveness in its operations, receiving \$8.32 in child support for every dollar we spend to collect it. That's far above the above-mentioned \$5.00 level the federal government requires for maximum reimbursement of our expenditures.

Of course, trends and projections stemming from 2020 data are problematic at best with the pandemic in effect since Westmoreland DRO closed in mid-March. We brought back staff to full strength at the end of May but we have been dealing with sporadic service from the courts, the Sheriffs and even the jail, all of which have been closed for periods of time during the last calendar year.

While the statistic on Support Arrears has risen dramatically (due to the Pandemic checks and Unemployment Compensation) our current support data has dipped.

With unemployment dramatically skyrocketing last year, DRO found itself with a lot of wage attachments on non-existent jobs and custodial parents left without any independent income. There simply was not the usual amount of money to collect out there and staff had to move what little money that was out there to the children we could find.

The office will be opening to the public on June 1, 2021, but we have found we can efficiently conduct our hearings without placing our staff or the public in danger with the use of telephones and computers and maintaining COVID protocols.

We have found a working model to establish support orders and maintain our collections with the efficiency we've always had while still adapting to whatever restrictions the pandemic has imposed on us.

WESTMORELAND COUNTY LAW LIBRARY  
2020 ANNUAL REPORT

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

ORGANIZATION

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

SERVICES

The Law Library provides:

- A collection of approximately 25,000 law books, 40 CD's and flash drives, and a variety of online resources, with a strong emphasis on Pennsylvania practice materials. Attorneys and courthouse personnel may borrow materials for a one week period; the public must use materials on-site. Most online resources can be emailed.
- Five public access computers used to search licensed online legal information, such as, Westlaw, Lexis, Shepard's, HeinOnline, etc. Information can be printed or emailed. The computers are also used to access the internet, court and county information, records, forms, and the library's CD collection. In addition, the public and attorneys regularly use the computers to type and prepare legal documents.
- Trained library staff to maintain the library and assist users in locating information and materials appropriate to their needs.
- A quiet, comfortable setting for people to study and conduct their research.
- A small meeting room for attorneys, clients and courthouse personnel to discuss legal matters in a private setting.
- Equipment including: copier, fax, scanner, and printer available to library users for a nominal fee.
- Wireless Internet Access (Wi-Fi) available for those with laptops and other devices.
- Interlibrary loan and document delivery services to provide materials not available in the library.
- Customized "in-house" databases and guides created to make our various collections more accessible and user friendly. Guides created for: local municipal ordinances, PBI collection, Pathfinder series (research guides), and local court opinions.
- Extended hours and borrowing privileges available for Westmoreland Bar Association members. The Library's Collection includes over 2,000 Pa. Bar Institute CLE books (the "Yellow Books".)

## 2020 Updates

- The covid-19 Pandemic necessitated changes to regular operating procedures.
- The Law Library was closed for three months, March 19<sup>th</sup> thru June 7<sup>th</sup>, with the staff furloughed.
- Problems resulted with disruptions in deliveries from publishers; a great backlog of materials was created. This was complicated by missing items; supplements arriving out of sequence, or not at all; billing errors; and the need to claim lost or missing items.
- When operations resumed, extra care was taken to provide a safe and sanitized environment. This included the installation of plexi-glass panels; socially distanced seating; disinfection of equipment, and furniture after each use; and the 7-day quarantine of items used or returned to the library.
- Library staff adapted to providing services in new ways. Phone and Email requests became common place. Our collection of online materials has proven invaluable in providing materials electronically; eliminating the need to have direct contact with people.
- The Westlaw plan and Lexis Advance plan were upgraded to provide additional materials and enhancements.
- The Law Library's Computers were used to conduct 5,793 Westlaw transactions. They were also used for thousands of other searches using various forms databases, the internet, and our other licensed products.
- The Pa. Lexis Advance plan was used for 3,210 transactions. Our online patron access plan is enhanced to include 29 Pa. specific treatises and practice guides, and Shepard's Citations. New analytic features were incorporated into our plan, as well.
- Referrals of self-represented litigants from Family Court, the Prothonotary's Office, and the Pro Bono Office, occur on a daily basis, with the self-represented needing to obtain information or print court forms.
- Other offices refer people to the library to use the public computers to print bank statements, pay stubs, tax returns, or other records. Others visit to make copies of documents, or use the fax or scanning service.
- A collection of handouts and fliers were created to assist the self-represented.
- Through our associate county law library membership to the Jenkins Law Library in Philadelphia, our Law Library offers access to over 22 licensed online databases. . Having access to their Pa. Common Pleas Opinions database (85,000+) and Gale Pa. Legal Forms are especially useful. The Lexis and Law Journal Press E-Book collections, supplement our book collection.
- 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 identifying and 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.

2020 Statistics

Total Visits/Contacts by those using the Law Library:	7,020
Attorneys	3,412
Court & County	873
Public	2,735

Materials Circulated: (Books, CD's, and Document Delivery) 4,674

Online Research Transactions – Licensed Products:	
Westlaw	5,793
Lexis	3,210
Other licensed databases	422

Local Ordinances Filed: (proposed, enacted, revised) 155

Printers: 6,620

Copier/Scanner/Fax: 11,610