

B U D G E T S U M M A R Y

Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures					
Personnel Costs	\$15,932,364	\$15,893,441	\$17,073,887	\$16,982,833	(\$91,054)
Operation Costs	\$10,329,101	\$10,749,142	\$12,414,711	\$12,305,563	(\$109,148)
Debt & Depreciation	\$0	\$0	\$0	\$0	\$ 0
Capital Outlay	\$153,770	\$22,200	\$6,200	\$6,200	\$ 0
Interdepartmental. Charges	(\$95,508)	(\$137,846)	(\$139,624)	(\$87,060)	\$52,564
Total Expenditures	\$26,319,727	\$26,526,937	\$29,355,174	\$29,207,536	(\$147,638)
Revenues					
Direct Revenue	\$3,618,076	\$3,775,164	\$3,487,194	\$3,441,354	(\$45,840)
Intergovernmental Revenue	\$8,223,828	\$8,081,585	\$7,932,501	\$8,715,705	\$783,204
Indirect Revenue	\$0	\$0	\$0	\$0	\$ 0
Total Revenues	\$11,841,904	\$11,856,749	\$11,419,695	\$12,157,059	\$737,364
Tax Levy	\$14,477,823	\$14,670,188	\$17,935,479	\$17,050,477	(\$885,002)
Personnel					
Full-Time Pos. (FTE)	292.5	293.5	293.5	293.5	0.0
Seasonal/Hourly/Pool \$	\$0	\$0	\$0	\$0	0.0
Overtime \$	\$7,925	\$4,015	\$0	\$0	\$0

Department Mission:

The mission of Combined Court Related Operations is to ensure public safety by providing judges, attorneys, persons proceeding without an attorney, and all other persons involved in Circuit Court proceedings or other functions of the Circuit Court with courteous, proficient, and professional services.

Department Description:

Combined Court Related Operations (Courts) includes the Chief Judge and what were formerly three separate departments: Family Court Commissioner, Register in Probate, and County-funded State Court Services/Clerk of Circuit Court. The Chief Judge is the Administrative Chief of the First Judicial Administrative District, which is solely comprised of Milwaukee County. The Chief Judge is responsible for the oversight of administration of judicial activities in the 47 Circuit Courts within the District. Courts are broken into ten program areas.

The Administration Division, under direction of the Clerk of Circuit Court/Court Services Director, plans, directs, and coordinates the operations of all the divisions of the Circuit Court. It includes General Administration, Budget and Accounting, Appeals, Jury Management, and Management Information units. Administration coordinates automation and the purchase and distribution of equipment and supplies. It also prepares statistical reports for the court system and prepares cases for appeal to the State Appellate Court.

COURTS (2000) BUDGET

UNIT NO. 2000

Department: **Combined Court Related Operations**

FUND: **General — 0001**

The Criminal Division hears, tries, and determines all matters for pretrial, trial, and post-conviction proceedings in felony, misdemeanor, and traffic matters. Within the Criminal Division, the Misdemeanor Courts conduct proceedings on matters in which jury demands have been filed in the municipal courts in Milwaukee County. The Criminal Court Division Clerk consults with litigants and attorneys on procedural matters; processes the records for the court; receives cases from the municipal courts; accounts for and disperses fees and fines to the County Treasurer; prepares judgment rolls and case records; issues warrants and necessary documents for court actions including the issuance of occupational licenses in operating while intoxicated cases; and maintains records for the automated JUSTIS System.

The Children's Court Division is responsible for adjudicating cases involving Juvenile Delinquency, Children and Juveniles in Need of Protection and Services, Termination of Parental Rights, minor Adoptions, Guardianship of minors, and Injunctions and Ordinance violations involving minors. The Family Drug Treatment Court is a problem-solving court within the Division that works intensively with families impacted by parental substance use to ensure child safety and permanency. The State of Wisconsin reimburses the Division for the semi-annual review of permanency plans for children in out-of-home care, ensuring services are being provided to achieve permanency within the statutory timelines. The services and responsibilities of the court are defined by state statute, local court rules, Children's Division Policies and Procedures, and Chief Judge Directives.

The Civil Court Division adjudicates small claims, large claims, replevin, and eviction actions. The Clerk of Circuit Court, Civil Division, consults with litigants and attorneys on procedural matters; calculates costs and records judgments; maintains the central court files for civil and family matters; directs the work of the clerical staff of the court; assigns and calendars all cases in the Civil Division of the Circuit Court; and supervises the processing of civil appeals to the State Court of Appeals.

The Family Court area hears all actions affecting family. Within this area, there are three sections: General office which conducts hearings for the family matters of separation, divorce, domestic abuse, and harassment; Child Support Enforcement (CSE) which conducts paternity hearings and monitors the job search task for those individuals liable for child support; and Family Court Mediation Services which provides family mediation services and custody studies.

The Probate Division has two sections; Probate Administration and Probate Court Support. Probate Administration manages and maintains all wills deposited for safekeeping or filed for probate, all probate records of estates, trusts, guardianships of persons and estates, conservatorship, protective placements, and involuntary commitments. Probate Court Support assists the courts assigned probate jurisdiction in adjudicating matters involving probate, trusts, guardianships of persons and estates, conservatorship, protective placements, involuntary commitments, temporary restraining orders, and injunctions in individuals at risk cases.

The Family Drug Treatment Grant Division is responsible for grant oversight in relation to drug treatment.

The Permanency Plan Review Division provides children in an out-of-home situation with a review every six months by the court.

The Self-Help Services, Milwaukee Justice Center (MJC), was founded as a collaboration and partnership between the Milwaukee Bar Association, Marquette University Law School, and Milwaukee County. It is a volunteer-based community service project founded on the premise that everyone deserves meaningful access to the justice system, regardless of their economic situation or access to legal services.

Each year the department produces and posts online an annual report detailing the statistical activities for the previous fiscal year. That annual report can be located at: <https://county.milwaukee.gov/EN/Courts/Clerk-of-Courts>. The Self-Help services division, also known as the Milwaukee Justice Center, produces their own annual report, and it can be located at: <https://www.milwaukeejusticecenter.org/annual-reports.html>.

Major Changes in FY 2021

There are no major changes in 2021.

Strategic Program Area 1: Administration

Service Provision: Mandated

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$4,019,861	\$4,059,305	\$4,550,278	\$4,150,804	(\$399,474)
Revenues	\$151,721	\$246,323	\$126,160	\$107,723	(\$18,437)
Tax Levy	\$3,868,140	\$3,812,982	\$4,424,118	\$4,043,081	(\$381,037)
FTE Positions	30.0	30.0	31.0	31.0	0.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Target	2021 Target
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area, under direction of the Clerk of Circuit Court/Court Services Director, continues to plan, direct, and coordinate the operations of the other divisions of the Circuit Court. This is the general management and fiscal arm of the Combined Courts operation. This program area is also responsible for the management of grants related to the improvement of Court services. The 2021 budget reflects a cost to continue of existing service levels.

Strategic Implementation:

The Milwaukee County Law Library (MCLL) is a vital resource in the Courthouse for County residents, Judges and their staff, Court and County personnel, and for attorneys and other legal professionals. The Law Library works closely with many court offices including the Clerk of Courts, Records Center, and Family Court Commissioners to help deliver legal information and provide equal access to justice. MCLL works very closely with the Milwaukee Justice Center (MJC) to help pro se patrons navigate the courthouse and court processes. The Law Library also assists low-income users who need assistance obtaining proof they receive public assistance to request a fee waiver.

The MCLL does not have the capacity to track the demographics of the individuals accessing its services. However, Law Library staff indicates that user demographics mirror those of the individuals seeking assistance of the MJC.

On average, over 700 people come into the MCLL each week for assistance. The Law Library also provides assistance to people over the phone and by email. The majority of people using the Law Library are at the Courthouse to access court forms and information, make copies to file with the Clerk’s Office, access Wisconsin Circuit Court Access (WCCA), prepare documents for their case, fill out forms, access Wisconsin.gov, or access the Department of Revenue’s eRETR system.

The following contract is being included in the 2021 Budget in lieu of review and approval by the County Board during the 2021 fiscal year:

COURTS (2000) BUDGETDepartment: **Combined Court Related Operations**UNIT NO. **2000**FUND: **General — 0001**

Contracts		
Description	Vendor	Amount
Legal Resource Center	State of Wisconsin	\$234,829

Strategic Program Area 2: Criminal Court

Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$5,038,009	\$5,155,415	\$5,357,623	\$5,307,251	(\$50,372)
Revenues	\$3,222,881	\$3,103,508	\$2,860,339	\$3,004,300	\$143,961
Tax Levy	\$1,815,128	\$2,051,907	\$2,497,284	\$2,302,951	(\$194,333)
FTE Positions	82.0	83.0	84.0	81.0	(3.0)

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Target	2021 Target
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for the hearing, trying, and determining of all matters for pretrial, trial and post-conviction proceedings in felony, misdemeanor, and traffic matters. The Criminal Court program area provides expenditure authority for 24 total court rooms, including 14 felony, seven misdemeanor, two intake, and one preliminary courtroom.

Strategic Program Area 3: Children's Court

Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$6,017,717	\$6,126,981	\$7,086,924	\$7,118,661	\$31,737
Revenues	\$941,855	\$1,423,473	\$1,505,850	\$2,181,706	\$675,856
Tax Levy	\$5,075,862	\$4,703,508	\$5,581,074	\$4,936,955	(\$644,119)
FTE Positions	33.0	32.0	32.0	32.0	0.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Target	2021 Target
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for adjudicating cases involving Juvenile Delinquency, Children and Juveniles in Need of Protection and Services, Termination of Parental Rights, minor Adoptions, Guardianship of minors, Injunctions and Ordinance violations involving minors, and is responsible for 11 courts.

Strategic Implementation:

Revenues in this program area increase by \$676,000 in 2021. This change is based on actual expenditures reimbursed by Title IV-E child welfare program legal services for some attorney affidavits and billings.

COURTS (2000) BUDGETDepartment: **Combined Court Related Operations**UNIT NO. **2000**FUND: **General — 0001****Strategic Program Area 4: Civil Court**Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$4,618,034	\$4,651,469	\$5,430,402	\$5,338,056	(\$92,346)
Revenues	\$3,911,846	\$3,556,125	\$3,189,047	\$3,146,836	(\$42,211)
Tax Levy	\$706,188	\$1,095,344	\$2,241,355	\$2,191,220	(\$50,135)
FTE Positions	88.0	93.0	92.0	90.0	(2.0)

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for small claims, large claims, replevin, and eviction actions. This program area provides services in 16 total courtrooms, including nine large claims courtrooms, five small claims courtrooms, and two probate courtrooms.

Strategic Program Area 5: Family Court

Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$3,677,191	\$3,493,475	\$3,776,967	\$3,970,660	\$193,693
Revenues	\$2,349,178	\$2,229,988	\$2,621,365	\$2,470,057	(\$151,308)
Tax Levy	\$1,328,013	\$1,263,487	\$1,155,602	\$1,500,603	\$345,001
FTE Positions	31.0	28.0	27.0	30.0	3.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for hearings on family matters such as divorce and domestic abuse, conducting paternity hearings, and provides mediation for families and custody studies. The Family Court program area supports a total of 15 courtrooms staffed by Judges and Commissioners.

Strategic Implementation:

This program area contains the Family Court Mediation Services, which are entirely offset with revenues collected: From filing fees in certain family cases, user fees for mediation and custody study and placement services, and from a portion of marriage license fees for no tax levy impact. If, during the 2021 fiscal year, the actual revenue received from these sources exceeds actual expenditures, the State mandates that the excess revenue be set-aside in a reserve account to offset future operating costs in this section. For 2021, a contribution of \$81,204 from the reserve is budgeted.

COURTS (2000) BUDGETDepartment: **Combined Court Related Operations**UNIT NO. **2000**FUND: **General — 0001****Strategic Program Area 6: Probate**Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$1,948,357	\$2,043,377	\$2,335,132	\$2,326,599	(\$8,533)
Revenues	\$335,436	\$336,870	\$338,299	\$329,679	(\$8,620)
Tax Levy	\$1,612,921	\$1,706,507	\$1,996,833	\$1,996,920	\$ 87
FTE Positions	20.0	19.0	19.0	19.0	0.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for all probate records filed with the Courts.

Strategic Implementation:

Services in the Probate area are provided by 19.0 FTEs.

COURTS (2000) BUDGETDepartment: **Combined Court Related Operations**UNIT NO. **2000**FUND: **General — 0001****Strategic Program Area 7: Family Drug Treatment Court**Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$83,548	\$93,558	\$10,000	\$10,000	\$ 0
Revenues	\$128,340	\$91,959	\$75,000	\$75,000	\$ 0
Tax Levy	(\$44,792)	\$1,599	(\$65,000)	(\$65,000)	\$ 0
FTE Positions	0.0	0.0	0.0	0.0	0.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is primarily responsible for the Family Drug Treatment Court Grant administration.

Strategic Implementation:

Family Drug Treatment Court has no dedicated staff.

Strategic Program Area 8: Permanency Plan Review

Service Provision: **Mandated**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$665,435	\$666,694	\$612,730	\$751,635	\$138,905
Revenues	\$677,485	\$745,023	\$612,730	\$751,635	\$138,905
Tax Levy	(\$12,050)	(\$78,329)	\$ 0	\$ 0	\$ 0
FTE Positions	5.5	5.5	5.5	6.5	1.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for the Permanency Plan Review. Expenditures for this area are entirely offset with revenue from the Department of Children and Families – Division of Milwaukee Child Protective Services, resulting in no tax levy impact.

Strategic Implementation:

Services in Permanency Plan Review are provided by 6.5 FTEs.

COURTS (2000) BUDGETDepartment: **Combined Court Related Operations**UNIT NO. **2000**FUND: **General — 0001****Strategic Program Area 9: Self Help**Service Provision: **Discretionary**

How We Do It: Program Budget Summary					
Category	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2021/2020 Variance
Expenditures	\$251,574	\$236,663	\$195,118	\$233,870	\$38,752
Revenues	\$123,162	\$123,478	\$90,905	\$90,123	(\$ 782)
Tax Levy	\$128,412	\$113,185	\$104,213	\$143,747	\$39,534
FTE Positions	3.0	3.0	3.0	4.0	1.0

What We Do With It: Activity Data				
Activity	2018 Actual	2019 Actual	2020 Budget	2021 Budget
No Activity Data Provided by the Department	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2018 Actual	2019 Actual	2020 Target	2021 Target
No Measures Provided by the Department	0	0	0	0

Strategic Overview:

This program area is responsible for the oversight of the Milwaukee Justice Center (MJC), which is a collaborative partnership between the Milwaukee Bar Association, Marquette University Law School, and Milwaukee County.

Strategic Implementation:

Additional revenue continues to be budgeted for 2021 for cost reimbursement from the federal and state governments in relation to child support case assistance.