

# Fiscal Year 2007/2008 Budget Highlights and Goals

## CIRCUIT CLERK

### FY2007 Highlights

- Managed the transition to McHenry County's own 22<sup>nd</sup> Judicial Circuit.
- Added additional employees to handle the increased number of judges and courtrooms that came along with the new 22<sup>nd</sup> Judicial Circuit.
- Received favorable report from the outside auditors that performed the state-required audit of the Circuit Clerk's office. This report found no areas where the McHenry County Circuit Clerk was not in compliance with Illinois State Statute, Supreme Court Rules or Local Court Rules.
- Continued to advance employee education with four of our employees continuing to take classes at McHenry County College as part of the free tuition program offered with our Traffic Safety School contract.
- Managed an increased annual caseload of approximately 29% since 1997.
- Moved into a new Criminal/Traffic office in May of 2007 which provided a better working atmosphere for our employees.
- Offered better customer service with an additional public viewing room which opened with our new Criminal/Traffic office.
- Continued to work towards integrating all McHenry County Justice Agencies by assisting with the installation of software to provide all McHenry County police agencies the capability of printing traffic tickets in their squad car and electronically downloading the ticket information to their records management system and the Circuit Clerk's court database system, reducing the duplication of data entry.

### FY2008 Goals

- To be in compliance with all Illinois State Statutes
- To be in compliance with all case law
- To be in compliance with all Illinois Supreme Court Rules
- To be in compliance with all Administrative Orders of the 22<sup>nd</sup> Judicial Circuit Court
- To receive a favorable outside audit, required by State Statute, regarding our compliance with all of the above
- To improve our Employee Retention Program to increase our chances of retaining good employees long-term.
- Continue to improve our customer service to the public by expanding the capabilities of our website.
- Remodel our offices on the third floor of the Government Center by painting, installing new carpet and new workstations.
- Bring more police agencies on-line with the automated ticket writing software to further reduce the amount of traffic ticket data entry.
- Continue the process of working towards integration with all other McHenry County Justice Agencies to reduce the duplication of data entry throughout the system.