

# FY2021 Budget Coversheet

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## General Information

<b>Office/Department:</b>	<b>District Court/Judicial Department</b>
<b>Budget Contact Person:</b>	<b>Andrea Logan</b>
<b>Budget Team Members:</b>	<b>JoLynn Drage, Andrea Logan, Ned C. Williamson, Jennifer L.K. Haemmerle, Susan Barton, Rosa Stinnett, Angie Ovard, Heidi Schiers, April Pina and Caylee Pfeifer</b>
<b>BCC Presentation Date:</b>	<b>June 24, 2020</b>

## Office/Department Profile

### *Operational Description*

The District Court Department is the foundation for the Blaine County Judicial System. Although they are Blaine County employees, team members also “work” for the judges and the Idaho State Judiciary System. Team Members fulfill the needs of customers including numerous state agencies and county departments, but most of all, our community members. While providing satisfactory customer service, team members must also use caution and recognize and comply with the statutory environment under which they operate.

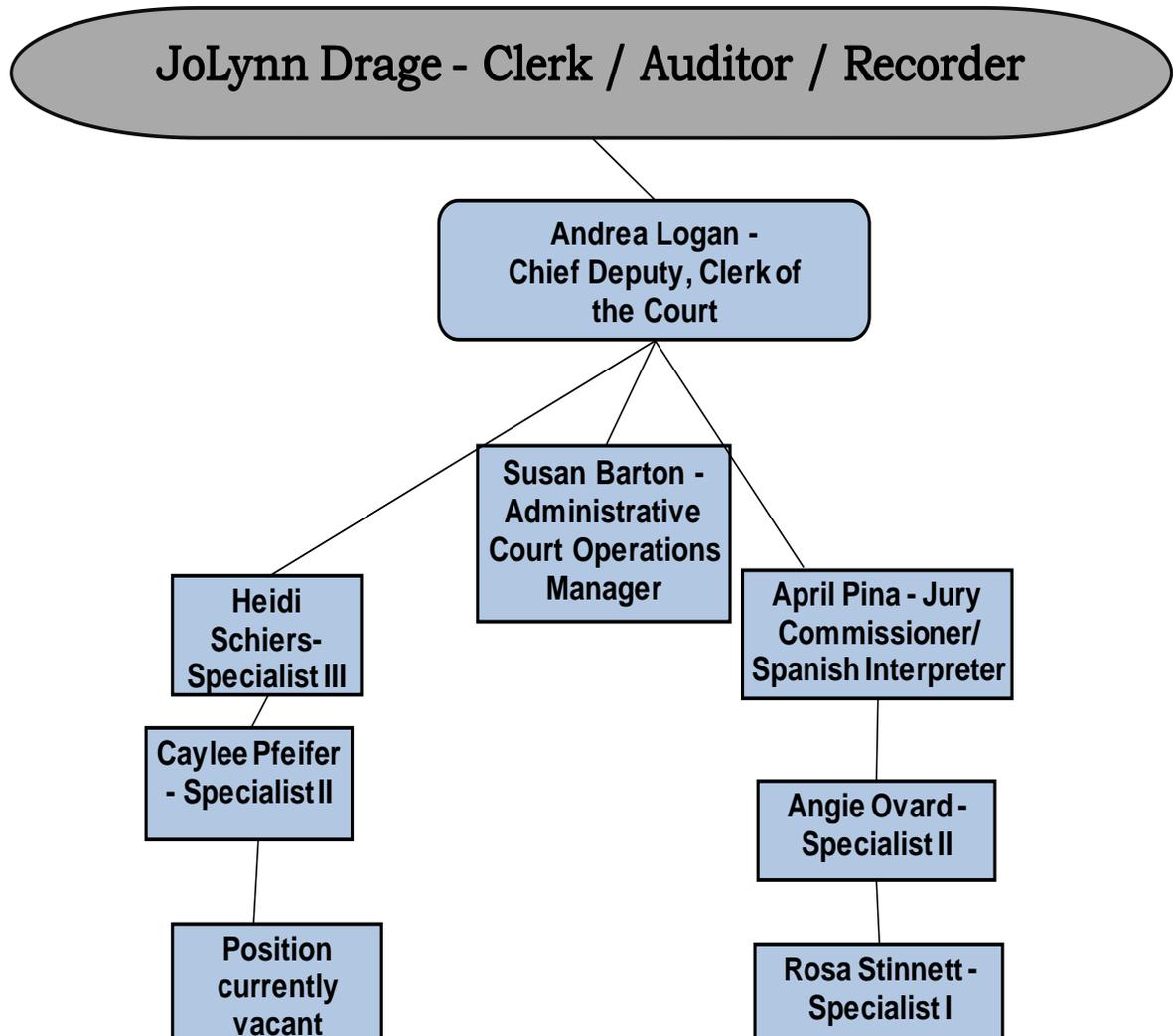
### *Department Vision*

Provide a foundation for the Blaine County Judicial System that fosters community trust and confidence.

### *Department Mission*

Blaine County District Court efficiently and effectively serves the needs of Blaine County citizens and the Idaho State Judiciary System.

## Organizational Structure



# FY2021 Outcome-Based Budgeting

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## *FY2021 Proposed Outcomes*

- Successfully Serve Members of the Blaine County Community
- Foster Cooperative Working Relationships with County Departments and State Agencies
- Preserve Our Valuable Resources by being Conscientious Stewards of County and Natural Resources

## Outcome 1

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### *Successfully Serve Members Of The Blaine County*

*Community.* Our number one priority is serving our community members successfully. We serve a wide variety of customers including our local and visiting judges, prosecuting attorneys, police departments, state and county probation departments, private attorneys and their staff members, jurors, criminal offenders and general community members.

- Outcome 1 – Successfully serve members of the Blaine County Community.

### **Strategic Alignment**

- **Internal Process Perspective (includes operations and processes)**  
Create an organization and organizational culture which:
  - Recognizes the federal and state constitutional and statutory environment in which it operates
  - Models excellent government
- **Learning and Growth Perspective (includes human capital, information capital, and organization capital, skills, training, culture, leadership, systems, and databases)**  
Create an organization and organizational culture which internally:
  - Is unified in its sense of purpose
  - Exhibits good morale

- Promotes a collaborative, team approach to issues and problem solving
- Maintains a strong ethical foundation
- Provides a desirable, responsive work environment
- Optimizes employee training and improvement opportunities
- Strives for consistency
- Strives to exceed expectations
  
- **Customer Perspective (includes customer and stakeholder satisfaction)**  
Create an organization and organizational culture which:
  - Optimizes public accessibility to county services and information
  - Understands and focuses on customer and client service
  - Works to meet community needs when determined appropriate and possible
  - Promulgates appropriate inter-governmental cooperative action

## Outcome 2

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***Foster Cooperative Working Relationships.*** Being the foundation of the judicial system requires effective communication and collaboration with other county departments and state agencies to ensure that our branch, as well as theirs, runs efficiently. District Court regards these other agencies as team members and assists them readily whenever needed.

- Outcome 2 – Foster Cooperative Working Relationships with County Departments and State Agencies

### Strategic Alignment

- **Financial Perspective (includes effective and efficient use of resources)**  
Create an organization and organizational culture of fiscal stability which internally:
  - Uses citizen and taxpayer resources efficiently and effectively
  - Ensures fiscal stability

- Takes the time to assess risk and incorporates risk management appropriately into its decision making
- **Learning and Growth Perspective (includes human capital, information capital, and organization capital, skills, training, culture, leadership, systems, and databases)**  
Create an organization and organizational culture which internally:
  - Provides leadership reflecting the goals and values of the entire Blaine County community
  - Is unified in its sense of purpose
  - Exhibits good morale
  - Promotes a collaborative, team approach to issues and problem solving
  - Provides a desirable, responsive work environment
  - Strives to exceed expectations
  - Maintains a strong ethical foundation
- **Customer Perspective (includes customer and stakeholder satisfaction)**  
Create an organization and organizational culture which:
  - Optimizes public accessibility to county services and information
  - Understands and focuses on customer and client service
  - Works to meet community needs when determined appropriate and possible
  - Promulgates appropriate inter-governmental cooperative action.

## Outcome 3

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### ***PRESERVE OUR VALUABLE RESOURCES BY BEING CONSCIENTIOUS STEWARDS OF COUNTY AND NATURAL RESOURCES.***

The Judicial Department continues to take initiative in recycling and reusing materials as well as conserving non-material resources such as energy. We familiarize ourselves with recycling guidelines and other reference materials in the effort to reduce, reuse and recycle items to benefit Blaine County Government and our community.

- Outcome 3 – Preserve our valuable resources by being conscientious stewards of County and natural resources.

## Strategic Alignment

- **Financial Perspective (includes effective and efficient use of resources)**  
Create an organization and organizational culture of fiscal stability which:
  - Uses citizen and taxpayer resources efficiently and effectively
  - Ensures fiscal stability
  - Considers fully the costs and benefits of each expense or cut
  - Takes the time to assess risk and incorporates risk management appropriately into its decision making
  
- **Learning and Growth Perspective (includes human capital, information capital, and organization capital, skills, training, culture, leadership, systems, and databases)**  
Create an organization and organizational culture which internally:
  - Provides leadership reflecting the goals and values of the entire Blaine County community
  - Is unified in its sense of purpose
  - Exhibits good morale
  - Promotes a collaborative, team approach to issues and problem solving
  - Provides a desirable, responsive work environment
  - Strives to exceed expectations
  
- **Customer Perspective (includes customer and stakeholder satisfaction)**  
Create an organization and organizational culture which:
  - Optimizes public accessibility to county services and information
  - Understands and focuses on customer and client service
  - Works to meet community needs when determined appropriate and possible
  - Promulgates appropriate inter-governmental cooperative action

**BUDGET PRESENTATION FY 2021**

**BLAINE COUNTY JUDICIAL  
DEPARTMENT**

**WHO DO WE  
SERVE?**



**HOW DO WE  
SERVE THEM?**

# WE SERVE OUR COMMUNITY!

- Court Assistance
- Small Claims
- Civil Protection Orders
- Jury Service
- Parenting Classes
- Record requests
- Victim Restitution
- Payment Agreements

# COUNTY & CITY PARTNERS

- ❖ City and County Prosecutors
- ❖ Blaine County Sheriff
- ❖ Blaine County Detention
- ❖ City Police Agencies
- ❖ Eg11 Communications
- ❖ Blaine County Probation Department
- ❖ State Probation & Parole
- ❖ County Services
- ❖ County Public Defender's Office

# COMMUNITY PARTNERS

❖ DISTRICT AND MAGISTRATE JUDGES

❖ 5<sup>TH</sup> DISTRICT TCA's OFFICE

❖ IDAHO SUPREME COURT

❖ CRIMINAL DEFENSE ATTORNEYS

❖ CIVIL LITIGATION ATTORNEYS

❖ BLAINE COUNTY CITIZENS

# Preserving Our Valuable Resources



# Sustainability

- Recycle paper, aluminum and plastic
- Recycle bins located in front hallway and jury room
- Print double-sided
- Odyssey electronic filing system
- Hearings held via Zoom & telephone

# Resilience

## COVID-19 PANDEMIC

Judicial Department remained open for business

- E-filings continued to be reviewed and accepted
- Emergency hearings took place
- Customer service ~ telephone, emails, credit card payments, drop box payments and filings
- Balanced money to auditor
- Reset calendars numerous times/kept attorneys and litigants informed

# 2021 Challenges

Conducting jury trials

Compliance with Idaho Supreme Court's emergency orders

Update Odyssey Case Manager to Navigator

Hire new team member; continued training

