

Fiscal Year 2009/2010 Budget Highlights and Goals

Circuit Clerk

FY2009 Highlights

- Implemented new custom case management system (ICIS) with software vendor I.S.S. in May of 2009 which improved our operating efficiency in many areas, in addition to laying the groundwork for integration with all other McHenry County Justice Agencies in the years to come.
- Installed new improved version of our electronic ticketing system (APS) in a large percentage of McHenry County police agencies as part of a multi-county agreement. New version of APS ticketing program uses thermal printers along with officer's digital signature and is electronically downloaded into the Circuit Clerk's case management system without re-keying the information already entered by the officer.
- Improved our customer service by offering a new internet payment vendor (GovPay) which accepts all major credit cards. Also simplified the posting of bond by allowing access to GovPay over the internet to police agencies for the posting of bond from squad cars.
- Worked with the McHenry County State's Attorney to begin sending past-due accounts to collection agency Alliance One. Have improved compliance with court ordered sentences in addition to increasing collection of past-due accounts.
- 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 numerous employees continuing to take classes at McHenry County College and Columbia College as part of the free tuition program offered with our Traffic Safety School contract.
- Managed an overall increased annual caseload of approximately 28% since 1999. Managed 75% increase in Chancery cases and 50% increase in Small Claims filings since 1999.
- Generated additional revenue and reduced customer assistance requirements by adding 13 additional Remote Access customers to our paid online subscription program.
- Remodeled our third floor offices by replacing 20 year old carpet and workstations.

FY2010 Goals

- Continue to improve and expand our new case management system (ICIS) by adding new functionality and improving some of the existing functionality.
- Implement the integration of our document imaging system (OnBase) with our new case management system (ICIS) to allow for one click viewing of the related documents in a case file.
- Participate in the Illinois Circuit Clerk's Information Center to electronically report our case information to state repository for use by prosecuting attorneys in McHenry County and other counties to give prosecutors and the Court the most current information possible when making sentencing decisions.
- Continue to improve our customer service to the public by expanding the capabilities of our website, including the search of basic case information from our website.
- Improve our customer service by offering the purchase of electronic document copies.
- Bring more police agencies on-line with the newest version of APS automated ticket writing software to further reduce the amount of traffic ticket data entry.
- Continue the process of integration with all other McHenry County Justice Agencies to reduce duplication of effort, and increase the accuracy and timeliness of data throughout the new ICIS system.
- Implement electronic Orders of Protection to improve customer service and shorten filing time for victims, in addition to streamlining processes by reducing data entry.
- Use County's Sharepoint software to develop a centralized place to store all Circuit Clerk policy and procedure manuals.
- Remodel Circuit Clerk third floor file room by adding a ceiling with light fixtures and sprinklers, install a tile floor and paint the walls.
- To be in compliance with all Illinois State Statutes, Illinois Supreme Court Rules, case law and Administrative Orders of the 22nd Judicial Circuit Court
- To receive a favorable outside audit, required by state statute, regarding our compliance with all of the above