JUVENILE & DOMESTIC RELATIONS DISTRICT COURT

DESCRIPTION

The Juvenile and Domestic Relations District Court hears criminal, civil, traffic, and social services matters. The Juvenile and Domestic court exercises Jurisdiction of juvenile cases in which they are the offender or victim, adult misdemeanor and preliminary felony hearings of cases involving family or household members, juvenile traffic infractions, child/spousal support, custody/visitation, and social services cases including foster care. The Juvenile Court differs from other courts in their commitment to rehabilitate those who come before the court, in addition to protecting the public and holding juvenile offenders accountable for their behavior. The Juvenile and Domestic Relations Clerk's Office is responsible for entering all cases, subpoenaing witnesses, processing criminal cases, writing support/custody orders, entering protective orders, answering phone calls, and assisting walk ins.

The Judges of the Juvenile and Domestic Relations District Court are elected by the General Assembly for a term of six years. The Judges, Clerk, and Deputy Clerks are paid directly by the Commonwealth. The county provides space, furniture, and support for the court. Currently, five full-time judges preside over the Henrico County Juvenile and Domestic Relations District Court.

OBJECTIVES

- To update records quickly and accurately so that case information is available, and accounting of court funds is correct.
- To enhance customer service to effectively assist litigants and court professionals seeking information on cases.
- To ensure the efficient and effective operation of the Juvenile and Domestic Relations District Court for the citizens of Henrico County.

FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan

Description	FY22 Actual		FY23 Original		FY24 Proposed	Change 23 to 24	
Personnel *	\$ 33,487	\$	0	\$	107,650	0.0%	
Operation	80,139		107,275		107,275	0.0%	
Capital	0		3,750		3,750	0.0%	
Total	\$ 113,626	\$	111,025	\$	218,675	97.0%	
Personnel Complement *	N/A		N/A		N/A	N/A	

*Full-time Personnel expenses are paid by the Commonwealth of Virginia and are not reflected in the county's personnel complement.

Juvenile and Domestic Relations District Court

PERFORMANCE MEASURES							
Performance Measures							
	FY22	FY23	FY24	Change 23 to 24			
Workload Measures							
Cases filed in Juvenile Court	15,049	11,768	14,000	2,232			
Court Hearings	38,874	31,418	36,500	5,082			

*Note: These estimates are prepared by State Supreme Court Personnel.

BUDGET HIGHLIGHTS

The FY24 budget for the Juvenile and Domestic Relations District Court is \$218,675. This budget is an increase of \$107,650 over FY23 due to a salary supplement provided by Henrico County. These funds support the operational needs of the five judges and their staff, whose salaries are funded by the State.

DEPARMENTAL HIGHLIGHTS

As noted in the FY22 narrative, Barbara Rubel, a trauma informed keynote speaker came in June 2022. Barbara addressed issues of secondary/vicarious trauma, compassion fatigue from the workplace, and effective ways to cope. Henrico JDR staff, Judges, Court Services Unit staff, and Sheriff's Deputies were invited to attend.

Henrico JDR continues to remain fully operational with 13 full time employees and 2 part-time, hourly employees. Full staffing requires 23.5 full-time employees. Henrico County also funds 2 part-time positions for mediation coordinators. Management continues to recruit and train new employees.

In Spring 2022, Henrico JDR received an audit of FY21, and "no matters required written communication with court management."

In August 2022, Henrico JDR began receiving a salary supplement from Henrico County of \$4,000.00/year per employee. Management worked with Henrico HR to implement this new process. Receiving this supplement has improved employee morale and assisted in recruiting efforts. There have been 2 transfers from other JDR Courts who came to Henrico JDR because of the supplement.



Department Operating Budget Henrico County, Virginia FY2023-24 JUVENILE COURT SERVICES

Acco	unt Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50104	Temporary Salaries and Wages -	31,107	0	100,000	100,000	100.0%
50110	Regular FICA	2,380	0	7,650	7,650	100.0%
50201	Legal Services	1,080	1,000	1,000	0	0.0%
50209	Other Professional Services	0	525	525	0	0.0%
50210	Maintenance and Repairs	0	500	500	0	0.0%
50220	Lease/Rent Of Equipment	10,675	13,500	13,500	0	0.0%
50240	Printing and Binding	442	300	300	0	0.0%
50250	Advertising	0	100	100	0	0.0%
50270	Other Contractual Services	39,791	40,000	40,000	0	0.0%
50410	Postal Services	0	50	50	0	0.0%
50412	Telecommunications	13,464	17,000	17,000	0	0.0%
50431	Education and Training	7,475	18,500	18,500	0	0.0%
50450	Dues And Association Memberships	704	1,000	1,000	0	0.0%
50500	Office Supplies	3,179	6,000	6,000	0	0.0%
50501	Food Supplies and Food Service	990	1,000	1,000	0	0.0%
50503	Supplies Medical and Laboratory Supplies	2,339	7,000	7,000	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	0	800	800	0	0.0%
50832	Furniture and Fixtures-Replacement	0	2,500	2,500	0	0.0%
50835	Less Than \$10,000 Computer Equipment-Replacement Less Than \$10,000	0	1,250	1,250	0	0.0%
Total D	Department	113,626	111,025	218,675	107,650	97.0%