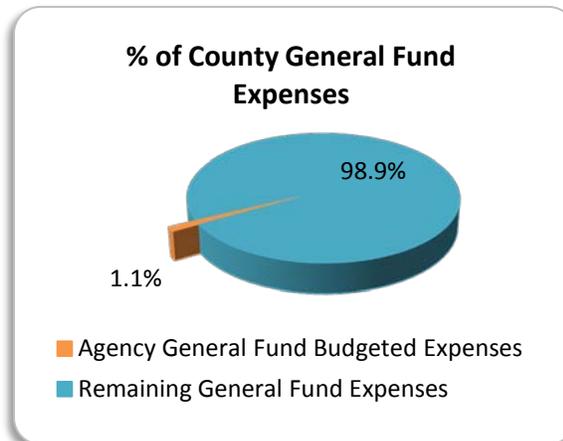
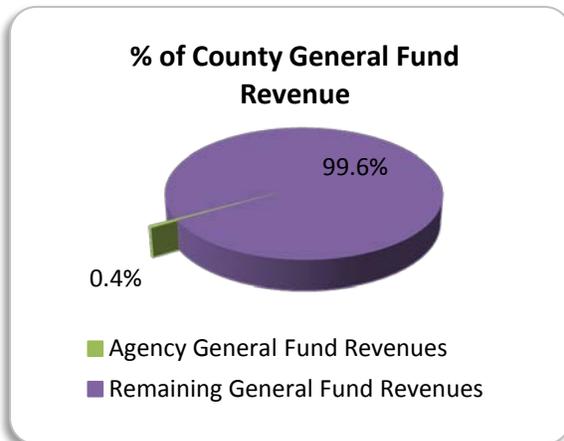
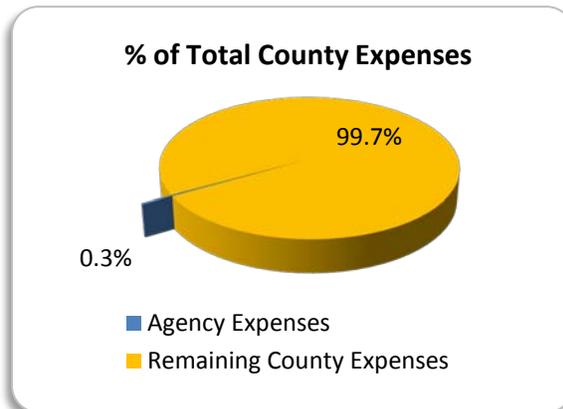
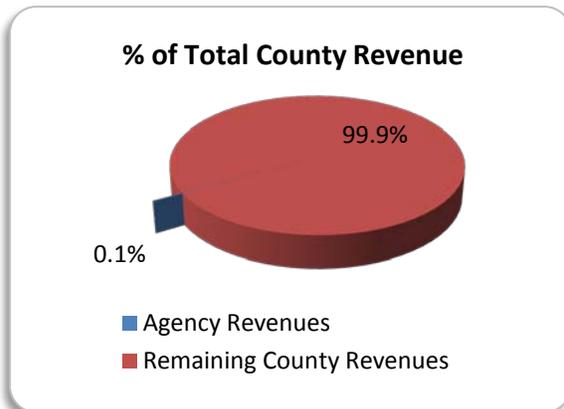


Probate Court

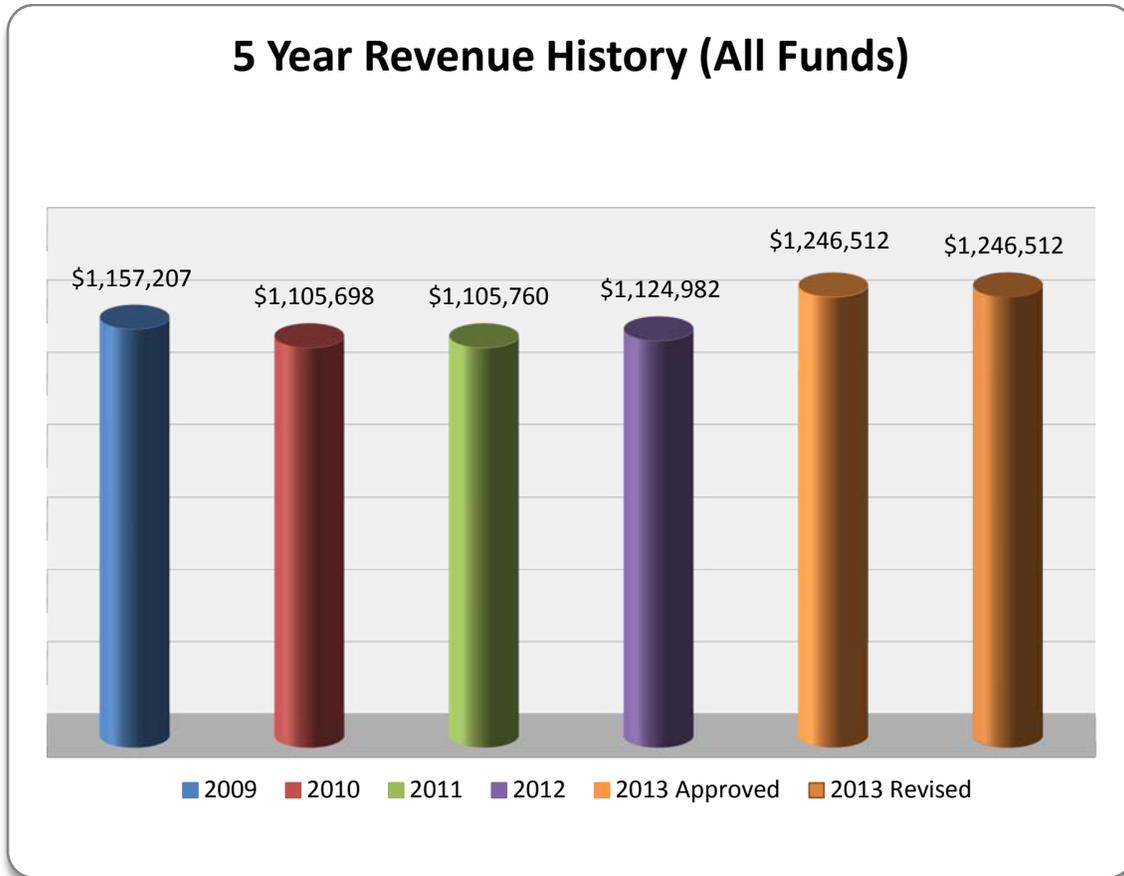
Agency Mission:

The mission of the Franklin County Probate Court is to provide just and efficient judicial, licensing, and customer service in compliance with the law, thereby leading to timely resolution of the public's probate matters in a manner which encourages public confidence in the administration of justice.

Revenue and Expense Overview:



I. Budget Summary – Revenue



- 1) Primary Sources of Revenue – The agency’s primary sources of revenue in the General Fund are filing fees mandated by ORC 2101.16. Additionally, the Probate Court invoices the State of Ohio for mental health hearings (ORC 5122.43 authorizes certain county Probate Court costs and proceedings expenses held under Chapter 5122 permissible for reimbursement by the Ohio Department of Mental Health). The Probate Court is charging fees at the maximum amounts allowable by the Ohio Revised Code.

The agency’s primary sources of revenue in the Court Computerization Fund (Fund 1919) are computerization fees. The Probate Court is charging the fee at the maximum amount (\$10.00) allowable by the Ohio Revised Code.

- 2) Between 2011 and 2012 revenues decreased by 11%. This decrease is due to a combination of factors including an increase in filers that are indigent, no reimbursement revenue from the State of Ohio for mental commitment cases, and fewer people coming into contact with the Probate Court. Between the years of 2012 and 2013, the 8.7% increase is due to reimbursement revenues anticipated from the State of Ohio for mental commitment cases, and the expectation of additional revenue from outside sources.

Revenue	General Fund	Non-General Fund	Total
2011 Actual	\$953,845	\$151,914	\$1,105,760
2012 Actual	\$973,752	\$151,230	\$1,124,982
2013 Agency Request	\$1,100,395	\$146,117	\$1,246,512
% Over(Under) 2012 Actual	13.0%	(3.4%)	10.8%
2013 Approved Budget	\$1,100,395	\$146,117	\$1,246,512
% Over(Under) 2012 Actual	13.0%	(3.4%)	10.8%
% Over(Under) Agency Request	0.0%	0.0%	0.0%
2013 Revised Budget	\$1,600,395	\$146,117	\$1,746,512
% Over(Under) 2012 Actual	64.4%	(3.4%)	55.2%
% Over(Under) Agency Request	45.4%	0.0%	40.1%
% Over(Under) Approved Budget	45.4%	0.0%	40.1%

- 3) 2012 Actual –The \$19,222 increase from the 2011 Actual to the 2012 Actual is primarily attributed to an increase in service fees and charges. This increase is offset by the Court’s receipt of reimbursement from the Ohio Department of Mental Health for the Probate Court’s mental commitment cases. The state budget contains an appropriation which is divided amongst 88 counties, though the appropriation is insufficient to cover all of the costs incurred by Franklin County. The 2012 Approved Budget did not include any revenue in the General Fund from this source, though the Court actually collected \$94,833 from this source in 2012. 2011 Actual revenue was \$118,005 from this source.

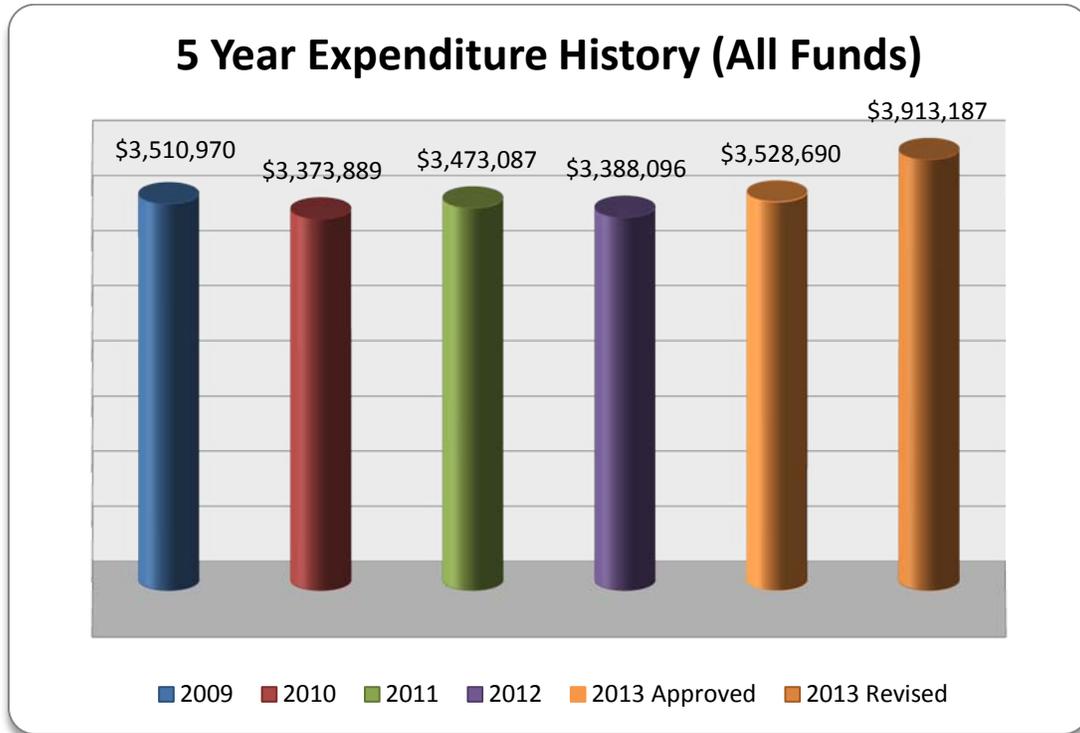
This increase is partially offset by a projected decrease in the Court’s Computerization Fund due to the Court not requiring a loan from the Domestic Court for E-Filing.

- 4) Agency Request - The \$121,530 increase from the 2012 Actual to the 2013 Agency Request is primarily attributed to reimbursements from the State of Ohio Department of Mental Health for mental commitment cases and additional revenue from the ADAMH board and the Board of Developmental Disabilities.

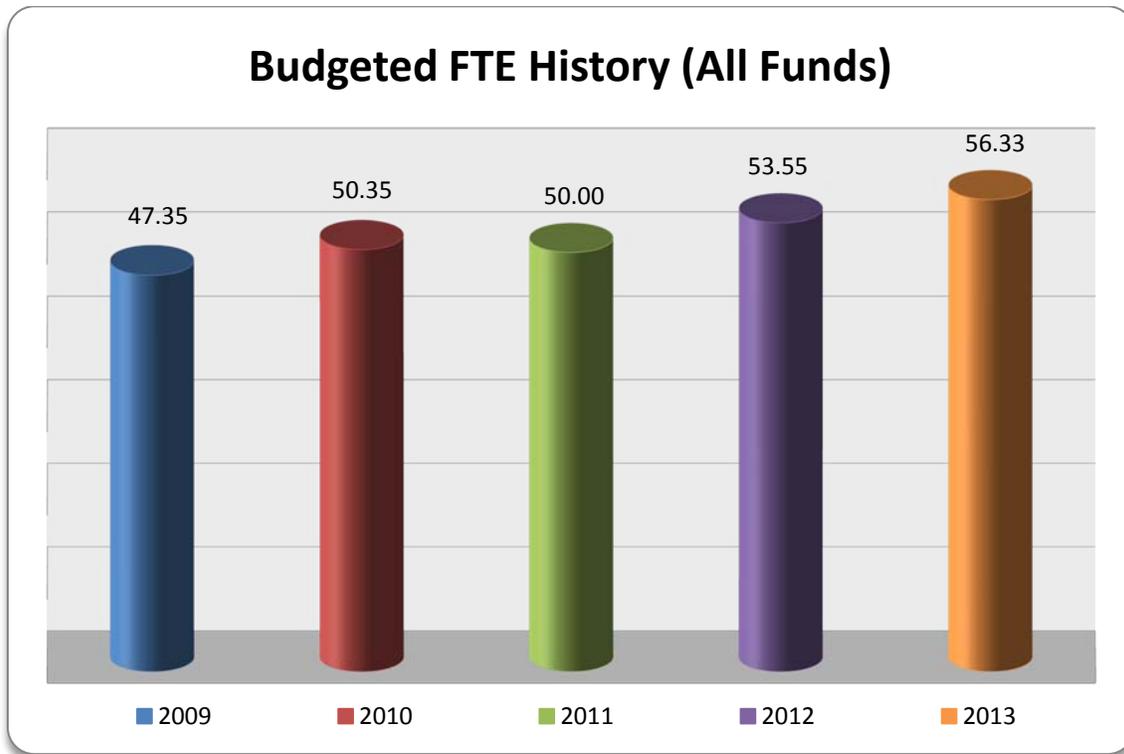
The Computerization Fund will not require a loan from the Domestic Court for its E-Filing participation in 2013.

- 5) Approved Budget – There is no increase from the 2013 Agency Request to the 2013 Approved Budget.
- 6) Revised Budget – The increase of \$500,000 from the 2013 Approved Budget is attributed to projected revenue that will be directed to the General Fund as a result of a volunteer guardianship training program established by the Probate Court. The Probate Court expects to receive \$250,000 each from the Franklin County Board of Developmental Disabilities and the Alcohol, Drug Addiction, and Mental Health Board.

II. Budget Summary – Expenditures



- 1) There were 27 pay periods in 2009, as opposed to 26 pay periods in the remaining years. The 2012 Actual included a decrease in the special trial expenses related to mental commitment cases and indigent guardianships, which did not materialize.



- 2) The increase in 2010 reflects the addition of one Deputy Clerk in 2009, along with one Deputy Clerk and one Administrator in 2010. The 0.35 decrease in 2011 is due to the allocation of Special Magistrates. The increase in 2012 is due to the addition of Probate Magistrates, Chief Counsel and an intern that were added during 2011.

Full Time Equivalent (FTEs)	2012 Budget	2013 Agency Request	2013 Approved Budget	2013 Revised Budget
Administration of Records	29.10	28.36	28.36	34.14
Administration of Justice	24.45	21.19	21.19	22.19
Total Agency FTEs	53.55	49.55	49.55	56.33

- 3) Agency Request - The 4.00 FTE decrease from the 2012 Approved Budget to the 2013 Agency Request is due to the elimination of two vacant positions and the Court's reallocation of positions to funds outside the budgetary authority of the Board of Commissioners.
- 4) Approved Budget - There is no change in Total FTEs from the 2013 Agency Request to the 2013 Approved Budget.
- 5) Revised Budget – Resolution No. 0359-13 adds two full-time positions (an Information Technology Director and a Courtroom Bailiff). The Resolution reallocates positions from outside funds back to the General Fund. Currently, the Court has seven positions paid by a combination of General Fund and the Court's outside funds. Of the seven positions, 2.2 FTE's are allocated to the General Fund and 4.78 FTE's to outside funds.

Expenditures

	General Fund	Non-General Fund	Total
2011 Actual	\$3,250,416	\$222,671	\$3,473,087
2012 Actual	\$3,252,755	\$135,341	\$3,388,096
2013 Agency Request	\$3,313,119	\$184,551	\$3,497,670
% Over(Under) 2012 Actual	1.9%	36.4%	3.2%
2013 Approved Budget	\$3,344,139	\$184,551	\$3,528,690
% Over(Under) 2012 Actual	2.8%	36.4%	4.1%
% Over(Under) Agency Request	0.9%	0.0%	0.9%
2013 Revised Budget	\$3,728,636	\$184,551	\$3,913,187
% Over(Under) 2012 Actual	14.6%	36.4%	15.5%
% Over(Under) Agency Request	12.5%	0.0%	11.9%
% Over(Under) Approved Budget	11.5%	0.0%	10.9%

- 6) 2012 Actual - The \$84,991 decrease from the 2011 Actual to the 2012 Actual is primarily attributed to sick leave termination payouts, vacation termination payouts, payments for the COTA Program, and unemployment compensation being less in 2012.

Within the Court's Computerization Fund the decrease is related to the E-Filing project being less than budget due to the project delays.

- 7) Agency Request - The \$109,574 increase from the 2012 Actual to the 2013 Agency Request is primarily attributed to the appropriation requests related to indigent guardianships and mental commitment hearings and special magistrates.
- 8) Approved Budget - The \$31,020 increase to the General Fund from the 2013 Agency Request to the 2013 Approved Budget is primarily attributed to the 6% premium rate increase to healthcare effective April 2013. There is no increase in the Computerization Fund from the 2013 Agency Request to the 2013 Approved Budget.
- 9) Revised Budget – The \$384,497 increase to the General Fund from the 2013 Approved Budget to the 2013 Revised Budget is primarily attributed to the implementation of a salary survey and the addition of two full-time positions approved by Resolution No. 0359-13 (\$350,000) and the 1.5% salary and wage increase for non-bargaining employees.

III. Agency Overview

Agency Goals:

1. Provide a daily archival records service to the public and the Court so that internal and external customers can access accurate records in an efficient manner to conduct their business and administer justice.
2. Provide judicial services to the public, so that citizens can receive fair and timely resolution of probate matters.
3. Provide all licensing, judicial and archival services consistent with the law

Agency Strategic Issues:

1. Maintaining fair and efficient services, notwithstanding the increase in vulnerable people needing guardianships, especially indigents.
2. Maintaining fair and efficient services, notwithstanding the increase in involuntary mental illness civil commitment cases filed with the Court.
3. Maintaining fair and efficient services, in the face of increased technological change, including the new eFiling program and the impact it will have on the Court.
4. Maintaining a safe and secure Court environment in the face of increasing inappropriate communications and violence directed towards judicial and court officials.
5. Continuing to provide excellent customer service in an environment of increased caseloads and decreasing financial resources.
6. Leveraging the shrinking resources of this Court due to reductions in state support and an increase in demand have put more pressure on the County for funding and has challenged the Court to create public and private partnerships to effectively serve the most vulnerable sectors of our society, including the indigent and incompetent who need a "safety net."

IV. General Fund Budget Overview

Fund Description:

The General Fund is the County's primary operating fund. Revenues are collected from numerous sources and allocated to various programs to provide services to the residents of Franklin County.

	2011 Actual	2012 Actual	2013 Requested Budget	2013 Approved Budget	2013 Revised Budget
Licenses & Permits Total	\$102,612	\$102,972	\$97,000	\$97,000	\$97,000
Service Fees & Charges Total	\$732,599	\$775,890	\$752,000	\$752,000	\$752,000
Intergovernmental Revenue Total	\$118,005	\$94,833	\$251,375	\$251,375	\$251,375
Investment Earnings Total	\$579	\$17	\$20	\$20	\$20
Miscellaneous Revenue Total	\$50	\$40	\$0	\$0	\$0
Interfund Revenue Total	\$0	\$0	\$0	\$0	\$500,000
Total Revenue	\$953,845	\$973,752	\$1,100,395	\$1,100,395	\$1,600,395
Personal Services Total	\$1,893,951	\$1,906,693	\$1,920,339	\$1,920,339	\$2,251,313
Fringe Benefits Total	\$889,790	\$867,629	\$891,890	\$922,910	976,433
Materials & Services Total	\$466,675	\$478,433	\$500,890	\$500,890	\$500,890
Capital Outlays Total	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$3,250,416	\$3,252,755	\$3,313,119	\$3,344,139	\$3,728,626

V. Program Overview

Administration of Records Program

Program Purpose:

The purpose of the Administration of Records program is to provide a daily archival records service to the public and to the Court so they can access accurate records within established time parameters to conduct business and administer justice.

ORC Reference Mandating this Program: 2101.12, 2101.14, 149.334

Program Services:

Case filings, docket entries, microfiche film deliveries, paper file deliveries; records search responses, computer help desk responses

Core Principle:

The Probate Court provides community safety, security, and effective justice.

Linkage to Core Principle:

The Administration of Records Program is linked to the core principle by strengthening the bond between the Court and the community and improves public safety to improve the quality of life.

Measures and Indicators:

Performance Measures	2010 Actual	2011 Actual	2012 Actual	2013 Budget
Increase in the # of Probate Records Added	1,480,199	1,555,252	1,488,185	1,550,000
Increase in the # of Probate Filings	1,480,199	1,561,252	1,488,185	1,550,000
Increase in the # of Probate Records Filed within one business day	1,472,798	1,547,476	1,480,744	1,550,000
Improved Outreach through # of Help Desk Responses	2,523	2,899	2,747	3,000
Improved Access through # of hard file/microfiche requests from file room	26,628	23,790	21,202	24,000
Improved Efficiencies resulting in # of microfiche made	495,505	505,158	446,280	500,000
Improved Access through # of E-mail inquiries	9,415	12,792	15,954	13,000

Administration of Justice Program

Program Purpose:

The purpose of the Administration of Justice program is to provide judicial services to the public so they can receive a fair and timely resolution of probate issues consistent with the law.

ORC Reference Mandating this Program: 2101.04, 2101.162, 2101.24, 2101.32, 2101.33

Program Services:

Administrative functions; probating of wills, estate administrations (full estates and releases from administration), trusts, guardianships of incompetent adults and minors, issuance of marriage licenses, civil commitment hearings for the mentally ill and mentally challenged, adoptions, birth corrections, name changes, delayed birth registrations, custodial accounts, lost heir accounts, disinterments, ordering of healthcare for certain persons with tuberculosis (TB) and acquired immune deficiency syndrome (AIDS), Adult Protective Services cases; guardianship investigations, verification of court records, records held, judicial decisions.

Core Principle:

The Court provides community safety, security, and effective justice. We strengthen the bond between the Court and the community.

Linkage to Core Principle:

The Administration of Justice Program is linked to the core principle by improving public health, welfare and safety, to improve the quality of life. The Court provides programs for treatment and rehabilitation.

Measures and Indicators:

Performance Measures	2010 Actual	2011 Actual	2012 Actual	2013 Budget
Ensuring Justice through # of Caseload Demanded	28,735	29,610	29,874	41,500
Ensuring Justice through # of Caseload maintained within Court Standards	27,564	30,349	28,651	40,000
Ensuring Justice through # of Caseload Maintained	28,735	29,610	29,874	41,500
Improved Outreach through # of Required Investigator Reports	4,689	4,102	4,338	4,250
Ensuring Justice through # of Judge/Magistrate Decisions	1,793	1,633	1,508	1,600
Improved Outreach through # of Investigator Reports	3,988	4,079	3,785	4,500
Ensuring Justice through # of Hearings Held	2,656	3,007	3,081	3,000

VI. Request for Results:

1) **Project Title: Outside Revenue**

Type of Request: New Initiative	Amount Requested:	\$151,375 (Revenue)
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Request Description: The Court is requesting to include additional revenue from outside sources to support the expenses associated with indigent guardianships and mental commitment hearings. At this time, the Court is working to determine the exact source of the revenue.

Status: Recommended	Amount Recommended:	\$151,375 (Revenue)
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Recommendation: OMB recommended this request, which will help support the Court pay for the increasing costs of indigent guardianships and mental commitment hearings. This request was included in the final approved budget.

2) **Project Title: Special Magistrates**

Type of Request: New Initiative	Amount Requested:	\$40,408
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Request Description: The Court is requesting additional appropriations for Special Magistrate fees. The Court pays its Special Magistrates \$80 per case. Currently, the Special Magistrates conduct hearings at Twin Valley State Hospital. In 2012, the hearings have been rising and the costs for the Special Magistrates are on pace to be around \$15,000 over what has been budgeted in 2012. The Court expects these costs to increase in 2013 due to two new psychiatric facilities opening in Franklin County. This past summer, a new facility opened next to Dublin Methodist Hospital, while an expansion is expected to be completed in the spring of 2013 at the Ohio Hospital of Psychiatry.

Status: Recommended	Amount Recommended:	\$40,408
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Recommendation: OMB recommended this request in order to meet the increasing demand the Court has for mental commitment hearings. With the addition of two new psychiatric facilities and the continued rise in demand for mental commitment hearings, the additional appropriations will serve the Court's obligations to conduct the hearings.

This request was included in the final approved budget.

3) **Project Title: Court/Special Trial Expenses – Indigent Guardianship & Mental Commitment Hearings**

Type of Request: Baseline	Amount Requested:	\$396,590
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Request Description: The Court is requesting to increase the baseline amount for indigent guardianship and mental commitment hearings from \$28,410 to \$425,000. Currently, the Franklin County Board of Developmental Disabilities (FCBDD) has approximately 1900 clients on their roles that have guardians. The Developmental Disabilities system has been impacted by state funding reductions and the resulting waiting lists for guardianships at Advocacy and Protective Services, Inc. (APSI). APSI receives the entire appropriation from the Ohio Department of Developmental Disabilities Protective Services line item GRF 320-412.

For the past several years, FCBDD has stopped making referrals to APSI because so many chosen on the client waiting list. This change has resulted in the need to have local attorneys do the filings and guardianships for FCBDD indigent clients, which requires the expenses to be incurred by the Franklin County Probate Court.

Status: Recommended	Amount Recommended:	\$396,590
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Recommendation: OMB recommended this request in order to meet the demand of special trial expenses related to indigent guardianships and mental commitment hearings.

The Court's baseline for 2013 in this object code was reduced to \$28,410 in order to meet the allowable baseline budget requirements. The additional amount in this request will bring the appropriations for this item back to the 2011 and 2012 expenditure levels.

The Court should continue to seek other revenue sources, policy changes, or legislative remedies in order to reduce the burden of these expenses on the General Fund. This request was included in the final approved budget.

VII. OMB Recommended Adjustments:

A. Vacancy Credits

- 1) Vacancy Credit – General Fund (Fund 1000) – The 2013 Agency Request includes a vacancy reduction of \$108,041 in personal services and \$42,555 in fringe benefits, which represents a vacancy rate of approximately 5.4%. For comparison, the 2012 Budget included a vacancy credit of \$18,932 in personal services and \$8,908 in fringe benefits, which represented a vacancy rate of approximately 1.0%.

Based on the 2009, 2010 and 2011 total actual salaries and wages expenditures, as well as the 2012 projected salary expenditures, as compared to approved budget amounts, the agency maintains an average vacancy surplus of 3.7% in this fund. Based on this information, no further adjustments are recommended.

B. Other Adjustments

- 1) Baseline Adjustments – General Fund (Fund 1000) – Healthcare Adjustment – The 2013 Approved Budget includes an additional \$31,010 for the estimated 6% premium rate increase effective April 2013.

VIII. Budget Corrective Items:

A. Approved

- 1) Resolution No. 0359-13 authorizes a transfer of General Fund appropriations from the Commissioners' Contingency in the amount of \$350,000 for the implementation of a salary survey and the addition of two full-time positions. The resolution also includes a revenue adjustment of \$500,000 for the revenue expected to be received from the Franklin County Board of Developmental Disabilities and the Alcohol, Drug Addiction, and Mental Health Board for the operation of a voluntary guardianship training program.

B. Pending

- 1) None.

IX. Other Post-Budget Items:

A. None.