



Memorandum

Date: January 29, 2018

To: Members of the Judicial Committee

Cc: Sherry Statman, Michael Coffey, Pete Valdez, Marti Bier, Amy Smith, Neesha Dave, Kate Garza

From: Mary Jane Grubb, Municipal Court Clerk

Re: Municipal Court Metrics and Goals

Pursuant to resolution # 2017-1214-060, executed on December 14th, 2017, the Municipal Court Clerk and Presiding Judge have identified metrics that are in alignment with the goals outlined in the resolution. The goals of the resolution are as follows:

- Provide prompt, effective, efficient and impartial administration of justice and processing of all cases filed with the Court.
- Provide accurate, readily accessible information through multiple channels to the public and to all individuals participating in Municipal Court cases about (1) the Court's procedures, (2) the rights and duties of defendants in cases before the Court, and (3) alternative sentencing options that allow individuals to resolve their cases when they cannot afford fines or costs.
- Minimize jail commitments for non-payment of fines whenever effective alternatives are available.
- Make alternative sentencing options available whenever appropriate under the law and ensure sentencing is consistent with all federal and state laws restricting jail commitments.
- Minimize the issuance of warrants whenever alternatives are available and through imposition of alternative sentences.
- Minimize unintended adverse consequences of Class C fines and fees on low-income individuals and families.
- Perform timely magistration at the Travis County Central Booking Facility to minimize the timeframe between a person's arrest and their opportunity to be released from detention, and when setting bonds, hewing closely to the minimum bond necessary to secure a defendant's presence in court, and prioritizing release on personal bonds when possible.
- Treat all people with respect and dignity and to create culture of sensitivity to the diversity of income levels and circumstances of individuals residing in Austin.

The below chart includes the resolution goals, alignment with operational metrics, and the purpose of each metric. Many of the metrics are already available on the performance measure data portal; others are in development.

Goals	Metrics	Definition	Notes
Goal #1: Provide prompt, effective, efficient and impartial administration of justice and processing of all cases filed with the Court.	Number of cases docketed (excluding jail)	This measure calculates the total number of cases appearing on all scheduled dockets and walk-in dockets. Does not include cases seen in jail. (AMC)	Current external measure
	Total number of cases docketed	This counts the number of cases that were placed on any docket at DACC. (DACC)	Current external measure
	Number of cases magistrated/arraigned - Total	This measure calculates the number of cases magistrated/arraigned in jail (all levels of offenses). (AMC and DACC)	Current external measure
	Percent of cases set on a docket within 60 days	This measure shows how well the court meets the standard of setting cases, in which the defendant has pled not guilty, within 60 days. The closer this number is to 100%, the more efficiently the court is docketing cases, and making sure that defendants have their cases heard within a timely manner. (AMC)	Current external measure
Goal #2: Provide accurate, readily accessible information through multiple channels to the public and to all individuals participating in Municipal Court cases about (1) the Court's procedures, (2) the rights and duties of defendants in cases before the Court, and (3) alternative sentencing options that allow individuals to resolve their cases when they cannot afford fines or costs.	Percent of time that the case management system is online	This measure calculates the percentage of time systems are online. (AMC)	Current external measure. The Court's procedures, the rights and duties of defendants, and alternative sentencing options are available on the Court's website, on forms, notices mailed to defendants, and on the citation. DACC has not been proactive in creating alternative online services because their priority population does not have easy access to online services.
Goal #3 Minimize jail commitments for non-payment of fines whenever effective alternatives are available.	Number of defendants remanded to jail on class C charges only	This measure calculates the number of defendants remanded to jail on Class C charges only (not being held on higher charges) (AMC and DACC)	Current external measure
	% of defendants remanded to jail on Class C charges only	This measure will calculate the percentage of defendants arrested on Class C charges only who were remanded to jail. (AMC and DACC)	In development; not yet available.
Goal #4: Make alternative sentencing options available whenever appropriate under the law and ensure sentencing is consistent with all federal and state laws restricting jail commitments.	Number of rehabilitation sentences	This measure calculates the number of rehabilitation sentences ordered (community service, rehabilitation, case management) (DACC)	Current external measure
	# of cases ordered community service hours	This measure will calculate the number of cases ordered to do community service (AMC)	In development; not yet available.
	% of cases ordered community service hours	This measure will calculate the percentage of all case dispositions in which community service hours were ordered. (AMC)	In development; not yet available.
	# of cases set up on a time payment plan	This measure will calculate the number of cases set up on a time payment plan. (AMC)	Internal measure
	% of cases set up on a time payment plan	This measure will calculate the percentage of all case dispositions in which a payment plan was set up. (AMC)	In development; not yet available.
	Number of CSR hours completed by DACC frequent offenders	This measure calculates the # of community service hours completed by individuals who have been identified to be frequent offenders. (DACC)	Current external measure
	Number of CSR hours scheduled at DACC	This measures calculates the number of community service hours scheduled at DACC.	Current external measure
Goal #5: Minimize the issuance of warrants whenever alternatives are available and through imposition of alternative sentences.	% of active case load in warrant status	This measure will calculate the percentage of all active cases that are in warrant status. (AMC and DACC)	In development; not yet available.
Goal #6: Minimize unintended adverse consequences of Class C fines and fees on low-income individuals and families.	Same metrics as listed for goal #4		n/a
	# of cases that receive reductions/waivers	This measure calculates the # of cases have a reduction or waiver of all/part of the costs, fines, and fees.	Available on the Court's website
Goal #7: Perform timely magistration at the Travis County Central Booking Facility to minimize the timeframe between a person's arrest and their opportunity to be released from detention, and when setting bonds, hewing closely to the minimum bond necessary to secure a defendant's presence in court, and prioritizing release on personal bonds when possible.	# of personal bonds approved	This measure calculates the # personal bonds approved at Central Booking (AMC and DACC)	Current external measure
	% of personal bonds approved	This measure will calculate the percentage of all bonds approved that are personal bonds. (AMC and DACC)	In development; not yet available.
Goal # 8: Treat all people with respect and dignity and to create culture of sensitivity to the diversity of income levels and circumstances of individuals residing in Austin.	Level of customer satisfaction as indicated by the City of Austin Citizen Survey	This measure is taken from the annual City of Austin Community Survey and reports the total percent of favorable responses received. This survey is prepared and conducted by sources external to the City of Austin. It is a statistically-valid survey that can represent the opinion of Austin's general population with a 95% confidence interval and +/- 3% margin of error. (AMC and DACC)	Current external measure

