

TOLEDO MUNICIPAL COURT

ANNUAL REPORT 2019

TOLEDO MUNICIPAL COURT

555 N. Erie Street
Toledo, Ohio 43604

Timothy C. Kuhlman
Presiding Judge

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On behalf of the Toledo Municipal Court, and as the current Presiding Judge for the Court, I am pleased to present to you our annual report for calendar year 2019 as required by statute. The report provides a comprehensive summary of the Court's significant accomplishments and overall performance during the past year. I encourage you to read the report in its entirety as you will find its contents to be educational and informative.

The Court recognizes and values the critical role it performs in administering justice and ensuring the citizens of Toledo, Washington Township, and Ottawa Hills are treated fairly in criminal and civil matters that come before the Court. The Judges and Court staff take great pride in the work they do, and are mindful of the potential impact of such work. We also appreciate and value the cooperative and positive working relationships that we have forged with the other branches of government, including the Mayor's Office and City Council, as well as representatives from Washington Township, the Village of Ottawa Hills, and Lucas County. Additionally, the Judges and Court staff continues to put forth significant effort to preserve and strengthen the Court's partnerships with the criminal justice agencies and community organizations that it works with on a daily basis in serving the community.

The Court is, and will continue to be, cognizant and sensitive to the economic conditions and challenges of the City of Toledo and Lucas County and the surrounding areas that we serve. In 2019, we demonstrated our commitment to making sound fiscal and operational decisions. The Court remains committed to providing cost effective programs and services that address the needs of offenders, victims, and the community.

As we move forward in 2020, the Court will remain fiscally responsible and transparent in managing its daily operations. At the same time, we will continue to identify and pursue new and cost effective opportunities, which will help improve our efficiency, performance, and service delivery to the public.

In closing, on behalf of the Judges of our Court, I encourage you to review the 2019 annual report. We invite you to contact us should you have any questions or concerns related to this report.

Respectfully,

A handwritten signature in black ink, appearing to read 'T. C. Kuhlman', written in a cursive style.

Timothy C. Kuhlman
Presiding Judge

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COURT ADMINISTRATOR'S OFFICE

C. Lisa Falgiano
Court Administrator

Department Description

The Court Administrator's Office was created in 1972 to provide the judges with support for researching, planning, and executing all administrative functions and operations as well as providing day-to-day leadership and general supervision over the Judges' Division departments and staff. In establishing the Court Administrator's Office, the judges were relieved of many of their former administrative duties, enabling them to increase their focus and efforts on their judicial responsibilities. Although the Court Administrator's Office is not directly involved in daily judicial courtroom operations, the office does assist the bench in researching, measuring, developing, documenting and implementing case management processes and procedures.

The Court Administrator's staff has a wide range of responsibilities including: budget preparation and fiscal administration, technology management, personnel administration, policy development and implementation, facilities management, statistical data collection and analysis, and contract administration and purchasing. The Court Administrator's Office also acts as a liaison with criminal justice partners and stakeholders, including the practicing bar, community organizations, governmental agencies, and the public. The court administrator reports directly to the seven judges and facilitates the judges' monthly meeting. The court administrator also serves as the organization's equal opportunity/affirmative action officer.

As required by Rule 3 and Rule 4 of the Rules of Superintendence for the Courts of Ohio, the judges select by majority vote a presiding/administrative judge. The court administrator has a close working relationship with the presiding/administrative judge. Timothy C. Kuhlman was elected to a one-year term as the presiding/administrative judge in 2019. Judge William M. Connelly, Jr. served as the acting presiding/administrative judge for a one-year term beginning January 1, 2019.

Year in Review – Overview

During 2019, Toledo Municipal Court operated under stable budget conditions. The court continued to support the City of Toledo's budget and cost saving efforts. The court met regularly with City of Toledo officials and members of Toledo City Council to identify priorities and cost saving measures. The court continued to operate under fiscally responsible practices that met the growing demands for offender services in 2019.

The judges and Court Administrator's Office work with both city and county government to balance fiscal resources and public safety concerns. The number of jail beds available to Toledo Municipal Court defendants remained stable at 77 beds. Thirty treatment beds remained available at the Correctional Treatment Facility for defendants referred to the Regional Addiction Diversion (RAD) program. These options are critical to protecting the community and providing opportunities to defendants for rehabilitation. Pretrial supervision services for misdemeanor cases and pretrial drug testing remained unavailable in 2019 for municipal court defendants. The court had intermittent access to Work Release in 2019.

The court continued to work diligently to support efforts to reduce the incarceration of defendants in local jails while at the same time protecting public safety in our community. The court continues to utilize the

Public Safety Assessment (PSA) court tool to assist in determining which criminal defendants should remain in custody and which should be released.

The court remains dedicated to criminal justice reform and continues to work with Lucas County and other community partners on the John D. and Catherine T. MacArthur Foundation's MacArthur Grant. The court's diversion program, developed for underserved populations, targets alternative resolution to cases related to drug possession, disorderly conduct and obstructing official business. Diversion can occur at any point during the case processing. Upon successful completion of the educational diversion program, an individual's case is dismissed without the individual needing to return to court. As of December 31, 2019, 841 defendants were referred to the program and 67% of those individuals have completed the program. Sign-up for the program is web-based and can occur from a kiosk located in the court, or from any computer or mobile device. The diversion program specifically targets repeat, low-level misdemeanor offenders. Individuals can be referred to the program more than once.

In 2019, the court re-engineered the Assignment Office into a multi-service Court Services Department. The goal of the department was to consolidate activities and programs that support the courtrooms into one location that will assist court users and modernize scheduling services. The oversight for the court's electronic monitoring program moved to the new Court Services Department in 2019.

In 2019, the court hired a building operations chief and six part-time court security bailiffs. The building operations chief plans and directs the operations of the Court Security Bailiff Program and works to implement best practices related to safety and security in the courthouse as part of a comprehensive emergency management program for the court. During 2019, the building operations chief developed and implemented policy and procedure documents to commence the Court Security Bailiff Program on October 7, 2019. The court's security bailiffs provide main entry security and screening from 8:00 a.m. to 1:00 p.m. In addition, the building operations chief works closely with members of the City of Toledo Division of Facility to oversee the maintenance of the courthouse.

The Veteran's Treatment Court completed its fifth year in 2019. This specialized court docket allows offenders who are military veterans to receive intensive, specialized treatment services while under the supervision of the court. Judge William M. Connelly, Jr. was appointed to preside over the Veteran's Treatment Court. In 2019, 11 veterans were accepted into the court. Three veterans were discharged from the court and seven veterans successfully graduated from the program during 2019. The Veterans Treatment Court received a grant in the amount of \$6,900.00 from Operation Legal Help Ohio in 2018. The court continued to use those funds to assist and support transportation-related needs facing Ohio's Veteran Treatment Court participants in 2019.

On June 21, 2019, the City of Toledo experienced a major electrical service outage due to a public utilities construction incident. The disruption significantly affected court operations and other public agencies within the City of Toledo. For the safety of staff and court users, the courthouse remained closed for two days, reopening with limited operations on Tuesday, June 25, 2019. The court completed a post incident assessment to review emergency and safety practices. As a result, the court is working with the City of Toledo to ensure the court has access to standby generator power in order to ensure the continuity of operations in the event of a similar catastrophic occurrence in the future.

Court Administrator Lisa Falgiano completed her tenth full year as court administrator in 2019. As a veteran court administrator, Ms. Falgiano brings a great deal of experience and expertise to the position. She is a certified Ohio court manager, certified court executive and certified faculty for the Ohio Judicial College's Court Management Program. Ms. Falgiano teaches locally and nationally on a range of topics.

CourTools

The court continues to use the CourTools program, which was developed by the National Center for State Courts, to measure its efficiency and case management performance. Specific performance areas measured by the use of CourTools include: public access and fairness, clearance rates, time to disposition, age of active pending caseload, trial date certainty, and employee satisfaction. Since the court started using CourTools in 2008 and 2009, it has demonstrated positive results in the targeted performance areas. Individuals who are interested in obtaining additional information about CourTools should access <http://www.courttools.org>. Additional information regarding the court's case management performance is available on the court's public website: <http://www.toledomunicipalcourt.org>. Also included on the court's website is the age of active pending caseload reports which are updated monthly. These reports confirm that the judges are effectively managing their caseloads and disposing of cases in a timely manner.

Technology

The court's Information Technology Department is responsible for maintaining the court's information and technology needs. The department's expertise and work helps ensure that the court's business and public records are more transparent to the public, as well as protecting the confidentiality of private/non-public information. In 2019, the court upgraded software programs and information technology items that enhanced department support provided to overall court operations. The court continued to partner with the clerk of court and Northwest Ohio Regional Information System (NORIS) to implement operational efficiencies that reduce the movement of physical case files and enhance the flow of information between the court's different case management systems. In December, the court engaged in a technology project that replaced 116 tower and laptop PCs. Nineteen existing laptops and two PCs were converted to the Windows 10 operating system.

The court upgraded the existing public wireless network with a new network that enhances user capacity and provides advanced content filtering, as well as management and trouble-shooting capabilities.

Professional Development

The court recognizes the value of retaining a committed and engaged workforce. The court adopted in 2019 a theme, "sharpening our axes" for the professional development of staff. Staff was encouraged to take time to "sharpen" their areas of knowledge and seek opportunities for enhanced professional growth. During the year, the court worked with a consultant to develop and implement peer-to-peer mentoring training for staff and managers in the Probation Department. The court, in collaboration with Lucas County Human Resources, launched the LEAD (Leaders Emerging and Developing) program for Toledo Municipal Court staff, our criminal justice partners, and staff from local suburban municipal courts. Eleven individuals were selected for the inaugural class.

The court continued its commitment to provide meaningful professional development and training opportunities to its employees. Roundtable meetings continued for managerial and supervisory staff that focused on communication, engagement, and professional development. In 2019, 31 Judges' Division employees completed six hours of Bridges out of Poverty training. This included nearly half of all Probation Department staff, and almost all new employees. Eighteen staff members attended procedural justice training (8.0 hours). Forty staff members attended human trafficking training (1.5 hours) and 13 staff members attended Legal Advice vs. Information, a webinar offered by the Supreme Court of Ohio. The Civil Bailiff's Department received training on sovereign citizens, first aid/CPR, self-defense and aerosol chemical agents, and drug and gang awareness. The court security bailiffs and the building operations chief attended training in firearm qualifications. Probation staff continued training in Carey Guides (1.0 hour) and attended a

motivational interviewing booster (2.0 hours). Probation staff attended individual seminars on writing SMART case plans, drug and gang awareness training and verbal de-escalation. A total of 2,012.9 training hours were completed by Judges' Division staff in 2019.

Judges' Division staff also serves as trainers for others. On November 22, 2019, Judge Timothy C. Kuhlman, Court Administrator Lisa Falgiano, Deputy Court Administrator Burma Stewart, and Chief Deputy, Civil Division Bryan Latta provided continuing legal education on procedural fairness to local attorneys at The University of Toledo College of Law.

Administrative Support Services

The Court Administrator's Office provides a variety of support services for the administration of court policy and personnel. In 2019, Local Court Rules , 2, 3, 8.1, 9, 11, 14, 15, 16, 18, 19, 21, 23, 25, 26, 29, 35, 37, and 40, were updated.

Throughout the year, the Court Administrator's Office managed a number of personnel selections and personnel actions. The court's Judges' Division advertised 18 external job vacancy postings and conducted over 163 applicant interviews. In 2019, eight Judges' Division staff members resigned from their employment. The court appointed four internal employees to new positions within the Judges' Division. Five employees were appointed to "acting" positions.

The Court Administrator's Office processed 27 FMLA packets. In addition, three staff investigations were conducted. The court administrator received no grievances this year under the court's employee grievance program. Additionally, there were no disciplinary hearings in 2019. The Court Administrator's Office helped support the departments in numerous personnel actions, ranging from identifying opportunities for informal coaching to assisting in the development of performance improvement plans. Staff in salary groups 1-15 received a 1.5% increase in 2019.

Several building improvement projects were completed under the guidance of the building operations chief. These projects enhanced working conditions within the court. In 2019, the former building snack bar was remodeled to provide additional office and kitchenette space for probation staff. In addition, space previously used by the Clerk's Office for case file storage was remodeled to provide a large dedicated space for trainings and meetings for not only court staff, but also courthouse building tenants.

External Relations

The court administrator continues to maintain excellent relationships with various agencies and community stakeholders. The Court Administrator's Office coordinated and facilitated requests from the Toledo Bar Association Auxiliary to provide seven group tours for high school students during 2019. The court also hosted the Toledo Bar Association's High School Mock Trial Competition on January 18, 2019.

The court administrator is an appointed member of the Lucas County Community Corrections Planning Board as well as a member of a number of other working groups and committees.

The Coming Year

To accommodate the changing needs of the court facility, remodeling will remain a priority in 2020, with renovation of existing space to enhance services provided by the court. Additionally, the court anticipates replacing its video camera security system in 2020.

In 2020 the court will work with the Access to Justice Lab at the Harvard Law School to study the effectiveness of the court's MacArthur Safety+Justice Challenge Diversion Program. The study will be one of the first in the nation to measure the effectiveness of diversion programming.

Staff training and development remains a focus for 2020. The implementation of the LEAD program supports the court's vision for 2020 to enhance and support future court leaders. Additionally, the court plans to offer implicit bias training to staff.

The court anticipates filling several vacant positions next year including probation unit supervisor-quality assurance, probation officer, court services assistant commissioner, court services specialist, mediator job-share, research law clerk, information technology specialist and probation secretary.

Staffing

This year the Court Administrator's Office hired new staff, including Human Resource Officer Julie Salazar, Finance Officer Robert Disbrow, and Building Operations Chief Thomas Wiegand. The Court Administrator's staff also includes:

Court Administrator Lisa Falgiano
Deputy Court Administrator Burma Stewart
Human Resource Officer Tammy Harris
Information Officer Terry Koluch
Bookkeeper/Payroll Clerk Vanessa Williams
Administrative Assistant Meredith Kurucz
Judges' Secretary Joan Kelly
Judges' Secretary Kate McManus
Acting Judges' Secretary, Salma Bdeiri

Computer Legal Research 3T03013STDSTD 2019 Annual Statement of Expenditures	
<i>Court Research</i>	
Online Legal Research and Printed Material (Westlaw)	\$36,150.97
Total Expenditures	\$36,150.97

Alternate Dispute Resolution (Mediation) Trust Fund 3T03028STDSTD 2019 Annual Statement of Expenditures	
<i>Supplies/Equipment</i>	
ProLaw Software License	\$968.45
Total Expenditures	\$968.45

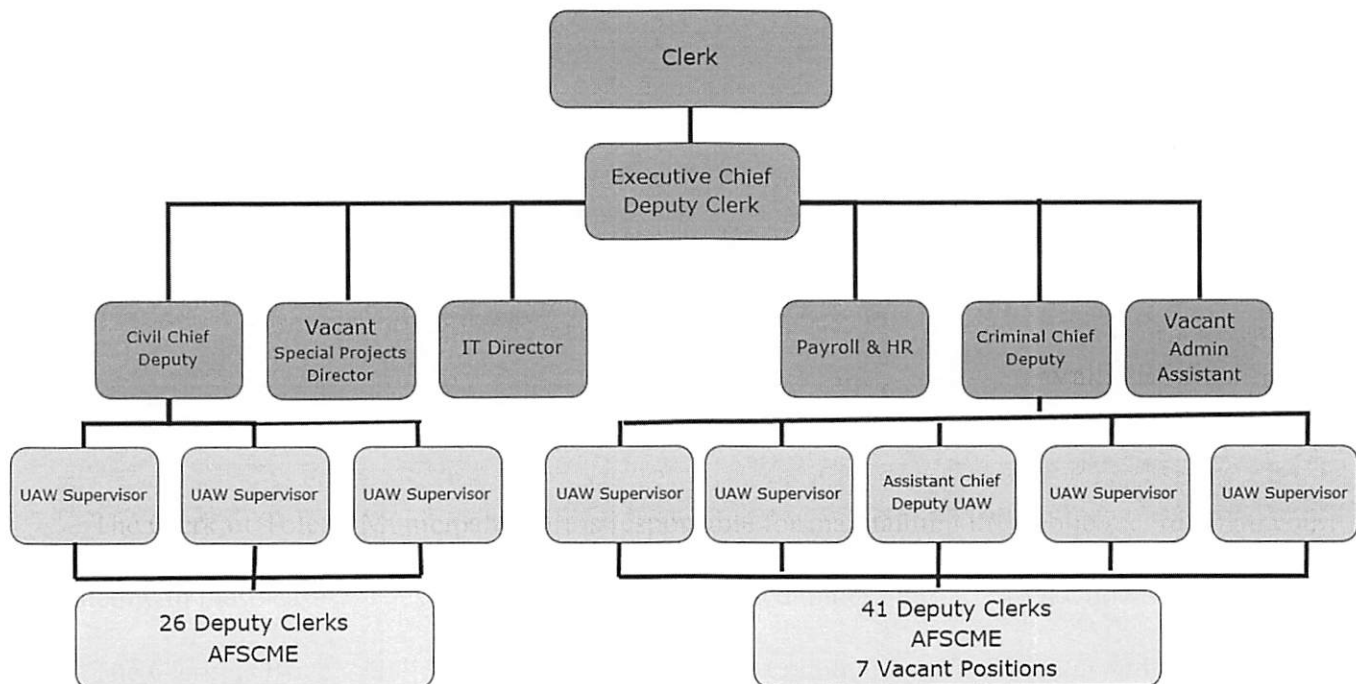
Court Computerization (Judges') Trust Fund 3T02916STDSTD 2019 Annual Statement of Expenditures	
<i>Supplies/Equipment</i>	
Computer Desktop	\$560.00
5 Phone Licenses for Probation	\$1,374.15
Right Stuff Time and Attendance Maintenance Agreement	\$9,500.00
Wi-Fi Installation from Buckeye Broadband	\$1,933.00
Court/Clerk/Housing Website Redesign	\$1,788.75
Total Expenditures	\$15,155.90

CLERK OF TOLEDO MUNICIPAL COURT

Vallie Bowman-English
Clerk of Court

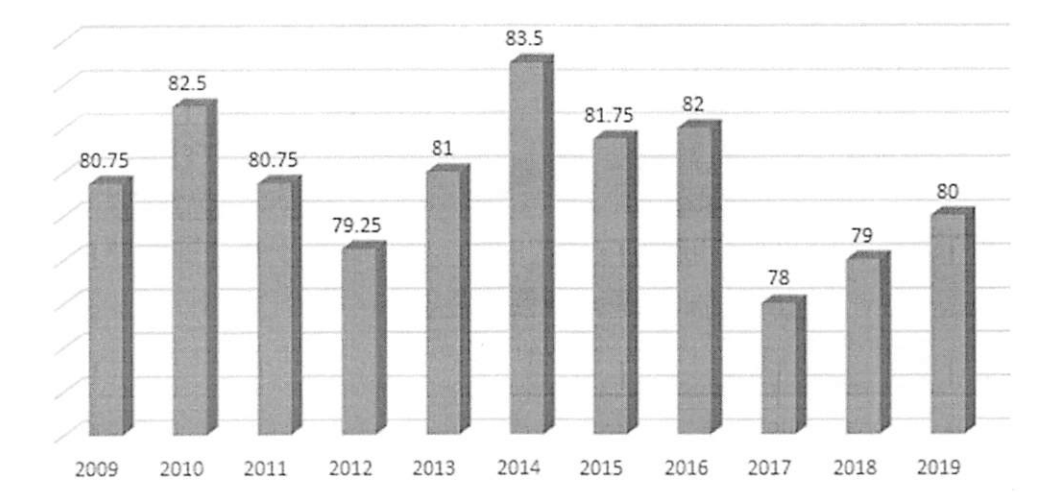
The Clerk of Toledo Municipal Court is responsible for maintaining the public record on all court cases in Toledo Municipal Court as well as collecting and distributing fines, fees, bail, and other funds associated with these cases. These responsibilities are defined under Ohio Revised Code Section 1901.31.

The Clerk's Office is divided into two divisions: the Criminal/Traffic Division and the Civil Division.



The Clerk's Office employs 80 full-time deputy clerks under Clerk of Court Vallie Bowman-English.

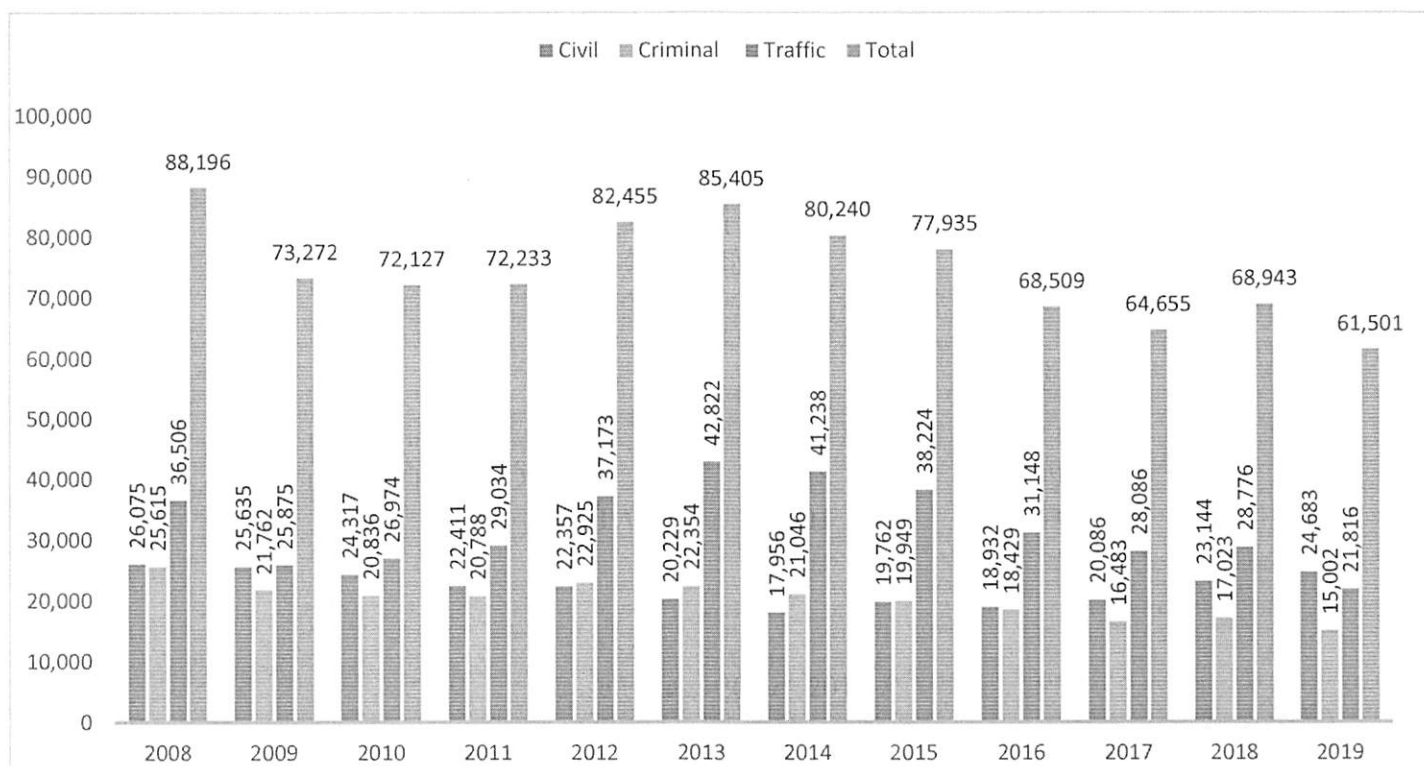
Full-Time Equivalent Staff Numbers 2009 - 2019



Clerk of Court
Case Filings

	<u>2019</u>	<u>2018</u>
Civil Division	24,683	23,144
Criminal/Traffic Division	<u>36,818</u>	<u>45,799</u>
TOTAL	61,501	68,943

Case Filings 2009 - 2019

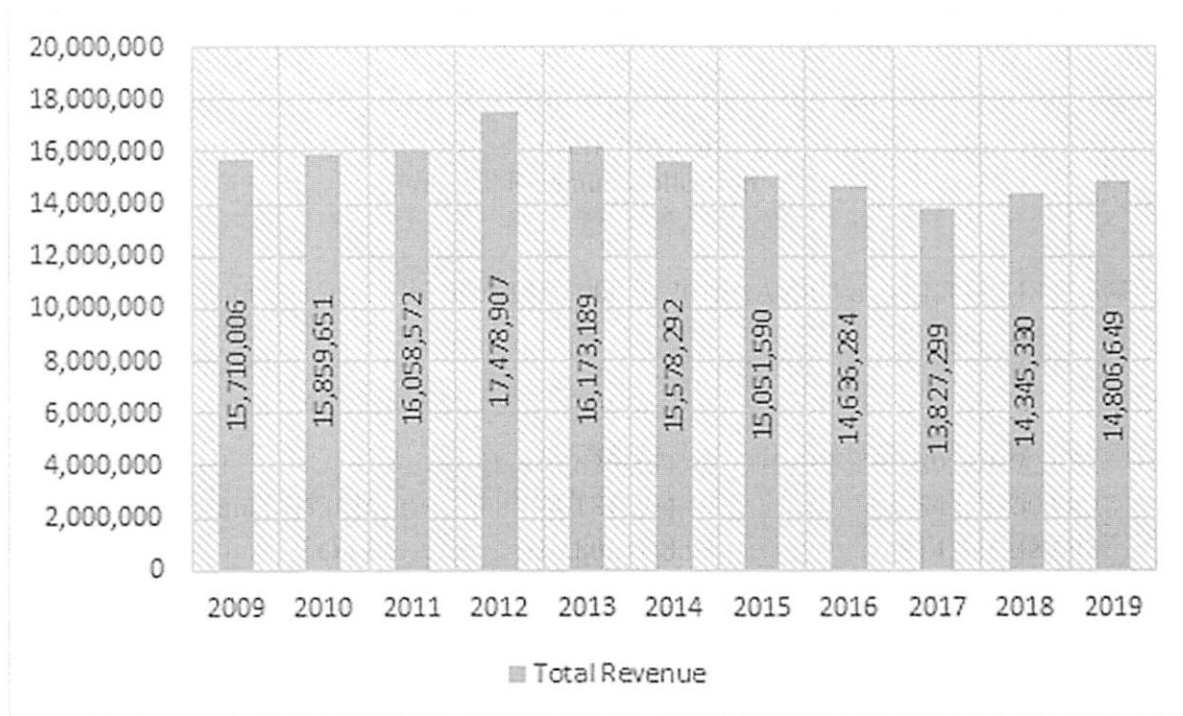


Clerk of Court Revenue Collection

Revenue collection increased by over \$450,000 in 2019. A total of \$14,806,648.93 was collected, a 3.21% increase from 2018.

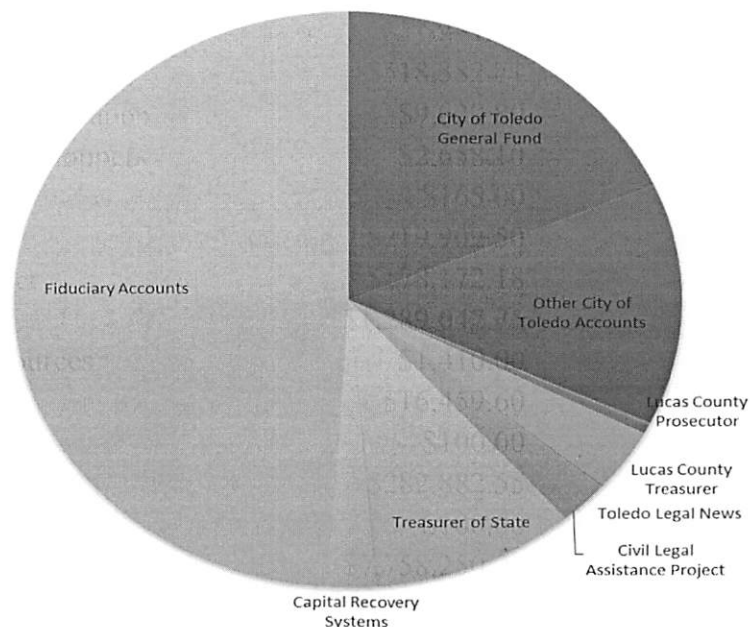
	<u>2019</u>	<u>2018</u>
Civil	\$10,625,354.44	\$9,676,725.52
Criminal/Traffic	\$4,181,294.49	\$4,668,604.40
TOTAL	\$14,806,648.93	\$14,345,329.92

Revenue Collection 2009 - 2019



Clerk of Court
Revenue Disbursed

	<u>2019</u>	<u>2018</u>
City of Toledo General Fund	\$2,483,893.71	\$2,631,585.92
Other City of Toledo Accounts	\$1,776,636.40	\$1,866,475.66
Ottawa Hills	\$7,172.00	\$13,034.70
Washington Township	\$2,558.10	\$2,028.40
University of Toledo	\$780.00	\$1,030.00
Metroparks Toledo	\$260.00	\$180.00
Lucas County Common Pleas	\$300.00	0
Lucas County Prosecutor	\$72,495.40	\$69,195.50
Lucas County Sheriff	\$251.00	\$25.00
Lucas County Treasurer	\$518,382.71	\$519,723.63
Lucas County Law Library Association	\$9,029.80	\$8,001.25
Citizens Award Fund/Crime Stoppers	\$2,658.10	\$3,031.30
Toledo Area Humane Society	\$165.00	\$250.00
Toledo Legal News	\$219,902.50	\$210,292.70
Civil Legal Assistance Project	\$178,172.18	\$165,543.49
Treasurer of State	\$1,289,047.75	\$1,389,124.51
Department of Natural Resources	\$1,410.00	\$1,464.00
State Pharmacy Board	\$16,459.60	\$17,641.30
Division of Liquor Control	\$100.00	\$100.00
Capital Recovery Systems	\$282,882.55	\$316,648.49
Expedited Record Update	\$100.00	\$720.00
Fiduciary Accounts	\$7,758,250.94	\$7,556,195.35
Refunded Overpayments	\$7,930.27	\$5,261.60
TOTAL	\$14,628,838.01	\$14,777,552.80



Clerk of Court
Civil Division

	<u>2019</u>	<u>2018</u>
Filings		
Civil General	21,330	19,932
Small Claims	3,344	3,202
Trusteeship	9	10
TOTAL	<u>24,683</u>	<u>23,144</u>
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Activities		
Certificate of Judgment	3,049	2,732
Certified Mail Issued	45,940	41,806
Disbursements - Civil	4,204	4,301
Disbursements - Trusteeship	369	480
Dismissals	10,081	10,206
Executions	120	147
Garnishments	9,392	9,661
Judgments	48,683	46,328
Motions	12,739	10,292
Ordinary Mail Issued	18,873	17,166
Proceeding in Aid	5,191	4,486
Reports	14,971	15,160
Revivors	671	552
Revocations	0	2
Satisfactions	4,280	4,066
Subpoenas	330	192
Terminations	24,058	21,705
Transcripts	107	81
Writs of Restitution	3,402	3,364
TOTAL	<u>206,460</u>	<u>192,727</u>
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Revenue Collected		
Civil Revenue	\$2,692,167.30	\$2,552,753.05
Fiduciary Accounts - Civil	\$7,892,029.15	\$7,080,444.86
Fiduciary Accounts - Trusteeship	\$41,157.99	\$43,527.61
TOTAL	<u>\$10,625,354.44</u>	<u>\$9,676,725.52</u>
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Revenue Disbursed		
City of Toledo General Fund	\$1,463,356.55	41,402,415.67
Other City of Toledo Accounts	\$339,667.57	\$323,417.85
Civil Legal Assistance Project	\$178,172.18	\$165,543.49
Treasurer of State	\$484,230.50	\$450,734.84
Toledo Legal News	\$219,902.50	\$210,292.70
Fiduciary Accounts - Civil	\$7,718,321.95	\$7,510,540.74
Fiduciary Accounts - Trusteeship	\$39,928.99	\$45,654.61
Refunded Overpayments	\$300.00	\$348.50
TOTAL	<u>\$10,443,880.24</u>	<u>\$10,108,948.40</u>

Clerk of Court
Criminal/Traffic Division

Filings	<u>2019</u> <u>Charges</u>	<u>2019</u> <u>Cases</u>	<u>2018</u> <u>Charges</u>	<u>2018</u> <u>Cases</u>
Traffic	34,347	21,816	46,844	28,776
Criminal	21,539	15,002	23,534	17,023
TOTAL	55,886	36,818	70,378	45,799

Activities	<u>2019</u>	<u>2018</u>
Cases Sealed	1,565	1,473
Motions	15,757	11,539
Payments	31,616	35,643

Revenue Collected		
Fines	\$1,077,319.60	\$1,230,310.07
Costs and Fees	\$3,091,629.62	\$3,391,866.23
Bond Forfeitures	\$4,715.00	\$41,515.00
Overpayments	\$7,630.27	\$4,913.10
Miscellaneous Revenue	\$3,663.28	0
TOTAL	\$4,184,957.77	\$4,668,604.40

Revenue Disbursed		
City of Toledo General Fund	\$1,020,457.16	\$1,229,170.25
Other City of Toledo Accounts	\$1,437,048.83	\$1,543,057.81
Ottawa Hills	\$7,172.00	\$13,034.70
Washington Township	\$2,558.10	\$2,028.40
University of Toledo	\$780.00	\$1,030.00
Metroparks Toledo	\$260.00	\$180.00
Lucas County Common Pleas	\$300.00	0
Lucas County Prosecutor	\$72,495.40	\$69,195.50
Lucas County Sheriff	\$251.00	\$25.00
Lucas County Treasurer	\$518,382.71	\$519,723.63
Lucas County Law Library Association	\$9,029.80	\$8,001.25
Citizens Award Fund/Crime Stoppers	\$2,658.10	\$3,0310.30
Toledo Area Humane Society	\$165.00	\$25.00
Treasurer of State	\$804,817.25	\$938,389.67
Department of Natural Resources	\$1,410.00	\$1,464.00
State Pharmacy Board	\$16,459.60	\$17,641.30
Division of Liquor Control	\$100.00	\$100.00
Capital Recovery Systems	\$282,882.55	\$316,648.49
Expedited Record Update	\$100.00	\$720.00
Refunded Overpayments	\$7,630.27	\$4,913.10
TOTAL	\$4,184,857.77	\$4,668,604.40

COURT SERVICES DEPARTMENT

Valerie Hobbs
Court Services Commissioner

Department Description

In April 2019, the Assignment Office officially transitioned to the new Court Services Department. While the department continues to coordinate scheduling of court events for the judges and makes random individual case assignments, the department now also provides non-probation services to the courtrooms.

The scheduling of trials, pretrials, and motions are coordinated based upon the judges' scheduling preferences and the court's seven-week judge rotation. Criminal and traffic cases are randomly assigned to a judge in the scheduling system when a defendant enters a not guilty plea. Civil cases are assigned when an answer or a motion is filed. All housing matters, both criminal and civil, are assigned to the Housing Court Judge at the time of filing.

The Court Services Department maintains the judges' court schedules, distributes monthly and weekly schedules, makes arrangements for jurors when jury trials are held, schedules visiting judges and magistrates as needed, notifies all parties of court dates, schedules probation violation hearing dates, and works closely with other court departments.

With the transition of the department came the addition of new duties and responsibilities. The department now handles electronic monitoring, interpreter scheduling, coordinating administrative releases with local jails, managing medical furlough requests and one-for-one exchanges, and acts as a liaison between the courtrooms and outside organizations. Additional services will shift to the department in 2020, including referrals for competency evaluations and processing payments for appointed counsel.

The department has two court services specialists. Ms. Sibbersen oversees the electronic monitoring program and handles additional court services duties. In 2019 an additional court services specialist, Ahjaynay West, was hired who handles interpreters and Wood County in-custody transfers.

Valerie Hobbs was hired as the court services commissioner in 2019. Ms. Hobbs oversees the daily functions of the department and manages the assignment clerks and court services specialists. It is the goal of the court to hire an assistant commissioner of court services and one additional court services specialist in 2020 which would fully staff the department.

Goals for 2020

1. The department will transition additional services including referrals for competency evaluations and processing payments for appointed counsel;
2. Continue development of the department's scheduling system to include upgrades to the criminal/traffic scheduling process and create a queue to potentially schedule and update court events (hearings, pretrials, and trials) without the need of physical files;

3. The department will provide training to staff in the areas of court security and safety, customer service, ethics for court employees, and Legal Advice vs. Legal Information that will enhance and support services provided to courtrooms and customers.

Staff Summary

The current Court Services Department staff consists of:

Court Services Commissioner Valerie Hobbs
Assignment Clerk Wanda Butts
Assignment Clerk Cheryl Smith
Assignment Clerk Alice Thomas
Assignment Clerk Amy Trevino
Temporary Assignment Clerk Katelyn Motsinger
Court Services Specialist Shasta Sibbersen
Court Services Specialist Ahjaynay West

Figures for 2019 with comparison figures for 2018 are as follows:

CASES HANDLED BY THE COURT SERVICES DEPARTMENT	2019	2018
Cases Assigned		
Criminal/Traffic Assignment	14,144	18,179
Civil Assignments (including Housing)	8,085	7,785
Cases Set for Trial		
Criminal/Traffic Trials	7,664	7,693
Civil Trials	573	571
Criminal/Traffic Trial Resets	6,143	6,185
Cases Set for Pretrial		
Pretrial - Criminal/Traffic	7,687	9,090
Pretrial Resets - Criminal/Traffic	2,332	2,617
Mandatory Jury Pretrials (MJPT) - Criminal/Traffic/Civil	68	68
Preliminary Hearing/Felony Arraignment Docket	13,365	14,392
Jury Trials Set (Criminal/Traffic/Civil)	73	80
Bureau of Motor Vehicle Hearings	4	28
Evictions	7,268	6,875
Housing		
Criminal Housing Trials	955	1,175
Civil Housing (Not a Draw) New Assignments	7,209	6,999
Rent Escrow	88	93
ALS/Innocent Owner Hearings	23	38

Civil Assignments

Pursuant to the Rules of Superintendence, judges are assigned on civil cases upon the filing of an answer or motion. There are instances in which judges are assigned to other cases, such as housing cases, reassignment, consolidation, or transfers. The following charts represent the number of civil cases assigned during 2019 and 2018 and per individual judge:

2019 CIVIL ASSIGNMENTS

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Berling	17	12	16	16	10	7	13	13	7	15	16	14	156
Connelly	8	14	12	16	10	9	11	13	16	17	17	11	154
Howe	610	658	489	490	623	477	875	657	556	649	521	604	7,209
Khoury	10	9	19	16	15	11	8	10	12	10	11	11	142
Kuhlman	8	12	11	18	12	14	8	11	12	20	10	13	149
Lanzinger	13	7	15	14	10	8	15	20	10	20	6	9	147
Wagner	9	8	7	12	14	12	11	5	12	20	7	11	128
TOTAL	675	720	569	582	694	538	941	729	625	751	588	673	8,085

2018 CIVIL ASSIGNMENTS

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Berling	8	15	9	12	9	12	12	13	12	10	9	9	130
Connelly	8	15	10	12	13	11	9	13	9	14	11	9	134
Howe	609	480	558	529	532	640	617	669	548	744	576	500	6,999
Khoury	15	14	12	7	9	10	13	14	12	11	14	9	140
Kuhlman	5	12	8	13	15	9	11	7	2	13	13	15	123
Lanzinger	11	6	11	13	9	10	10	14	11	11	13	11	130
Wagner	15	13	11	8	9	8	12	12	8	13	6	14	129
TOTAL	671	555	619	591	596	700	684	742	602	816	642	567	7,785

Civil Cases Set for Trial

Month	2019	2018
January	55	42
February	35	56
March	59	55
April	52	58
May	63	43
June	34	61
July	55	47
August	55	51
September	39	47
October	50	43
November	36	22
December	40	46
TOTAL	573	571

Civil Pretrials, Jury Trials and Jury Pretrials Set in 2019 and 2018

Civil Pretrials		Civil Juries Set		Civil Mandatory Jury Pretrials	
2019	1,088	2019	6	2019	8
2018	832	2018	10	2018	7

Evictions Set

Month	2019	2018
January	627	537
February	628	536
March	494	499
April	563	435
May	557	555
June	575	548
July	725	679
August	731	727
September	572	567
October	733	571
November	505	640
December	558	581
TOTAL	7,268	6,875

Rent Escrow Hearings

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
2019	4	6	5	11	6	8	5	5	13	8	7	7	88
2018	9	3	3	8	18	8	9	7	8	6	10	4	93

A tenant may deposit with the Clerk of Court all money due to a landlord if there is a defect with the property by filing an application in accordance with Ohio Revised Code Section 5321.07.

Bureau of Motor Vehicle Hearings (Civil) – Scheduled with Magistrates

2019: 4 cases
2018: 28 cases

Criminal and Traffic Assignments

Upon entering a plea of not guilty before a judge, the Court Services Department's computer program randomly assigns the case to a judge. Once a judge is assigned, all pretrials and trials are set within time limits set forth in Ohio Revised Code Section 2945.71 unless a defendant or his or her attorney waives time.

Judge	2019
Berling	2,319
Connelly	2,386
Howe	5
Khoury	2,364
Kuhlman	2,327
Lanzinger	2,347
Wagner	2,396
TOTAL	14,144

Judge	2018
Berling	2,809
Connelly	2,855
Howe	1,176
Khoury	2,840
Kuhlman	2,838
Lanzinger	2,841
Wagner	2,820
TOTAL	18,179

Reactivated Cases (Sealing of Record/Expungements)**2019:** 1,130 cases**2018:** 953 cases**Criminal/Traffic Trial Reset Cases – 2019 and 2018****2019**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Berling	92	50	100	106	93	100	101	91	73	85	108	97	1,096
Connelly	81	93	86	93	120	88	80	90	99	92	77	79	1,078
Howe	21	42	30	31	50	20	28	22	27	24	28	35	358
Khoury	63	72	91	101	107	95	128	61	43	59	107	71	998
Kuhlman	58	71	84	43	86	82	64	45	45	71	63	44	756
Lanzinger	103	81	55	84	88	114	84	108	63	91	60	68	999
Wagner	67	61	57	83	73	50	78	78	87	72	74	78	858
TOTAL	485	470	503	541	617	549	563	495	437	494	517	472	6,143

2018

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Berling	53	63	69	50	101	91	104	102	108	92	86	101	1,020
Connelly	91	64	81	94	103	95	92	90	79	126	75	93	1,083
Howe	17	10	24	11	12	13	8	32	26	31	28	28	240
Khoury	65	88	108	67	83	71	75	113	98	136	116	64	1,084
Kuhlman	49	60	74	56	66	83	64	57	83	72	42	46	752
Lanzinger	63	81	116	88	95	125	109	92	89	102	73	53	1,086
Wagner	64	61	87	65	96	70	91	111	68	76	67	64	920
TOTAL	402	427	559	431	556	548	543	597	551	635	487	449	6,185

2019 Jury Trials - Criminal/Traffic and Civil

Month	Criminal/ Traffic	Civil	Ordered	Used	No. of Jurors
January	3	0	0	0	0
February	8	0	1	0	39
March	12	0	1	1	36
April	7	1	0	0	0
May	1	1	0	0	0
June	5	0	0	0	0
July	5	0	1	0	0
August	1	1	1	0	25
September	13	0	2	1	67
October	4	0	2	0	68
November	0	1	0	0	0
December	4	1	1	1	28
TOTAL	63	5	9	3	263

2018 Jury Trials - Criminal/Traffic and Civil

Month	Criminal/ Traffic	Civil	Ordered	Used	No. of Jurors
January	10	1	0	0	0
February	7	0	0	0	0
March	11	0	1	1	25
April	7	2	0	0	0
May	6	1	0	0	0
June	1	3	1	1	30
July	7	0	0	0	0
August	4	1	1	1	23
September	2	0	1	1	30
October	7	1	1	1	29
November	4	1	0	0	0
December	4	0	1	0	34
TOTAL	70	10	6	5	171

2019 Criminal/Traffic Trials: 7,664

2018 Criminal/Traffic Trials: 7,693

2019 Criminal/Traffic Pretrials

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Berling													
Set	27	44	33	40	30	25	29	26	38	37	22	24	375
Reset	26	11	12	9	8	12	11	15	10	9	13	11	147
MJPT*	1	0	0	0	0	0	0	0	0	2	1	0	4
Connelly													
Set	104	112	132	141	133	97	120	141	101	101	98	104	1,384
Reset	40	58	59	46	56	66	51	52	50	49	48	26	601
MJPT*	1	1	1	0	1	1	1	0	1	1	1	1	10
Howe													
Set	68	43	42	54	50	43	47	51	53	50	31	28	560
Reset	34	29	28	17	32	27	24	30	12	23	18	21	295
MJPT*	0	0	0	1	0	0	0	0	1	0	0	0	2
Khoury													
Set	109	108	116	113	133	94	127	134	117	124	84	106	1,365
Reset	14	16	28	26	27	23	31	15	14	17	17	16	244
MJPT*	0	1	0	0	1	0	1	0	1	0	0	1	5
Kuhlman													
Set	113	123	117	113	127	101	125	141	114	106	74	112	1,366
Reset	32	29	26	21	14	23	25	23	19	21	12	9	254
MJPT*	0	1	1	0	1	2	0	0	0	1	0	1	7
Lanzinger													
Set	102	111	132	122	135	99	104	121	92	111	92	88	1,309
Reset	52	37	32	32	29	67	32	56	34	51	29	35	486
MJPT*	0	3	0	0	0	2	0	1	0	0	1	0	7
Wagner													
Set	118	115	114	122	125	113	126	105	111	105	87	89	1,320
Reset	32	17	25	26	25	45	28	37	16	18	22	16	305
MJPT*	0	1	0	0	1	3	2	1	0	0	0	0	8

*Mandatory Jury Pretrials

2018 Criminal/Traffic Pretrials

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	TOTAL
Berling													
Set	34	53	49	44	49	37	53	54	44	42	34	38	531
Reset	9	11	19	9	22	16	17	18	11	17	6	15	170
MJPT*	1	0	0	0	0	0	0	1	0	1	0	0	3
Connelly													
Set	140	106	155	188	132	123	124	161	133	141	103	123	1,629
Reset	74	29	45	47	72	55	57	53	54	68	37	52	643
MJPT*	1	1	2	1	1	1	0	2	0	0	2	2	13
Howe													
Set	33	39	34	54	39	37	41	57	33	58	44	48	517
Reset	7	10	14	5	22	18	15	24	26	33	17	19	210
MJPT*	1	0	0	0	0	0	0	0	0	1	0	0	2
Khoury													
Set	151	133	119	161	133	131	138	139	111	143	116	101	1,576
Reset	43	32	40	20	24	34	24	29	33	24	18	23	344
MJPT*	1	1	1	1	0	0	0	1	0	2	0	0	7
Kuhlman													
Set	142	124	141	154	131	164	120	153	121	136	113	111	1,610
Reset	36	28	47	32	50	51	16	29	28	46	43	28	434
MJPT*	1	1	0	0	0	0	0	0	0	0	0	0	2
Lanzinger													
Set	141	116	182	164	135	140	135	139	139	152	127	105	1,675
Reset	51	52	31	52	60	52	42	38	25	38	26	42	509
MJPT*	0	0	1	2	1	0	3	1	1	1	0	1	111
Wagner													
Set	145	115	151	149	122	129	106	132	112	154	121	112	1,552
Reset	33	30	27	34	23	16	22	27	21	34	21	19	307
MJPT*	2	0	0	1	0	0	0	0	1	0	2	0	6

*Mandatory Jury Pretrials

2019 Criminal/Traffic Pretrials

Total Pretrials Set: **7,679**
 Total Pretrials Reset: **2,332**
 Total Jury Pretrials: **68**

2018 Criminal/Traffic Pretrials

Total Pretrials Set: **9,090**
 Total Pretrials Reset: **2,617**
 Total Jury Pretrials: **61**

2019 Total of Criminal/Traffic trials, trial resets, pretrials, pretrial resets, jury trials, and jury pretrials: 23,967

2018 Total of Criminal/Traffic trials, trial resets, pretrials, pretrial resets, jury trials, and jury pretrials: 25,718

2019 Electronic Monitoring Placements

Month	Pre-Trial	Sentenced (Indigent)
January	38	19
February	27	14
March	34	14
April	61	11
May	52	18
June	33	13
July	52	22
August	61	14
September	62	14
October	59	22
November	37	15
December	42	15
TOTAL	558	191

CIVIL BAILIFF

David G. Baz Jr.
Chief Civil Bailiff

Department Description

The Civil Bailiff Department perfects service for legal civil documents. Civil bailiffs enforce civil orders, civil judgments, and execute writs as required by the Ohio Revised Code and local court rules.

The Civil Bailiff Department serves summonses, complaints, garnishments and subpoenas, and executes civil writs issued from the court. The department supervises evictions and executes civil executions and replevins according to court order.

The department's jurisdiction for housing matters encompasses the City of Toledo, the Village of Ottawa Hills, and Washington Township. The department's jurisdiction for other civil matters encompasses all of Lucas County.

Accomplishments

Increased Efficiency and Personal Safety

The judges approved a uniform and equipment policy for the Civil Bailiff Department. The purpose of this policy is to set standards of professional appearance that enhances safety and allows uniformed civil bailiffs to be identified by both law enforcement personnel and the public when performing their duties.

The Civil Bailiff Department, in conjunction with the Toledo Police Department (TPD) and Communications Dispatch, began using TPD radios while in the field. Civil bailiffs log on each morning by calling communications dispatch. Civil bailiffs radio dispatch their location before and after executing court-ordered evictions. In the event of an emergency, bailiffs have direct contact to radio dispatch.

Public Safety

The judges approved a new prescription drug policy for the Civil Bailiff Department. The purpose of the policy is to enhance the safety of civil bailiffs and the community, as well as support best practices and procedures when handling prescription and over-the-counter drugs found during court-ordered evictions. The Civil Bailiff Department provides former tenants an avenue to retrieve their medication up to 24 hours after the conclusion of an eviction. The department, in conjunction with the Toledo Police Department property room, safely and responsibly destroys unclaimed drugs after the 24 hour period. This practice has kept prescription and over-the-counter drugs off the street and provides an environmentally safer avenue for disposal. The Civil Bailiff Department removed 800 individually packaged prescription and over-the-counter drugs in 2019.

Training

The Civil Bailiff Department completed the following training in 2019 to enhance professional development and increase public and personal safety:

- Radio training with Toledo Police Communications
- Legal Advice vs. Legal Information
- Self-defense/ACA training
- Supervisor Series: Writing Policies and Procedures
- Sovereign citizen training
- Human trafficking training
- Tactical communication
- First aid, CPR & AED recertification
- Communication webinar
- Gang awareness and street drug update

Goals for 2020

- Implement the uniform policy to improve identification, safety, and uniformity while in the field;
- Hire and train a new deputy civil bailiff upon the early 2020 retirement of a staff member;
- Continue to provide training and tools to assist the department in executing its duties and functions at the highest quality, producing an excellent standard of service to the judges, staff, attorneys, and the community.

Staff Summary

The following civil bailiffs made the above-mentioned accomplishments possible:

Chief Civil Bailiff David G. Baz Jr.
Assistant Chief Civil Bailiff Kevin L. Smith
Deputy Civil Bailiff Greg R. Davis
Deputy Civil Bailiff Sherhonda R. Haynes
Deputy Civil Bailiff Reggie Keel
Deputy Civil Bailiff Ann M. Mauder
Deputy Civil Bailiff Tiffany A. Phenix
Deputy Civil Bailiff James A. Roman
Deputy Civil Bailiff Julie M. Willhauck

CIVIL BAILIFF STATISTICS FOR 2019 AND 2018

	<u>2019</u>	<u>2018</u>
Bailiff Sale	0	0
Bench Warrants - Received	1,038	685
Creditor Bill	0	0
Garnishments	315	444
*Garnishments No Service	28	41
Garnishment - Mail Service (Notifying Defendants on Bank Attachments)	18	39
Landlord Complaints One Cause	6,421	5,908
*Landlord Complaints One Cause - No Service	355	549
Landlord Complaints Second Cause	6,058	6,194
*Landlord Complaints Second Cause - No Service	112	83
Notification	3	1
Paper Writs of Execution	0	0
Proceedings in Aid - Received	1,515	1,441
*Proceedings in Aid - No Service	936	886
Replevin Summonses	43	62
Writs of Replevin	42	55
Subpoenas - Received	197	110
*Subpoenas - No Service	33	21
Summonses - Received	228	251
*Summonses - No Service	78	108
Writs of Execution	86	95
Writs of Restitution Set Out	3,292	3,092
Writs of Restitution Lock Out	52	71
Alias Writs of Restitution Set Out	819	744
Alias Writs of Restitution Lock Out	32	54
Plaintiff Notice of Action	3,344	3,163
Four Day Notice to Leave	3,344	3,163
Total Civil Documents Processed	26,847	25,572
Evictions (Set Outs and Lock Outs) Scheduled	1,976	1,966
Evictions Executed	565	528
Lock Outs Executed	42	71
Money Collected on Writs of Execution	\$21,475.42	\$27,406.63
*Not included in the total count of civil documents processed		

COURT REPORTERS

Meredith Kurucz
Administrative Assistant

Department Description

The court reporters of Toledo Municipal Court are responsible for the production of verbatim stenographic records or transcripts of digital recordings of all court proceedings in the traffic, criminal, and civil branches of the court. The court reporters also provide official transcripts of motions, arraignments, hearings, pleas, and waivers as directed.

Toledo Municipal Court employs two court reporters who cover court proceedings in small claims court in the morning and forced entry detainer (FED) court in the afternoon on a weekly rotating schedule. While one court reporter is assigned to cover the proceedings in small claims and FED court during the week, the other court reporter is available to cover jury trials, bench trials, and no-knock search warrants. This time out of the courtroom also allows the unassigned court reporter to work on transcripts.

Court transcripts are used either in further court proceedings, in civil lawsuits, or in trials which are appealed. For transcripts that are requested for cases that are appealed, court reporters must follow specific guidelines as set forth by the Ohio Rules of Appellate Procedure and the Ohio Sixth District Court of Appeals Local Rules. The court reporters prepared a total of 100 transcripts in 2019.

Exhibits submitted to the court during trials or hearings are retained until the appeal time of 40 days has elapsed. All stenographic notes, digital recordings, and exhibits not included with transcripts are retained for five years and are then destroyed pursuant to Toledo Municipal Court Rule 8.1.

2019 Department Highlights

The court adopted a new exhibit policy which became effective July 15, 2019. The new policy provides uniform guidelines and practices for Toledo Municipal Court Judges' Division and Clerk's Office staff on the proper procedures and practices associated with preserving and protecting all exhibits admitted by the court during trials and court hearings.

The exhibit policy also outlines standard procedures in notifying parties when their submitted exhibits are scheduled for destruction. Pursuant to Rule 26 of the Ohio Rules of Superintendence and Toledo Municipal Court Rule 8.1, exhibits in the custody of the court may be destroyed after five years if the court makes reasonable effort to notify the party to whom they belong. This new notification procedure allows parties, if they choose, to claim their exhibits before they are destroyed.

Toledo Municipal Court Rule 8.1, *Court Reporters, Transcripts of Proceedings, and Exhibits* was updated to include procedures associated with the new exhibit policy, including the collection and storage of exhibits.

This year, the Court Reporter Department worked closely with Information Technology Officer Terry Koluch, to improve the audio quality of Justice AV Solutions (JAVS), the recording system in each courtroom. Clear audio quality is imperative for the court reporters to create accurate transcripts. Courtrooms

with poor sound quality were identified and additional microphones were activated. This modification reconciled the majority of audio issues.

Both court reporters became members of the Ohio Court Reporters Association. This organization offers educational opportunities, professional development and resources, and promotes technological advancement in the field of court reporting.

Goals for 2020

1. To continue refining policies, procedures, and practices in the Court Reporter Department; and
2. To provide ongoing training, development, and educational opportunities for the court reporters.

Staff Summary

The Court Reporter Department consists of:

Administrative Assistant Meredith Kurucz
Court Reporter Lori Hauenstein
Court Reporter April Vickers

LAW CLERK/BAILIFF

Brittany Sharp-Goldsmith
Chief Law Clerk

Department Description

The Law Clerk Department is comprised of seven full-time law clerks and one part-time research law clerk. Each law clerk is assigned to an individual judge of the Toledo Municipal Court and the part-time research law clerk is responsible for housing legal research, working solely with the Housing Court Judge. The law clerks work closely with their respective judge to complete all tasks and duties assigned.

One law clerk is appointed by the judges to serve as the chief law clerk for a one-year term. On July 23, 2019 Brittany Sharp-Goldsmith was appointed by the judges to serve as chief law clerk. Her term will expire July 23, 2020.

Services Provided

Although specific duties for this position vary by judge, in general, all law clerks have common courtroom responsibilities. Law clerks organize and coordinate the daily dockets for their judge, with the focus directed at providing good service to the public and the agencies involved in courtroom proceedings. Examples of specific duties performed by a law clerk include: calling cases, posting entries, communicating with prosecutors, public defenders, private attorneys, witnesses, jurors, various intra-court departments, and the general public, as well as working with deputy sheriffs for in-custody defendants.

A critical responsibility for law clerks is the completion of a monthly report for the cases assigned to their judge as mandated in the Ohio Supreme Court Rules of Superintendence. This report categorizes or classifies cases by type, i.e. traffic, OVI, criminal, and civil, as well as the disposition of each case (i.e. no contest plea, dismissal, unavailability of defendant, etc.). The Ohio Supreme Court individual judge monthly report does not include cases that are terminated prior to being assigned to a judge; however, the law clerk to the presiding judge generates a report of the unassigned cases according to their categories and dispositions. Additionally, the monthly report makes a notation for any case designated as being over age.

Additionally, two law clerks continue to help their judges with specialized dockets. Judge Connelly's law clerk provides immense support with the Veteran's Treatment Court docket. The Veteran's Treatment Court has steadily grown since its inception in 2015. Judge Kuhlman's law clerk continues to assist with the monthly Reentry Docket. This program assists ex-offenders assimilating back into daily life by addressing any outstanding legal issues with Toledo Municipal Court.

2019 Retrospective

The law clerks continued to utilize weekly reports from NORIS, which provides specific activity of pending cases to monitor their assigned judge's caseload by age and status. This quality control process has enabled the law clerks to further improve their management of their respective judge's caseload as well as manage offenders ordered to the Lucas County Electronic Monitoring Program.

The law clerks have worked diligently to help clarify electronic monitoring practices and procedures with the county electronic monitoring program and continue to work together to streamline traffic check-in and license procedures with the magistrates and the Public Defender's Office.

Goals for 2020

The law clerks will continue to take a lead role in overseeing the management of their respective judge's assigned cases. The law clerks' goal for this arena remains the same as in prior years: to process cases in a timely fashion and eliminate over-age cases. This goal applies to all assigned and unassigned cases. The law clerks will continue to strive to maintain a professional and courteous rapport with the public.

Regular monthly meetings of the law clerks and court administrator are held for the purpose of addressing courtroom issues, information sharing, and brainstorming. These meetings have proven to be productive as many times new ideas for efficiency and quality of service are developed.

The Law Clerk Department is currently without a research clerk. The law clerks presently rotate coverage in courtroom 4 in the afternoon to cover traffic court during their courtroom 3 rotation and are pulled to cover mandatory dockets where there is a vacancy.

Staff Summary

In November 2019 Law Clerk Zoe Kuzdzal took a leave of absence. During her leave, Part-Time Housing Research Clerk Tessa Lee covered courtroom 8 responsibilities.

Below is a list of the law clerks and their judicial assignment:

Presiding Judge Timothy C. Kuhlman	Taneka Dick
Judge Amy J. Berling	Barbara Hinz
Judge William M. Connelly, Jr.	Leslie Barker
Judge Joseph J. Howe	Zoe Kuzdzal/Tessa Lee
Judge Nicole I. Khoury	Morgan Coulter
Judge Joshua W. Lanzinger	Brittany Sharp-Goldsmith, Chief Law Clerk
Judge Michelle A. Wagner	Jennifer Kerman
Research Law Clerk	Vacant
Part-Time Housing Research Clerk	Tessa Lee

CITIZENS DISPUTE SETTLEMENT PROGRAM

James S. Petas
Senior Mediator

Department Description

The Citizens Dispute Settlement Program (CDSP) of the Toledo Municipal Court provides the people of Toledo an alternative means of resolving disputes. By using mediation, counseling techniques, and conciliation, citizens are empowered to settle disputes that would otherwise be included in the traditional court system.

Mediation is an effective means for resolving disputes. With the help of a neutral third party, participants often reach mutually accepted agreements. In mediation, avenues of communication are opened which permit the participants to more clearly understand themselves, each other, and the situation. Since the participants themselves craft these agreements, there is a greater likelihood that the agreement will be successfully implemented. The mediation process is especially helpful when the participants have an ongoing relationship with family members, friends, neighbors, or business associates.

Services Provided

The staff members of CDSP conduct mediations. Students from The University of Toledo Law School's alternative dispute resolution class also conduct small claims mediations.

Cases are referred involving misdemeanor behavior such as menacing, criminal damaging, disturbing the peace and theft. These cases can be referred at any point, including before any charges are filed, at a pre-trial conference or even at trial.

Civil cases are referred to mediation by the assigned judge or may be requested by the parties themselves or their attorneys.

Rent escrow cases are also screened first for mediation. If the dispute is resolved through mediation, the escrowed rent is released. If the case is not resolved or if the mediation agreement is not successfully implemented, the case is continued to the Housing Court magistrate's docket.

Forced entry detainer (FED) cases are referred the day of hearing. If the dispute is resolved through mediation the tenant and landlord will either mutually agree on a date to vacate with or without case dismissal or will work out a payment arrangement to stay in the unit. If the case is not resolved, a same day hearing will take place.

"Same day" mediation for small claims cases was initiated in October 1994. As individuals appear for their scheduled small claims hearing, they are presented the option of mediating their dispute that same day. If both parties agree, "same day" mediation is conducted rather than the parties appearing before the magistrate. If a resolution is not reached through mediation, the magistrate hears the case that day as scheduled.

The check resolution service was instituted in October 1993. Individuals or businesses wishing to file a criminal charge for bad checks are referred to the check resolution service before charges are filed. A \$15.00 service fee per each endorser (check-writer) is paid by the complainant. The endorser is notified of the

complaint and a mediation date is scheduled between the endorser and complainant. At the mediation the endorser has the opportunity to reimburse the complainant the amount of the check plus the \$15.00 service fee. If the check resolution service is not successful in resolving the matter, the Toledo Police records bureau is notified and a report is generated. Then the complainant is referred to the City of Toledo Prosecutor's Office for criminal charge review. Check resolution service has a sub-component, a collection mediation program that assists businesses in collecting bad debt that is not in check form. The procedure follows the same method used in the check resolution service and requires a \$15.00 service fee.

Accomplishments

In 2019, the Citizens Dispute Settlement Program remained committed to providing the Toledo Municipal Court and the community with excellence in mediation. This goal was reached through the court's and CDSP's commitment to improvement and quality. In 2019, Senior Mediator James Petas remained on the Supreme Court of Ohio's Commission on Dispute Resolution and board position on the Ohio Mediation Association. Additionally, CDSP accomplished the following:

- Susan Monro attended the human trafficking training through the City of Toledo.
- James Petas attended the Bridges out of Poverty training through the City of Toledo and attended the Ohio Mediation Association's annual conference on advanced meditation practices.
- James Petas also attended professional development and communication development roundtables for court managers held by the Toledo Municipal Court.
- CDSP's single mediator position was transitioned into two part-time job share mediator positions.
- To support changes to Superintendence Rule 16, CDSP worked with the Court Administrator's Office to review and update local rule 37. Those updates include a general restructuring of the rule to ensure uniformity and clarity along with updating the mediator's and court's responsibilities.

CDSP and The University of Toledo College of Law continue to work together through the civil mediation internship program. CDSP also conducts training for graduating Toledo Police Officers and county emergency operators to educate them on the dynamics of mediation and how to access the service.

In the past year, of the post mediation evaluations collected, 98% were satisfied with the mediation process and would recommend it to others. Participant comments included, "The mediator was very professional. He listened and came to a middle ground that we could not do ourselves. I would recommend this to everyone," and "The mediation process made everything less stressful."

Goals for 2020

1. CDSP is looking to review and update current procedures. This includes updating certain assessment tools used for accepting cases and reviewing model standards and core values in mediation with staff to reinforce best practices.
2. CDSP will be creating a new policy on continuing education training to ensure staff is best equipped to handle daily challenges and engaging in best practices when conducting mediations.

3. CDSP staff will also be attending continuing education seminars in 2020 to provide the latest in training practices to assist in mediation, department management, and office duties.

Staff Summary

The Citizen Dispute Staff consists of Senior Mediator James Petas, Court Mediator Susan Monro, and Intake Secretary Susan Padilla.

Statistics for 2019, with statistics from 2018 for comparison, are provided below.

	2019	2018
<u>Types of Cases</u>	Success Rates	
Civil cases:	80%	75%
Adjudicated:	65%	80%
Pre-Adjudicated:	75%	85%
Housing – Rent Escrow:	79%	73%
Housing – FED:	82%	74%
Small Claims:	80%	63%
<u>Dispute Resolution – Case Types Referred</u>		
Assault	59	64
Menacing	36	35
Criminal Damage	67	84
Theft	84	78
Harassment	4	6
Neighborhood Dispute	20	24
Telephone Harassment	5	6
Criminal Trespassing	2	6
Landlord/Tenant	33	36
Stalking	1	2
Other	79	112
<u>Civil Mediations</u>		
Total Cases Referred	351	353
Mediation: Agreement	183	196
No Agreement	44	65
CDSP Involvement/No Mediation	67	69
Pending	57	23
Mediation Agreement %	80%	75%
<u>Pending Adjudication Mediations</u>		
Total Cases Referred	100	132
Mediation: Agreement	37	61
No Agreement	20	15
FTA to Notice	7	24
CDSP Involvement/No Mediation	19	21
Pending	17	11
Mediation Agreement %	65%	80%

	<u>2019</u>	<u>2018</u>
<u>Pre-Adjudicated Mediations</u>		
Total Cases Referred	290	321
Mediation: Agreement	53	73
No Agreement	17	12
FTA to Notice	113	136
CDSP Involvement/No Mediation	65	70
Make File Only	34	27
Pending	8	3
Mediation Agreement %	75%	85%
<u>Housing Mediations – Rent Escrow</u>		
Total Cases Referred	123	120
Mediation: Agreement	47	44
No Agreement	12	16
FTA to Notice	14	16
CDSP Involvement/No Mediation	33	37
Pending	14	4
Mediation Agreement %	79%	73%
<u>Housing Mediations – FED</u>		
Total Referred	213	204
Mediation: Agreement	173	151
No Agreement	38	53
Mediation Agreement %	82%	74%
<u>Small Claims/Same Day Mediations</u>		
Total Cases Referred	123	130
Mediation: Agreement	85	82
No Agreement	38	48
Mediation Agreement %	69%	63%
<u>Check Resolution Mediations (CRS)</u>		
Total Referrals	279	402
Funds Generated	\$4,185.00	\$6,030.00
Collection Mediations	0	0
Total number of cases referred		
(Minus CRS)	1,200	1,260

PROBATION

Kevin Alore
Chief Probation Officer

Department Description

The Toledo Municipal Court Probation Department operates under the authority of the Toledo Municipal Court Judges. The primary role of the Probation Department is to support the court in managing offenders. Probation officers investigate, supervise, and monitor adult offenders and provide information and recommendations to the judges.

In addition to serving the court, the Probation Department also serves offenders and the community. Public safety is promoted by reducing risk and changing offender behavior. Local partnerships with government agencies, social services, and community groups further support this endeavor.

The Probation Department provides a wide range of services throughout the court process. These services include pre-sentence investigations, alternative sentencing, and both standard and specialized post-sentence programs. Through these programs, the Probation Department assists victims and holds offenders accountable.

The overall management of the department is under the direction of Chief Probation Officer Kevin Alore. The daily operations are managed by Assistant Chief Probation Officer Jennifer Friddell, who was promoted to the position of assistant chief in July of 2019.

The quality assurance manager position within the Probation Department is currently vacant. However, unit supervisors were still able to complete 393 case file audits and 77 direct observation audits on open probation cases throughout the year. Additionally, 218 closed file audits were conducted that provided assurance that the Probation Department's filing system adheres to established standards.

The Probation Department is currently structured into five units: management team, PSI unit, supervision unit, special services/intake unit, and clerical unit. Within each unit, staff members serve as a back-up to each other in order to provide for the ongoing operation of all programs. The supervisor also serves as a back-up to the positions within their unit if coverage is not adequate.

Unit Supervisor Laura Berling supervises the PSI and the clerical units. The supervision units are supervised by Unit Supervisor Mark Klapper and Unit Supervisor Maria Tomlin. The special services/intake unit is supervised by Unit Supervisor Shannon Rayford, who was hired in September 2019 to the position of probation unit supervisor.

Unit Supervisor Laura Berling supervises three professional staff in the PSI unit. This unit is responsible for pre-sentence investigations and motion to seal cases. There are three investigating probation officers: Sean O'Connor, Andrew Oberdier, and Eddie Norrils. These investigators are responsible for completing all pre-sentence investigation (PSI) reports and record check referrals for the department. This unit is also responsible for completing investigations on motion to seal requests filed in the court. In addition, the unit conducts investigations to assist the court in determining restitution amounts.

Ms. Berling also supervises the clerical unit which provides secretarial and support services for the Probation Department. These services include greeting the public, collecting restitution payments, filing and delivering probation files to courtrooms, and processing incoming cases. The unit consists of Mary Baker, Idell Daniels, Robin Majewski, and, Jennifer Caris. There are currently two positions open within the clerical unit.

Probation supervision is a court-ordered sanction that is placed on a person convicted of a crime. This type of supervision is an alternative to jail and allows the offender to remain in the community under the supervision of a probation officer. Supervising probation officers complete risk assessments, case plans, make social service referrals, monitor drug screens, conduct record checks, and enforce the orders of the court. Significant violations are reported to the assigned judge for further disposition. Probation officers also use a Graduated Sanction Policy to enforce conditions of the court that may not warrant immediate notification to the judge.

The supervision unit is comprised of probation officers who supervise high-risk, moderate-risk or low-risk offenders. Unit Supervisor Mark Klapper manages seven probation officers who supervise high-risk offenders. These probation officers are Megan Stevens, Markus Whitehead, Melissa Stasa, Allie Popovich, Rachel Borders, Kim Beale, and Chris Giwa. The average high-risk caseload is 100 offenders per probation officer. Maria Ford manages eight probation officers who supervise moderate and low-risk offenders. These probation officers are Lewis Simpson, Chavon Price, Daniel Ford, Megan Stevens, La'Tarsha Cook, Eris Harris-Hill, Melissa Fischer, and Christy Adams. The average moderate and low-risk supervision caseload is 132 offenders per probation officer. Christy Adams, Melissa Fischer, and Eris Harris-Hill joined the Probation Department in June 2019. At the end of 2019, there is one vacancy within the high-risk supervision unit.

The supervision of kiosk offenders is also part of the moderate-risk unit. Gary Colton is the community sanction (CS) officer. This position is funded by the Community Corrections Act (CCA) Grant from the Ohio Department of Rehabilitation and Correction. Mr. Colton monitors the kiosk reporting project, which is an evidence-based kiosk reporting program available to low-risk offenders who meet certain criteria.

The intensive supervision program (ISP) is currently managed by Probation Officers Melissa Stasa and Rachel Borders. ISP is a jail diversion program for high-risk offenders. These positions and related programming are also funded, in part, by the Community Corrections Act (CCA) Grant from the Ohio Department of Rehabilitation and Correction. Supervision for offenders in ISP is short in length, averaging approximately six months, and intensive. Offenders must follow strict conditions such as drug testing, treatment, and reporting as often as two times per week. After completing ISP, offenders are transferred to an active probation caseload for the remainder of their sentence. This grant also provides \$123,750.00 for drug and alcohol treatment services for standard probation offenders who cannot pay for treatment. The grant also funds the Kiosk Reporting Project that is available for low-risk offenders. Eligible offenders can report to their probation officer at one of five kiosk stations available within Lucas County. Additionally, the grant provides funding for offenders sentenced by the court to electronic monitoring.

The Probation Department also received funds from the Justice Reinvestment Incentive Grant (JRIG) through the Ohio Department of Rehabilitation and Corrections in the amount of \$870,370.00 for a two-year period in 2019. JRIG provided funding for substance abuse, domestic violence, and employment services to high-risk offenders as well as residential treatment services for 60 days through the court's RAD (Regional Addiction Diversion) Program. The RAD program allows offenders from Toledo Municipal Court, Maumee Municipal Court, Oregon Municipal Court, and Sylvania Municipal Court to receive intensive residential substance abuse treatment at the Correctional Treatment Facility.

Unit Supervisor Shannon Rayford supervises court services specialists in the special services/intake unit. Specialized caseloads include the license intervention program, alternatives, and the community service probation program (CSPP). This unit consists of one license intervention specialist and six court services specialists. Court services specialists provide a variety of services within the Probation Department including completing intake services and staffing specialized programs within the department such as community service and the alternatives program. The court services specialists within this unit are Debra Neal, RoShona Perkins, Ashley Boles, Tycie Jackson, Darryl Myles, and Tiffaney Wasserman. Tycie Jackson joined the Probation Department in February 2019 and Tiffaney Wasserman was promoted to court services specialist in December of 2019 and will begin her duties in January of 2020.

Lisa Kuebler is the Probation Department's license intervention specialist. Ms. Kuebler educates drivers about their license status as well as coordinates limited driving privileges, reinstatement fee payment plans, and vehicle immobilizations.

The alternatives program assists eligible first-time offenders avoid formal conviction. Offenders are held accountable for their actions through a series of individual, classroom, or e-course sessions. Each session discusses making good choices and staying out of trouble. Participants who do not incur any additional charges and complete the program are granted a one-time case dismissal and sealing of their record. The alternatives program is staffed by two court services specialists, RoShona Perkins, and Debra Neal, who handle all referrals and teaching forums for the program.

Darryl Myles and Tiffaney Wasserman are the court services specialists who specialize in monitoring the community service program. Ms. Wasserman replaced Adriana McCord, who left her position to assume the position of probation fellow within the Probation Department in 2019. Community service is an alternative sentencing option that allows offenders to complete public service work instead of paying fines or serving time in jail. This sanction helps the community and holds offenders accountable for their criminal behavior.

Four court services specialists conduct all initial ORAS assessments to determine offender risk and needs. The court services specialists also process all cases that have a term of active or inactive probation. Additionally, the four court services specialists also manage those individuals who have been placed on inactive probation. Individuals on inactive probation are not required to report to probation. Inactive cases are monitored to ensure the court is notified if new offenses are committed. Court services specialists who provide these intake services are Debra Neal, Ashley Boles, RoShona Perkins, and Tycie Jackson.

Accomplishments

In 2019, the Probation Department collaborated with Toledo Municipal Court's Court Administrator's Office to develop the probation fellowship program. The fellowship program is designed to cultivate future probation officers while supporting the development of graduating or recently graduated local college students. The program provides participants with extensive training in the use of evidence-based practices as well as hands-on experience working with a caseload of moderate-risk offenders. Adriana McCord and Kalie Acker were chosen as the initial participants in the program and began their fellowship in October 2019. Ms. McCord and Ms. Acker are supervised by Unit Supervisor Maria Tomlin and will carry a maximum caseload of 75 moderate-risk offenders.

In addition to the two fellows, the Probation Department added an additional three officers to the department as part of a concerted effort by the court to reduce the caseload sizes of supervising officers. This

reduction in caseload size allows officers to spend additional time addressing the needs of their offenders through the use of evidence-based practices to reduce recidivism. As a result of these additions, existing space within the courthouse was remodeled into five new office spaces. This space houses four supervision officers as well as a unit supervisor.

The Probation Department also participated in activities as part of the Safety and Justice Challenge: Strategy #5. The regional collaboration included regular meetings with chief probation officers from municipal and common pleas courts in Lucas County.

Supervision fee expenditures included confidential shredding services; kiosk maintenance, office furniture for the new office space, case management software maintenance fees, and office supplies.

Staff Summary

As of December 31, 2019, there are 36 staff positions in the Probation Department: One chief probation officer, one assistant chief probation officer, four unit supervisors, 18 probation officers, five court services specialists, one license intervention specialist, two probation fellows, and four probation secretaries. The Probation Department currently has four unfilled positions: one quality assurance manager position, one probation officer position, and two secretarial positions.

2020 Goals

1. Enhance procedures to assist victims of trafficking that identify specific needs and provide timely referrals to services within the Probation Department and the community;
2. Establish procedures for victim notification of probation-related court proceedings that provide victims the right to be present and heard at public/post-conviction hearings;
3. Identify procedures and services that provide education and increased understanding to victims of the restitution process as well as other available options for collection; and
4. Increase the use by probation officers of evidence-based interventions that assist and support offender behavior change.

**PROBATION DEPARTMENT
YEAR-END STATISTICAL REPORT**

	# OF CLIENTS 2019	# OF CASES 2019	# OF CLIENTS 2018	# OF CASES 2018
Referrals to Probation				
Traffic	2,371	5,221	3,953	7,319
Criminal	3,312	6,033	3,838	6,746
Total Referrals to Probation	5,683	11,254	7,791	14,065
Offenders on Probation				
Active Probation	1,869	2,200	2,442	2,907
Inactive Probation	1,157	1,251	1,644	1,771
Referral Monitor	58	61	75	82
Total Defendants Placed on Probation	3,084	3,512	4,161	4,760
Total Probation Violations Requested	1,760*	2,981*	1,851*	3,126*
Defendants Released or Terminated from Probation	2,932	**	3,055	**
Presentence Referrals Requested	489	497	579	592
Motions to Seal	474	1405	443	959
EMU Referrals	177	198	192	212
DIP Referrals	821	828	1,088	1,097

*Includes probation violation waivers requested by officers

**Current data available only per client; unavailable by case

	# OF CLIENTS 2019	# OF CASES 2019	# OF CLIENTS 2018	# OF CASES 2018
CSPP Program				
Total CSPP Referrals	1,324	2,191	1,809	3,138
Insurance Fees Collected on CSPP Cases	\$3,913		\$3,985	
Total CSPP Hours Ordered	32,622		85,667	
Total CSPP Hours Completed	7,514		28,041	
LIS Program				
Vehicle Release	41	42	45	45
LIS (RED Referrals)	766	824	1,135	1,231
Immobilizations	116	119	109	112
Driving Privileges	407	572	340	429
General LIS Inquiries (Walk In Clients)	607		554	
Total LIS Program	1,937	1,557	2,183	1,817
Alternatives Program				
Total Program Referrals	371	373	409	412
Successful (Sealed)	222	222	211	211
Unsuccessful	124	124	81	82
Regional Court Referrals				
Bowling Green	0		0	
Sylvania	0		0	
Maumee	0		0	
Oregon	0		0	
Perrysburg	19		11	
Berea	0		0	
Portage	0		0	
Other	0		0	
Total Regional Court Referrals	19		11	
Financial Information				
Restitution Collected	\$96,011.71		\$88,903.13	
Surcharge Collected	\$6,951.35		\$9,727.24	
Total Collected	\$102,963.06		\$98,630.37	

HOUSING AND ENVIRONMENTAL COURT

Judge Joseph J. Howe
Housing and Environmental Court Judge

Department Description

The Toledo Municipal Housing and Environmental Court was created to remedy abandoned, vandalized and dilapidated structures in the City of Toledo, Washington Township, and Ottawa Hills. In January of 1987, the Ohio Supreme Court approved consolidating all housing matters into one court covered on the docket of one judge in the Toledo Municipal Court. The principal objective of the court is to achieve compliance with the Toledo Housing Code.

The Housing Court has both criminal and civil dockets. The criminal docket of Housing Court hears cases involving alleged violations of the Toledo Municipal Code Chapters 11, 13, 15 and 17 (Planning and Zoning, Building, Fire Prevention, and Health Codes). Defendants appear before the court after charges have been brought by the City of Toledo Health, Neighborhoods, and Inspection Departments seeking to enforce zoning, building, health, safety, and nuisance abatement codes. In addition, cases involving house stripping, fire prevention, dumping, littering, smoking violations, fishing violations, watercraft violations, and manufactured homes pursuant to new legislation codes (O.R.C. 1923.02) are assigned to the Environmental Court docket. The weekly docket may be viewed on the Housing Court's website at toledohousingcourt.org.

The civil docket includes matters involving landlord-tenant disputes known as forced entry detainers (FEDs), rent escrows under Chapters 1923 and 5321 of the Ohio Revised Code, any civil actions filed by the City of Toledo for a temporary restraining order to abate a nuisance, receivership appointments to abate a nuisance, and motions for stays of eviction or temporary restraining orders.

The Housing Court magistrate selectively refers rent escrow cases with allegations of unfit conditions to the housing specialists for inspection and report. If the tenant vacates during this process, the property owner may be ordered not to re-rent the unit until these conditions are corrected. Generally, Chapter 17 of the Toledo Municipal Code (the Health Code) is used as the basis for inspection. In referred cases, a housing specialist assists the property owner in establishing timeframes for correction of violations. The housing specialist performs re-inspections and reports to the court when code compliance has been reached.

History of the Court

The Toledo Municipal Housing and Environmental Court celebrated its 32nd anniversary in 2019. Judge Judith Ann Lanzinger was appointed on April 1, 1987 to serve as interim Housing Judge. In 1988 Judge J. Ronald Bowman was installed as the court's first elected Housing Court Judge. Judge Roger R. Weiher was then appointed on July 7, 1989 to fill the vacancy created by the appointment of Judge Bowman to the Lucas County Court of Common Pleas.

On January 6, 2000, Judge C. Allen McConnell was sworn-in as the Housing and Environmental Court Judge to fill the vacancy created by the retirement of Judge Roger R. Weiher. Judge McConnell retired on December 31, 2017 after serving three terms.

Judge Joseph J. Howe was elected in 2017 and sworn-in to serve as the 5th Housing and Environmental Court Judge beginning January 2018. Judge Howe has a staff including a magistrate, senior housing specialist, two housing specialists, a law clerk and a part-time research intern.

Year in Review-Overview

In 2019, there were 1,122 criminal nuisance, wildlife and environmental cases filed in Housing Court, a decrease of 81 cases that were filed in the previous year. Bench warrants are issued for those that fail to appear for court. Many defendants are absentee landlords and/or out-of-state owners. In some bench warrant cases where the defendant resides within the City of Toledo or Lucas County, the court's Warrant Enforcement Unit makes every effort to serve the warrant and arrest the individual. The defendant is then immediately brought to Toledo Municipal Court for appearance.

The principal objective of the Housing and Environment Court is to achieve compliance with the Toledo Housing Code. If the condition can be corrected quickly, sentencing may be reserved and the case may be continued to allow the defendant time to correct the violations and comply with the code.

The Community Control Program gives Housing Court defendants the opportunity to correct housing violations in cooperation with Housing Court personnel. Alternative sentencing programs work through mutual cooperation. However, participants must be mindful that the court can impose the original sentence if the participant fails to meet his or her obligations as directed.

The policy of the Housing Court Judge is to impose fines and costs in all cases in which full compliance has been achieved, even if there is full compliance at first appearance for arraignment. This policy was put in place to enable the city to recover costs expended to bring the case to court due to the defendant's failure to comply within the regulation time. Larger fines and costs are imposed if the case is delayed by the defendant. Incarceration or electronic monitoring may be imposed if the defendant is stalling or abusing the process. If convicted of illegal dumping or house stripping, jail time is mandatory.

In 2019, 7,268 eviction cases and 88 rent escrow cases were scheduled for hearings. There were 6,875 eviction cases and 93 rent escrow cases scheduled for hearings in 2018. A Housing Court magistrate hears all first causes of action in FED cases, as well as rent escrow cases wherein tenants deposit rent into an escrow account with the court because of a dispute with the landlord. The magistrate's orders are submitted to the Housing Court Judge for approval. Any objections to the orders of the magistrate are referred to the Housing Court Judge for decision or hearing. The majority of the second causes of action (money damages) are heard by the Housing Court Judge.

2019 Accomplishments and Goals for 2020

In 2019, Judge Howe attended numerous Block Watch meetings throughout the city to address neighborhood concerns and explain the process of reporting violations and the adjudication of nuisance cases filed in our court. Judge Howe also spoke at the Toledo Bar Association Real Estate Committee Meeting in September.

The Housing Court continued to be an active partner of the Code Enforcement Response Team, comprised of multiple governmental agencies all dedicated to identifying and eliminating chronic nuisances in our neighborhoods.

As a Project 2020 partner of the Lucas County Land Bank, the Housing Court attended their quarterly summit meetings for status updates of their citywide demolition plan. The court also continued to refer litigants to the Land Bank for assistance.

In 2020, Judge Joseph J. Howe and his staff will continue to seek new community partnerships to secure resources for owner occupants that are brought before the court and strengthen existing relationships. The housing specialists will continue to offer their decades of housing expertise to assist litigants in gaining compliance with city code.

Mission Statement

The mission of the Toledo Municipal Housing and Environmental Court is to provide a fair and efficient forum for litigants involved in housing matters. The Housing and Environmental Court seeks to educate the community about housing issues and link homeowners with appropriate agencies in order to promote neighborhood health and safety in the City of Toledo.

Vision Statement

- Lead the way in developing innovative and effective solutions for Housing Court litigants
- Link homeowners, tenants and landlords to community resources to maintain safe homes for our citizens
- Foster partnerships with community organizations and governmental entities for continued improvement of available housing

Staff Summary

The 2019 Housing Court staff consists of Judge Joseph J. Howe, Magistrate Alan J. Michalak, Standby Magistrates Christopher Hohenberger, Rebecca K. Ligibel, and James E. Morgan, Senior Housing Specialist Barbara Falls, Housing Specialist Larry A. Cardwell, Housing Specialist Robert Krompak, Deputy Lorraine Walker, Law Clerk Zoe Kuzdzal, Part-Time Research Intern and Substitute Law Clerk Tessa Lee.