

2022 Business Plan Presentation

RECORDER'S COURT CLERK

Jeff West



Gwinnett

Mission Statement



The mission of Gwinnett County Recorder's Court is to handle every case with care, security, and fairness while providing the Public the highest quality of service possible in a timely, efficient, and courteous manner.

Recorder's Court



Recorder's Court is a high-volume court established in 1972 to create a system that would effectively and efficiently process the growing number of traffic cases in Gwinnett County.

Key Functions

- Record all proceedings of the Recorder's Court
- Collect all costs, fines, and forfeitures; and remit these funds by the 15th day of the following month to the Gwinnett County Director of Finance or their designee
- Submit dispositions to Georgia Crime Information Center
- Submit dispositions and failure to appear notices to Department of Driver Services
- Retain records according to Georgia Secretary of State
- Submit DUI Publications

Staffing

1 Clerk

16 Full-time deputy clerks

5 Part-time clerks

2020 Payment



- \$5,685,345 total fines and fees sent to the County finance department
- 38% of those cited pay their fines through our online vendor without ever stepping into the courthouse
- 21,605 citations were paid through web portal, phone, and IVR

Operational Decisions



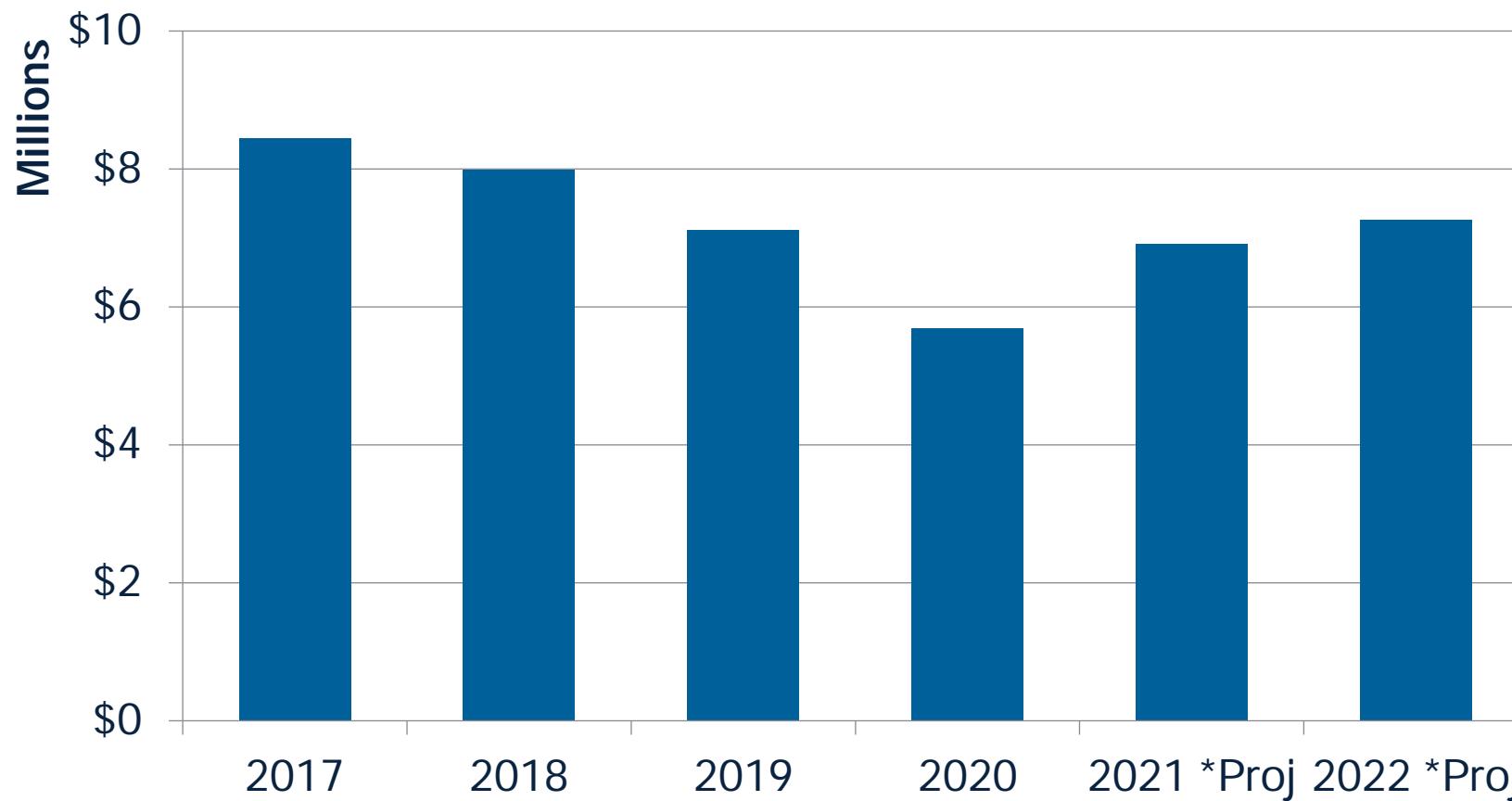
- COVID-19 Response
- eCitations
- Online Traffic Court
- More Payment Options
- Bench Warrant Project

Internal Strategic Decisions

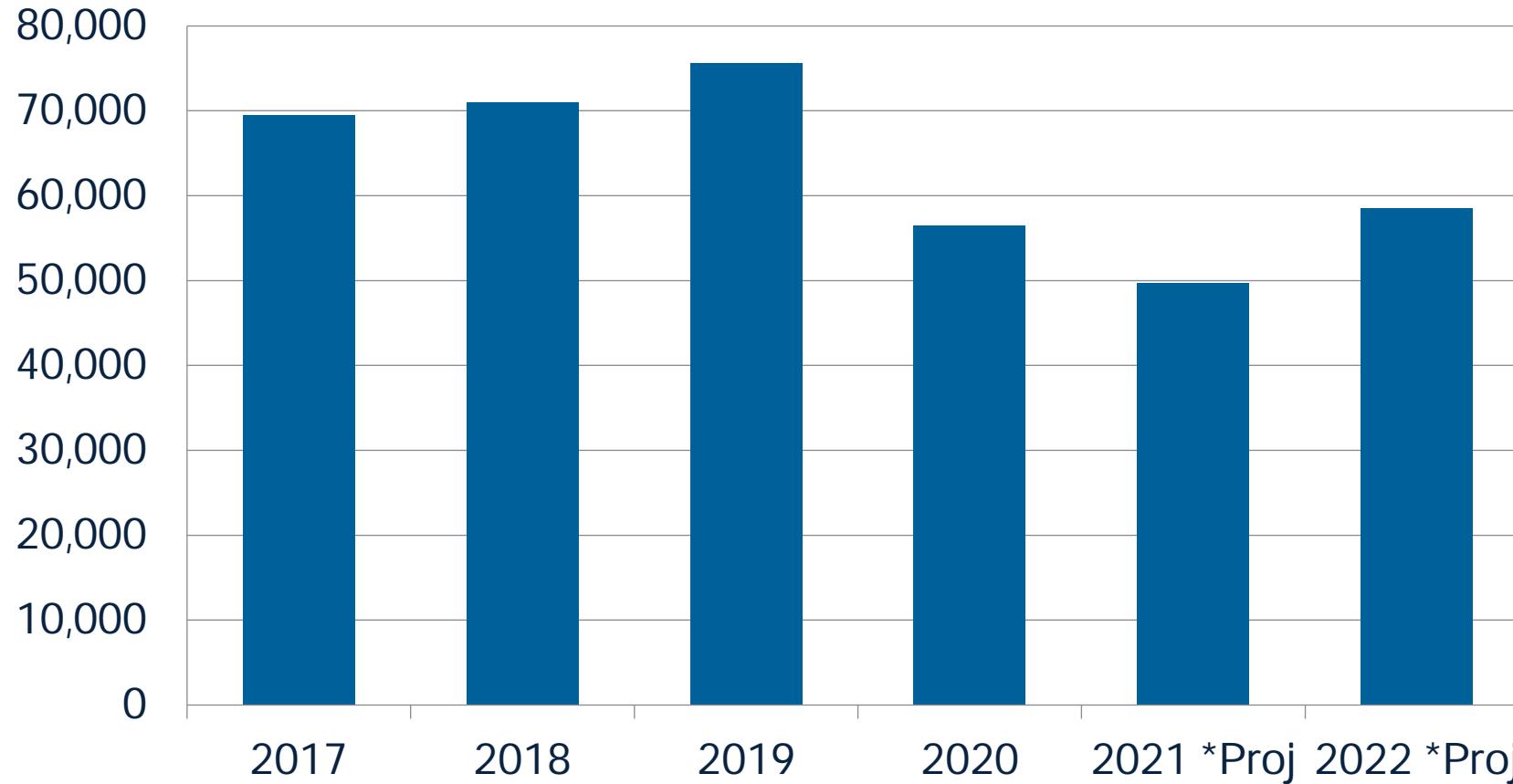


- eCitation Data Exchange
- Move our Case Management System to the Cloud
- Enhance our Case Management System through an upgrade

Fines Remitted to County



Citations Filed by Year



Total Budget



2021 Budget	\$1,810,197
Changes to Base	\$(40,159)
2022 Base	\$1,770,038
Decision Packages	-
Total 2022 Budget	\$1,770,038



Questions?



Gwinnett