

2021 Business Plan Presentation

RECORDER'S COURT CLERK
Jeff West



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 costs, fines, and forfeitures; remit funds to DoFS director or designee by the 15th of the following month
- 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
- DUI Publications

Staffing



- 1 Clerk
- 16 Full-time deputy clerks
- 5 Part-time clerks

2019 Payment



- \$7,121,569.43 total fines and fees sent to DoFS
- 43% of those cited pay their fines through our online vendor without ever stepping into the courthouse
- 31,507 citations were paid through web portal, phone, and IVR

2019 – 2020 In Review



- Data Loss
- New Online Payment Provider
- COVID Response

Internal Strategic Decisions



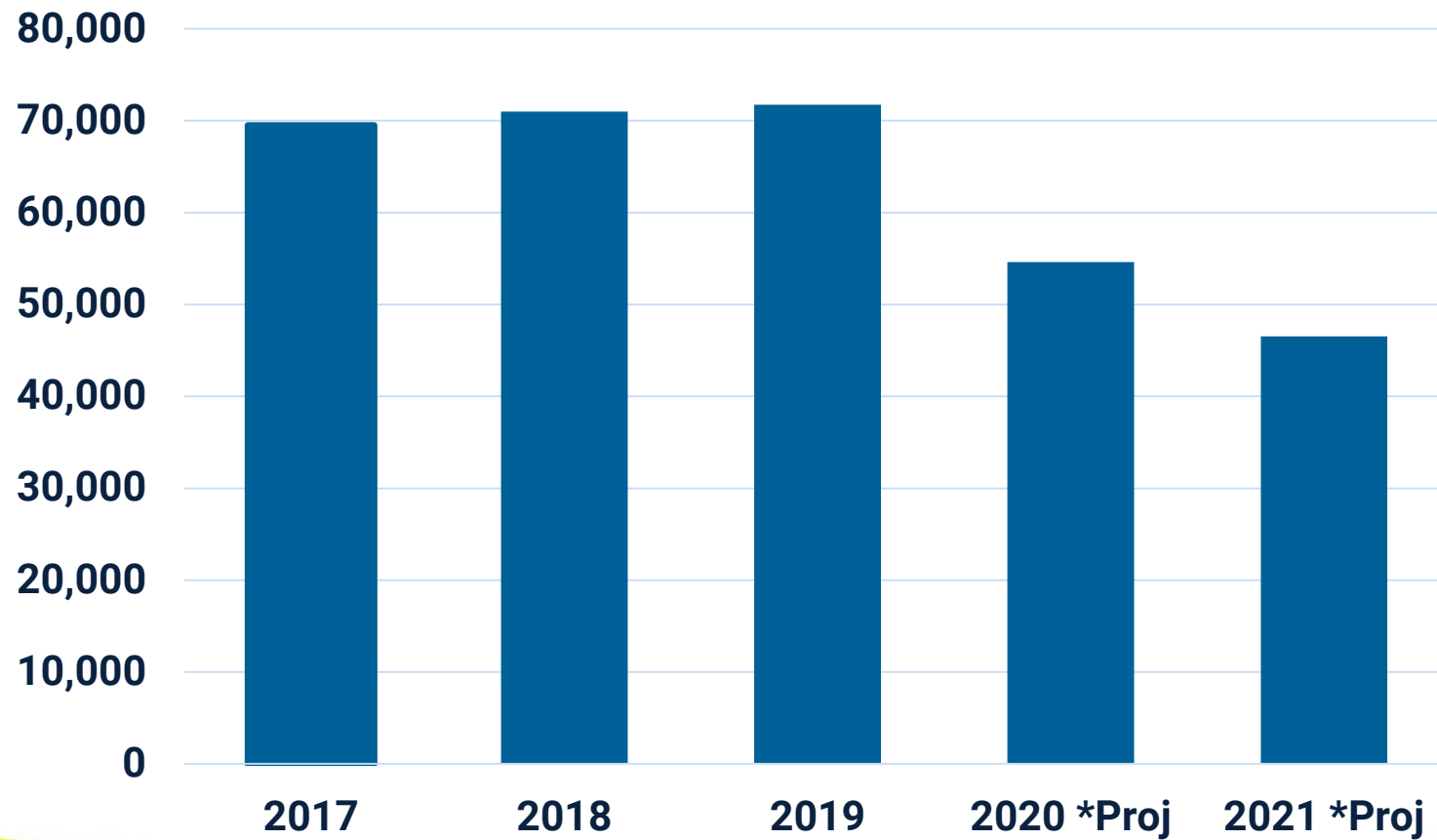
- Increase the use of technology to allow for an efficient delivery of justice to all constituents.
- To be forward thinking and always scanning the horizon for emerging trends that would improve the courts operation and benefit our constituents.
- To offer education, training, and resources to the Clerk's staff so that they will have the knowledge and tools to perform their jobs.

Operational Decisions

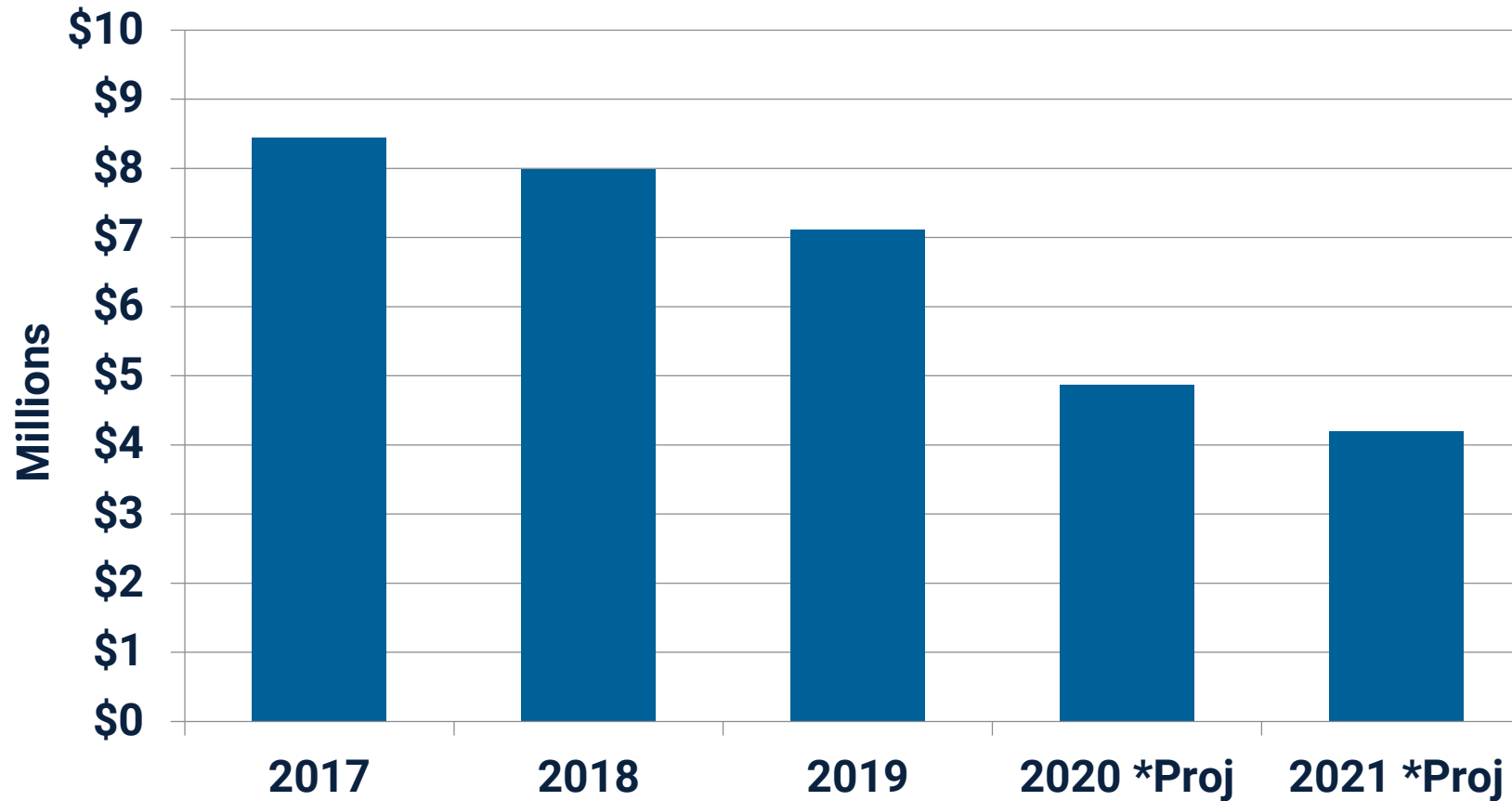


- Night Court
- Online Pleas
- eCitations
- Partial Payments on Disposed Cases

Citations Filed by Year



Fines Remitted to County



Total Budget



2020 Budget	\$1,872,197
Changes To Base	(\$82,758)
2021 Base	\$1,789,439
Decision Package	\$0
Total 2021 Budget	\$1,789,439

Questions?

