

# 2022 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 all costs, fines, and forfeitures; and remit these funds by the 15<sup>th</sup> 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

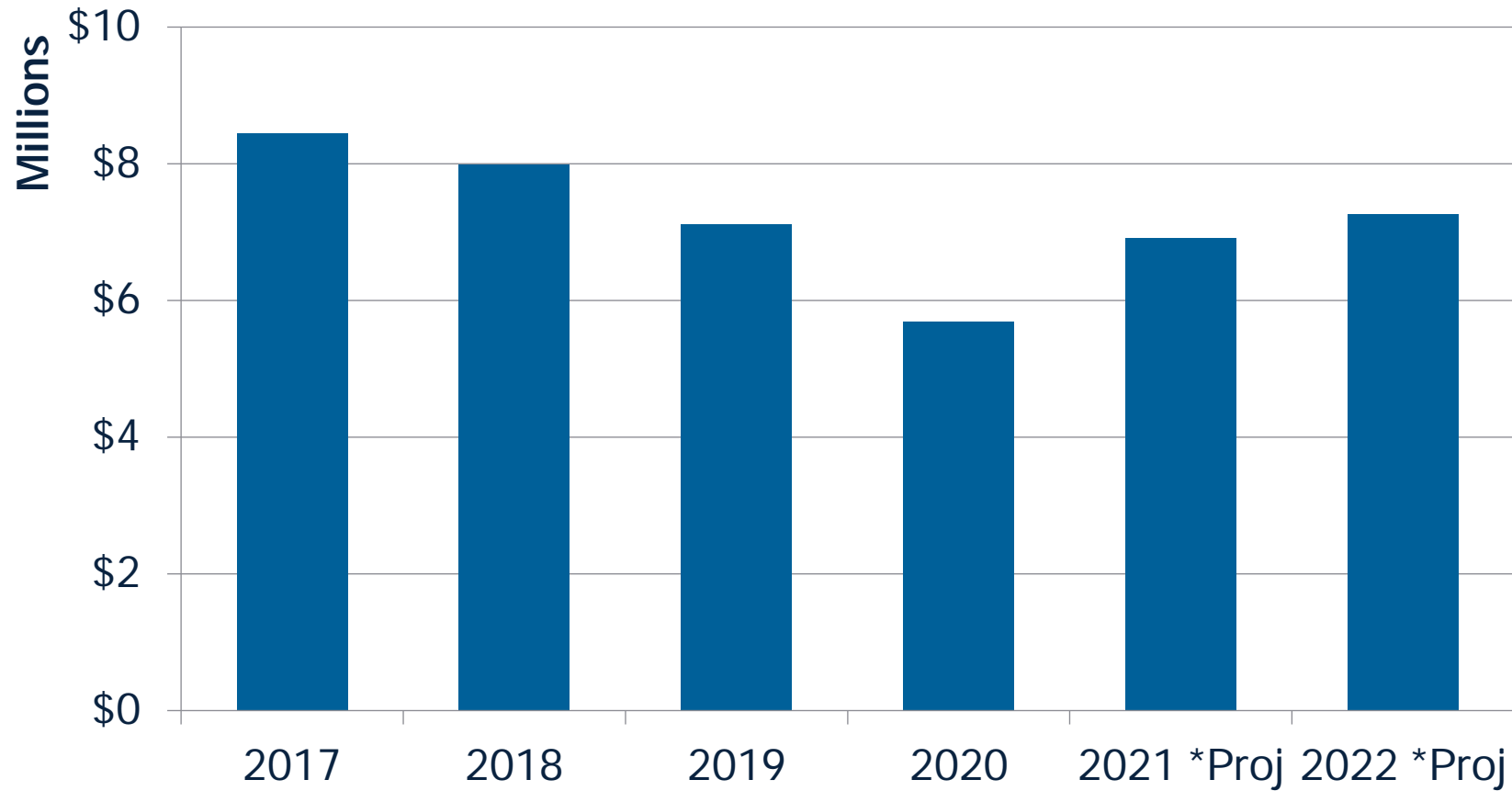
# Internal Strategic Decisions



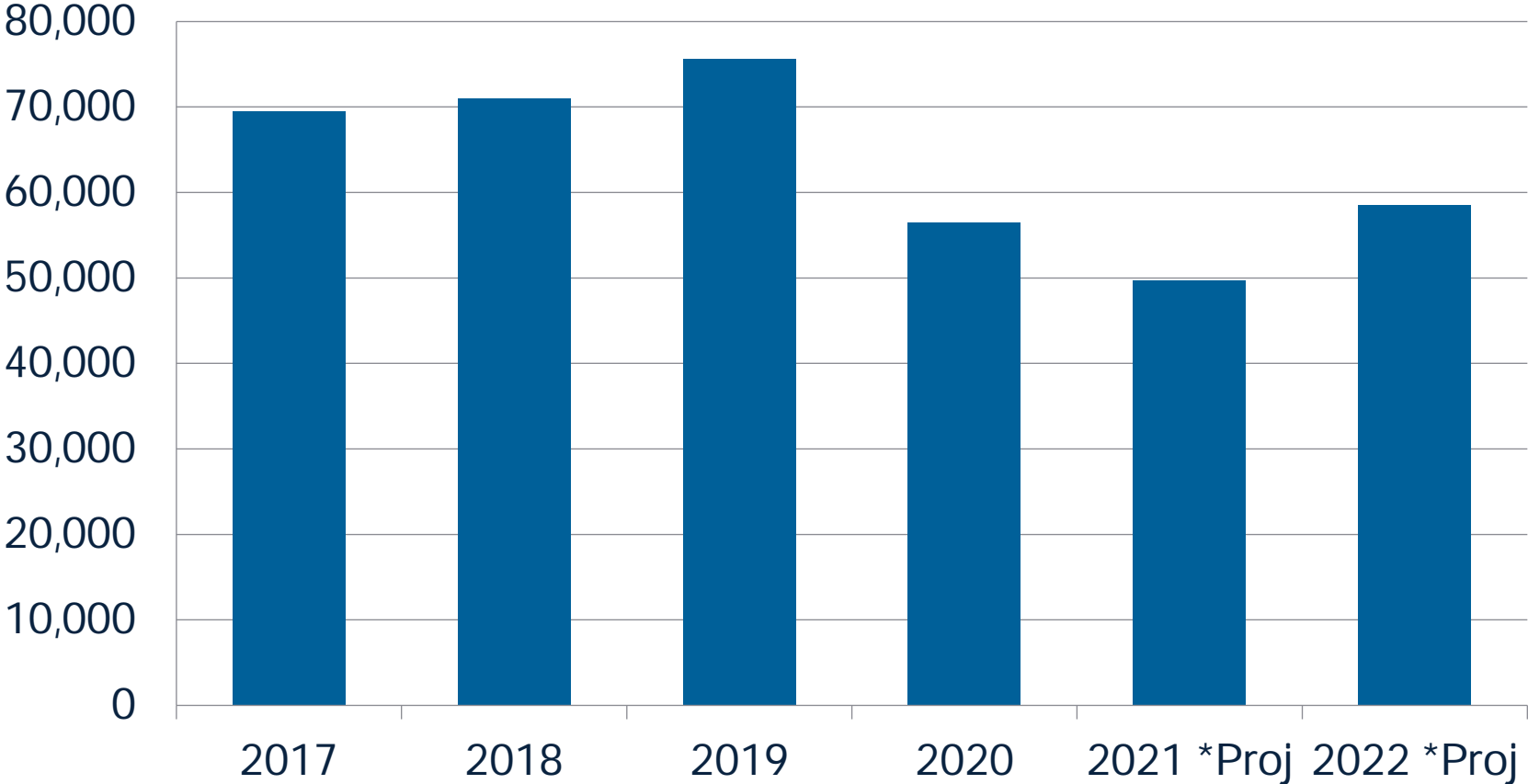
- eCitation Data Exchange
- Move our Case Management System to the Cloud
- Enhance our Case Management System through an upgrade



# Fines Remitted to County



# Citations Filed by Year



# Total Budget



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

Questions?

