

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
Tuesday, May 6, 2016**

A work session of the Cochise County Board of Supervisors was held on Tuesday, May 6, 2016 at 1:00 p.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Patrick G. Call, Vice-Chairman; Ann English, Member

Absent: Richard R. Searle, Chairman

Staff Present: James E. Vlahovich, County Administrator
Edward T. Gilligan, Deputy County Administrator
Mike McGinnis, Budget Manager, Finance Department
Arlethe G. Rios, Clerk of the Board
James Conlogue, Presiding Superior Court Judge, Division 5
Eric Silverberg, Court Administrator
Timothy Dickerson, Justice Courts Presiding Judge, 5, Sierra Vista
Alma Vildosola, Judge, Justice Court 2, Douglas
Bruce Staggs, Judge, Justice Court 3, Benson
Trevor Ward, Judge, Justice Court 4, Willcox
Michael Skiles, Judge, Justice Court 6, Bowie
Regan Appelo, Justice Courts Administrator
Mary Ellen Dunlap, Clerk of the Superior Court
Patricia Munoz, Chief Adult Probation Officer/Juvenile Court Services Director

Vice-Chairman Call called the meeting to order at 1:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of County budget for Fiscal Year 2016-2017 specifically: the Judicial Branch - Court Administration, Adult/Juvenile Probation, Justice Courts (1-6), and the Clerk of the Court's Office.

Vice-Chairman Call had everyone introduce themselves and reviewed the scheduled offices and the order that they would be discussed in.

Ms. Regan Appelo, Justice Court Administrator, said she was the financial person for the justice courts and noted that since Judge Adam Ambrose, Justice Court 1 in Bisbee was absent, she would represent him. She noted that the budget for JP 1 had not changed, there was an increase in revenues with the added staff, but a decrease in City of Bisbee police officers next fiscal year would cause a decrease in cases filed and revenues.

Supervisor English asked if the increase in revenues had been enough to cover the temporary court assistant position.

Ms. Appelo said that the revenues had covered the position.

Mr. Vlahovich said that he had received an e-mail from Mr. Jestin Johnson, Bisbee City Manager, stating that he was currently working on an Intergovernmental Agreement with the Sheriff's Office to provide extra patrol coverage in the City of Bisbee.

Judge Alma Vildosola, Justice Court 2 in Douglas, said that the budget had not changed and she would continue to fund the temporary administrative position next fiscal year out of her court enhancement funds.

Judge Bruce Staggs, Justice Court 3 in Benson, said that his court had met the budget set for the current fiscal year and he was expecting to exceed revenue projections. He thanked the Board for the security upgrades. He noted that the salaries for support staff in his court needed to be reviewed because they were below market.

Supervisor English asked who he had compared the salaries with.

Judge Staggs said he had used Superior Court support staff salaries as a comparison.

Vice-Chairman Call said the entire pay structure at the County would be reviewed by staff.

Judge Trevor Ward, Justice Court 5 in Willcox, said that the budget would stay the same for the upcoming fiscal year. He noted that the court needed to be expanded due to volume of cases.

Supervisor English asked if this request was similar to the one from this current fiscal year.

Mr. Vlahovich said that it was the same, but due to another request for expansion in the Willcox Service Center, staff was waiting to do the entire project as one in order to avoid duplicate costs.

Judge Ward moved on to increasing costs for the video interpreter system and noted that if costs continued to rise his recommendation would be to stop usage of the system and go back to having interpreters travel to Willcox.

Supervisor English asked if that would be the most cost efficient way of using interpreters.

Judge Timothy Dickerson, Justice Court 5 in Sierra Vista and Justice Court Presiding Judge, said that staff would research, but interpreter costs were special situations dependent on the

court's needs.

Judge Jim Conlogue, Superior Court Division 5 and Superior Court Presiding Judge, said that going back to live interpreters would impact the Superior Court's budget since they would have to pay for salaries and travel.

Judge Dickerson said that his staff would research the issue.

Judge Michael Skiles, Justice Court 6 in Bowie, said that his budget would not change for the upcoming fiscal year, but noted court filings were down, which would mean a decrease in revenues. He said he would move the salary of his temporary court assistance from the general fund to his court enhancement funds in order to be consistent with what the other justice courts were doing. He stated that the reason the courts were discontinuing use of more technological solutions was due to the cost of using these programs run by the State. He explained that the State continued to increase usage fees and it was becoming a burden for the justice courts.

Vice-Chairman Call noted that the State was passing down many costs to the counties.

Judge Dickerson said that he did not have any general fund expenditure requests and noted that his office had given up three printers as a cost savings. He said he was also transferring funds to the probation department in order to help with costs related to the CARE court system, which deals with special population.

Supervisor English said she was pleased to hear the CARE court program was moving forward with positive results.

Judge Dickerson said that more felony filings impacted the workload for all the justice courts. He also noted that the State legislature had recently adopted more requirements that included timelines and lengthened the process. He said all justice courts were thinking of ways to cut down on costs.

Mr. Vlahovich noted that the court consolidation agreements with all cities, with the exception of Douglas, were in the final stage.

Vice-Chairman Call asked about turnover in the justice courts.

Judge Dickerson said that turnover does vary on location of the county and that there is a lack of advancement opportunities in the justice court system.

Judge Conlogue noted that he was pleased with the quality of work coming from justice courts and there was a sense of cooperation and partnership.

Vice-Chairman Call thanked the justice courts for the update.

Ms. Mary Ellen Dunlap, Clerk of the Superior Court, said her budget would remain the same for the upcoming fiscal year and she would only ask that any unused funds for the remodel project carry over to the next fiscal year. She went over changes in her office procedures and noted that the remodel to the Ledge Avenue building would be completed by the summer. She said she would be moving staff to that building to make services more customer service friendly and allow for privacy in delicate matters.

Mr. Vlahovich noted that there was an estimated \$50,000 left in remodel funds.

Vice-Chairman Call thanked Ms. Dunlap for the information.

Ms. Patricia Munoz, Chief Probation Officer/Juvenile Court Services Director, said that the merging of the two departments helped with cost savings. She gave some statistics on both departments and noted that adult population numbers continue to increase, while juvenile probation numbers are decreasing. She noted that detention for juveniles is increasing due to legislative decisions made. She stated that there was a shortage in juvenile detention officers and that the process to hire them was long due to the background check process and added that retention was also an issue due to low salaries.

Judge Conlogue added that the court system was also pleased with the merging of the two probation departments.

Mr. Eric Silverberg, Court Administrator, said that the court system has been addressing increasing case loads. He said staff is also looking to better the law library system and other processes in the courts. He added that staff continued to look for other revenue sources to decrease costs to the general fund. He noted that beginning next week the court system would be starting a pilot program for video conferencing.

Supervisor English asked what resources were impacted by the CARE court.

Mr. Silverberg said that probation officers were impacted the most, but staff was looking at the entire process to ensure the most efficient process. He noted that mediation was all done by volunteers and thanked Ms. Marra for her outreach efforts, which had brought more attention to volunteering in the court system. He added that a new State requirement for all interpreters to be certified could be a problem if current interpreters did not pass the test.

Judge Conlogue said that a major project was the upgrade of criminal court rooms for video technology in order to meet State compliance.

Mr. Silverberg said that the total cost for all five courtrooms could be up to \$285,000.

Supervisor English said that she had no problem funding projects that made us compliant with State rules.

Vice-Chairman thanked all for participating and noted that continued increase in costs and decrease in population could be a major concern for the County.

Vice-Chairman Call adjourned the meeting at 2:50 p.m.

APPROVED:

Patrick G. Call, Vice-Chairman

ATTEST:

Arlthe G. Rios, Clerk of the Board