



COLLIN COUNTY

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Requesting an Additional AG Clerk I Position

Collin County Attorney General's office and Judge Dukes have advised the Collin County District Clerk that in the coming weeks, we will see a significant increase in family cases that include, but are not limited to:

CSRP
IV-D Paternity
IV-D Support Orders
IV-D UIFSA

This increase is due to the Attorney General's Plano office reallocating 3 of its 6 counties to other offices in the district as of October 1, 2018. Therefore the AG staff that was working the 6 counties will now be working on cases within 3 counties, the largest being Collin County with a backlog of approximately 22,000 cases.

Without the additional cases being factored in, we have had a 13% increase of new petition filings from the Attorney General office filed from January 1, 2018 to October 5, 2018.

The District Clerk's office currently has 2 employees in the AG Department. With this increase of caseload, our office needs the extra employee to assure timely service to the parents and children involved in this process and assure compliance with the state requirements. The requirements and standards that the AG clerks must meet in order for the District Clerk's office to stay in compliance with our business process are as follows:

1. New accounts must be created within 5 business days
2. Must provide SDU forms with CPS cases to the State within 5 days
3. Electronic Filings must be worked within 24 hours
4. Send Judgment Letters on all final cases
5. Issue warrants and commitments

Incoming/outgoing phone calls have increased by 5%. We had 2,606 AG phone calls from January 1, 2017 to December 31, 2017. To date, January 1, 2018 to October 5, 2018, we have had a total of 2,736 AG phone calls.

FY'2018 the District Clerk's office was approved for a Felony Collections Clerk I, contingent upon possible disciplinary action that would be taken by OCA (Court of Administration) under the Collection Improvement Program if noncompliance occurred within their requirements. While the District Clerk's office has utilized automation when possible to stay in compliance, the county continues to lose funds and felons continue to evade payment of their court cost, fees and fines pursuant to court orders due to lack of staffing.

FY'2019 the District Clerk's office carried over the Felony Collections Clerk I funds, that our office seeks to now utilize this year for another understaffing concern.

Funds we currently have:

Salary:	\$33,971.00
Benefits:	\$19,139.00
Total Costs:	\$53,110.00

The District Clerk would like to ask Commission Court to approve the above funding for an additional AG Clerk I position. This would also benefit our current AG Clerks to continue to stay compliant with all the District Clerk office standards, and ensure all requirements and deadlines are met while timely serving the parents and children in need in these matters.