




# Collin County District Clerk

Presented by: **Lynne Finley**  
District Clerk



# Office of the District Clerk

## Standing Order Regarding Payment Plans

  
**Board of District Judges  
Collin County, Texas**

199<sup>th</sup> Judicial District, Judge Angela Tucker  
219<sup>th</sup> Judicial District, Judge Scott J. Becker  
296<sup>th</sup> Judicial District, Judge John Roach, Jr.  
366<sup>th</sup> Judicial District, Judge Ray Wheless  
380<sup>th</sup> Judicial District, Judge Ben Smith  
401<sup>st</sup> Judicial District, Judge Mark Rusch


416<sup>th</sup> Judicial District, Judge Andrea Thompson  
417<sup>th</sup> Judicial District, Judge Cynthia Wheless  
429<sup>th</sup> Judicial District, Judge Jill Willis  
469<sup>th</sup> Judicial District, Judge Piper McCraw  
470<sup>th</sup> Judicial District, Judge Emily A. Miskel

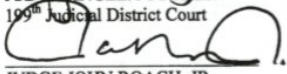
**STANDING ORDER REGARDING PAYMENT PLANS**

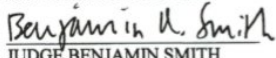
The Board of District Judges, after duly considering TAC Administrative Code 175.3 - Collection Improvement Program Components, hereby orders defendants subject to a payment plan to pay a minimum amount of \$50.00 per month until the judgment is satisfied in full effective JANUARY 1, 2017.

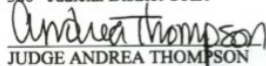
The Board of District Judges further orders that the collection of payments be applied in the following order effective APRIL 1, 2017:

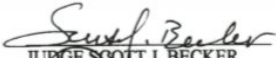
Court Costs  
Pre-Disposition Attorney Fees  
Attorney Fees  
Fines  
State Fees


  
JUDGE ANGELA TUCKER  
199<sup>th</sup> Judicial District Court

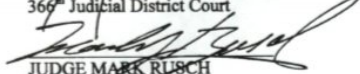
  
JUDGE JOHN ROACH, JR.  
296<sup>th</sup> Judicial District Court

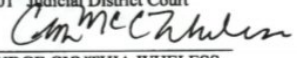
  
JUDGE BENJAMIN SMITH  
380<sup>th</sup> Judicial District Court

  
JUDGE ANDREA THOMPSON  
416<sup>th</sup> Judicial District Court

  
JUDGE SCOTT J. BECKER  
219<sup>th</sup> Judicial District Court

  
JUDGE RAY WHEELS  
366<sup>th</sup> Judicial District Court

  
JUDGE MARK RUSCH  
401<sup>st</sup> Judicial District Court

  
JUDGE CYNTHIA WHEELS  
417<sup>th</sup> Judicial District Court





# Office of the District Clerk

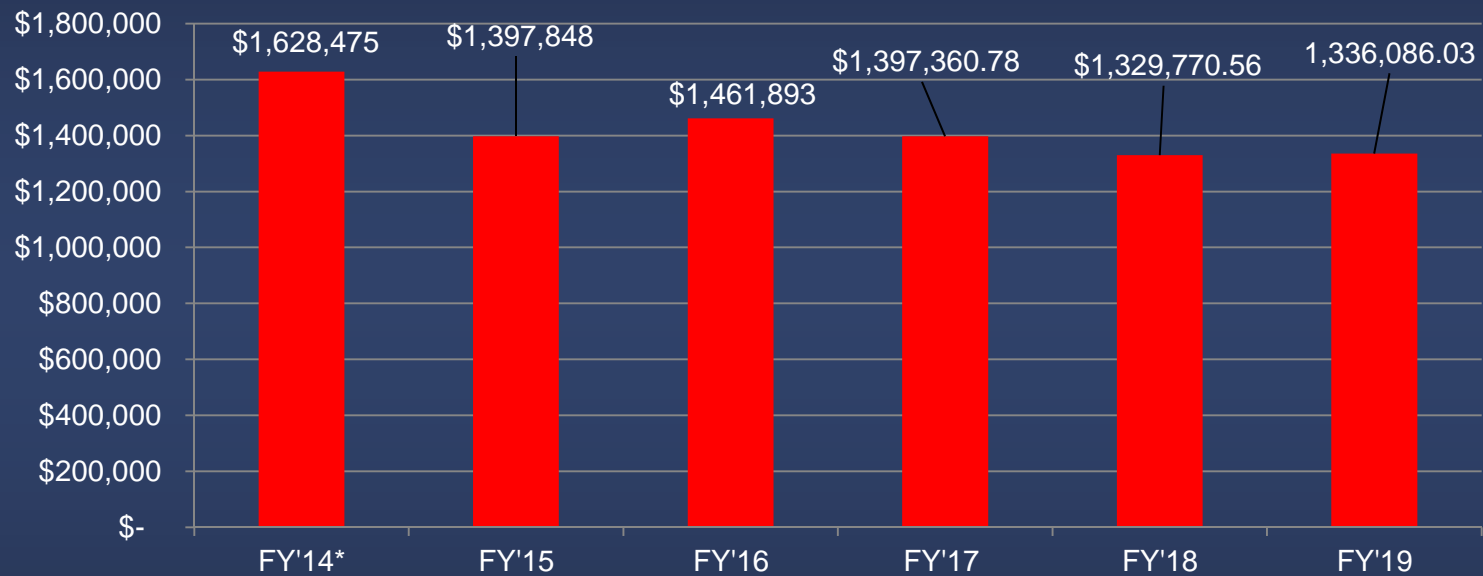
## District Clerk Criminal Fee Changes Effective 01/01/2020

<b>DISTRICT CLERK CRIMINAL FEE CHANGES EFFECTIVE 1/1/2020</b>			
<b>EXISTING BASE STATUTES REPEALED</b>	<b>EXISTING FEE 12/31/2019</b>	<b>NEW BASE STATUTES -CONSOLIDATED (LGC Subchapter C 134.101(b))</b>	<b>NEW FEE BREAKDOWN 1/1/2020</b>
Clerk's filing fee (CCP 102.005(a))	\$ 40.00	Clerk of the court account (1)	\$ 40.00
Records management fee (CCP 102.005(f)) \$22.50 County/\$2.50 Clerk	\$ 25.00	Records management and preservation fund (2)	\$ 25.00
Jury fee (on conviction by jury) (CCP 102.004)	\$ 40.00	County Jury fund (3)	\$ 1.00
Courthouse security fee (CCP102.017(a))	\$ 5.00	Courthouse security fund (4)	\$ 10.00
County and district court technology fund (CCP 102.0169)	\$ 4.00	County and district court technology fund (5)	\$ 4.00
		NEW-County specialty court account (6)	\$ 25.00
<b>Existing</b>	<b>\$ 114.00</b>	<b>New base fee to County - felony (LGC 102.0212(4))</b> <i>local court costs</i>	<b>\$ 105.00</b>
<b>Current Fees to State Comptroller</b>	<b><u>Repealed</u> 12.31.2019</b>	<b>New base fee to State Comptroller - felony (LGC 102.0212(1))</b>	<b>\$ 185.00</b>
Consolidated Court Costs (LGC 133.102(a)(1))	\$ 133.00		
Judicial Support Fee (LGC 133.105(a))	\$ 6.00		
Indigent Defense Fee (LGC 133.107)	\$ 2.00		
Statewide electronic filing system (GC 51.851(d))	\$ 5.00	<b>NEW CONSOLIDATED FELONY BASE FEE</b>	<b>\$ 290.00</b>
Jury Reimbursement Fee (CCP 102.0045)	\$ 4.00		
Drug Court Costs (CCP 102.0178)	\$ 60.00		



# Office of the District Clerk

Felony Court Costs Collected



\* District Clerk's office took Collection responsibilities over from CSCD February 2014\*.

■ Collected



# Office of the District Clerk

## Felony Court Costs Collected FY'19

Felony Court Costs collected \$1,336,086.03

## Felony Fines Collected FY'19

Felony Fines collected in \$497,615.89



# Office of the District Clerk

## Inmate Trust Accounts

FY'19 the District Clerk's Office sent out 460 Inmate Trust Account Orders, and collected \$87,613.76 towards court costs on those cases.



# Office of the District Clerk

## Collection Improvement Program (CIP)

- September 2005 (OCA) Office of Court Administration implemented (CIP) Collection Improvement Program.
- January 2017 (OCA) Office of Court Administration implement additional principals and processes for managing cases when defendants are not prepared to pay court costs, fees, and fines at the time of assessment and when time to pay is requested without imposing undue hardship on defendants and their dependents.



# Office of the District Clerk

## Code of Criminal Procedure

### Chapter 103. Payment, Collection, and Recordkeeping

- Senate Bill 891 of the 86<sup>th</sup> legislative session strikes Article 103.003 and 103.003 (b-1) of the Texas Code of Criminal Procedure, commonly called the Collection Improvement Program. Accordingly, the Office of Court Administration will no longer implement the Collection Improvement Program, effective September 1st, 2019.
- **As part of the repeal of the Collection Improvement Program, the Texas Judicial Council voted to remove Texas Administrative Code, Title 1, Chapter 175, commonly called the CIP Rules, on June 28<sup>th</sup>, 2019. These rules will no longer be in effect on September 1<sup>st</sup>, 2019.**
- The Office of Court Administration will continue to provide support to counties and courts regarding the collection of legal financial obligations. Reporting is no longer mandatory into the Court Collection Reporting System, but the data programs and counties provide is valuable to local, state, and national stakeholders. As such we will continue to provide access to the reporting platform.





# Office of the District Clerk

## Requirements **REPEALED** by OCA for the Collection Improvement Program

### Compliant

Time between COMPLIANT to 1<sup>st</sup> call should be no later than 1 to 10 Days from the last time the Defendant was COMPLIANT .

### 1<sup>st</sup> Delinquent Call Made

Time between 1<sup>st</sup> Call and 1<sup>st</sup> Mail should be no more than 11 to 20 Days from the last time the Defendant was COMPLIANT.

### 1<sup>st</sup> Delinquent Notice Sent

Time between 1<sup>st</sup> Mail and Pre Omni Call should be no more than 31 to 45 Days from the last time the Defendant was COMPLIANT

### Pre Omni Call Made

Time between Pre Omni made and Final Notice should be no more than 41 to 50 Days from the last time Defendant was COMPLIANT.



# Office of the District Clerk

## Repealed Mandated Requirement with the (CIP) Collection Improvement Program

### TAC §175.4(c)(2)(B) Reporting

Local programs must include one additional item in their monthly report to OCA- the number of cases in which local program staff provided the court a defendant's ability information in a case under Sec. 175.3 (a)(6) for review.

\*Collection Department is required to now report to OCA annually instead of monthly.\*



# Office of the District Clerk

## Mandated Requirement

Non-monetary compliance option handled by the District Clerk's office.

### Community Service Hours Ordered by the Court

- Monitor court orders
- Assign community service hours
- Verify hours with community service facility
- Process credit of hours toward court costs, fees and fines



# Office of the District Clerk

## Daily Function of a Collections Clerk

Currently we have 3 collection clerks that process the following items for 7 district courts.

- Assist Customers making payments at window and issuing the customer a receipt
- Set up payments plans and verify references
- Make the first initial contact call with Defendant (**Repealed** OCA requirement)
- Process Judicial Review Payment Plan documentation, and provide to the courts
- Process and work the Collin County Jail report each week
- Process and work the GASB report (Govt. Accounting Standards Board)
- Process and work the Texas Department of Criminal Justice report
- Make the second contact call with defendant (**Repealed** OCA requirement)



# Office of the District Clerk

## Cont. Functions of a Collections Clerk

- Mail out delinquent post cards to the defendant's last know address (**Repealed** OCA requirement)
- Return voicemails
- Send the Inmate Trust Account Orders to the proper court for the Judge's signature
- Mail the Inmate Trust Account Orders to the Texas Department of Corrections to be processed
- Receive and process Inmate Trust Account checks received from the Texas Department of Corrections, and update in our case management system
- Send defendants who are delinquent to OmniBase





# Office of the District Clerk

## Cont. Daily Functions of a Collections Clerk

- Collect and process monies from defendants who requested to be removed from OmniBase
- Review all payment plans and Inmate Trust Account Orders as “Quality Control” so errors are caught immediately