



Department of Administrative Hearings

FY2017 Budget Presentation

October 17, 2016

Administrative Hearings

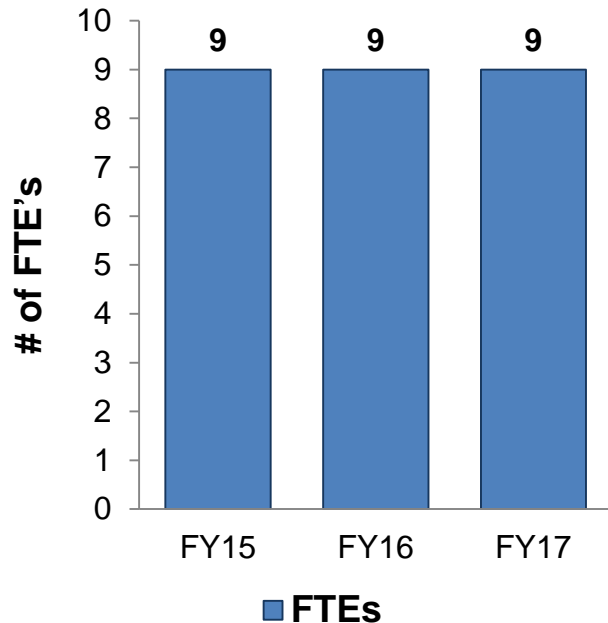
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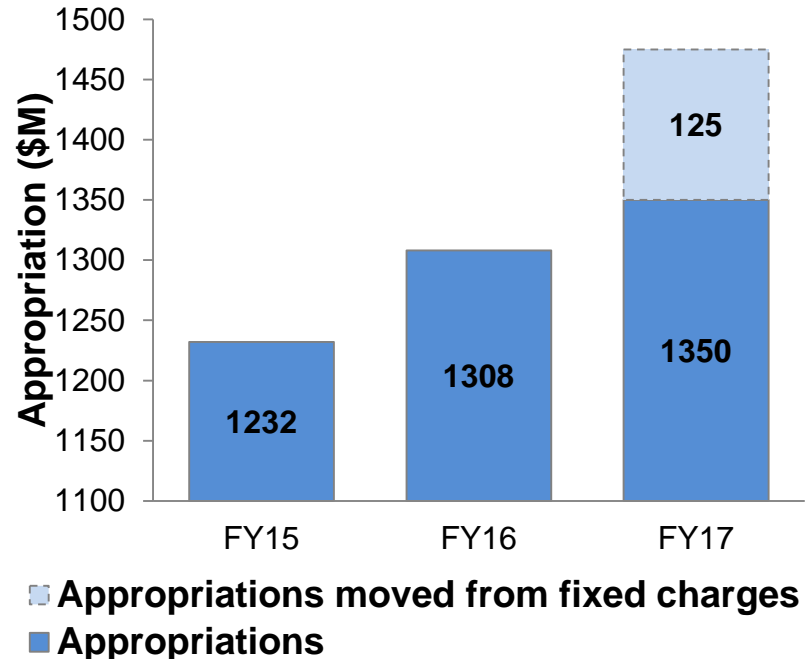
Mission

The Department of Administrative Hearings was created to allow fair, efficient and impartial hearings of ordinance violations issued by County Departments, such as the Cook County Department of Revenue, the Cook County Forest Preserve, and the Cook County Sheriff.

Staffing



Budget





Department of Administrative Hearings – Program Inventory

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Program Name: Administrative Hearings (9 FTE):

- Facilitate the adjudication of ordinance violations issued by County departments, agencies, boards and commissions of Cook County.

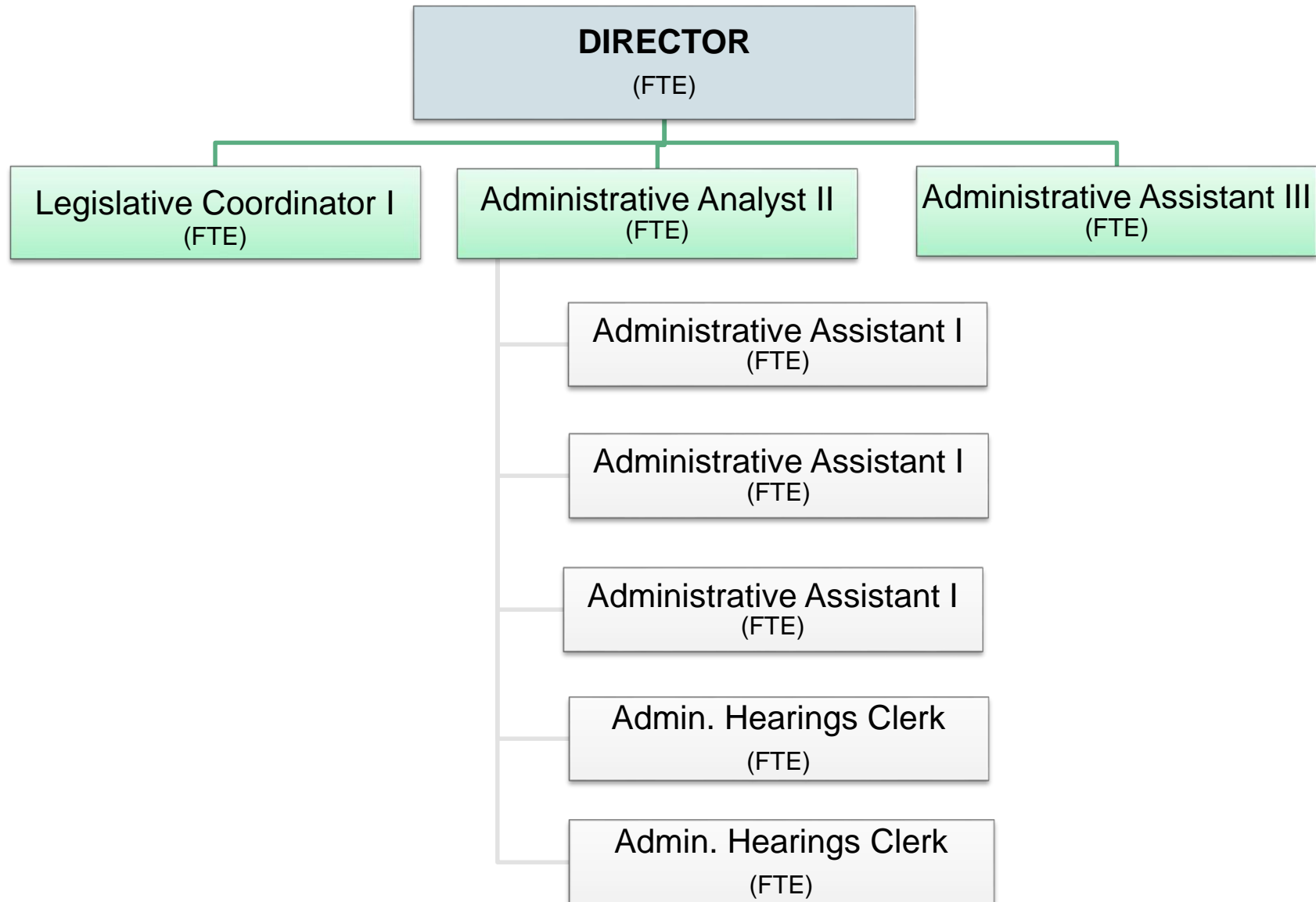
Program Services:

- Provide an independent panel of adjudicators authorized to conduct administrative hearings for departments, boards and commissions of the County.
- Operate in a fair and impartial manner that provides transparency with respect to the proceedings and decisions and to enter findings and orders which are consistent with due process laws and County Ordinances.
- Conduct training for all departments who issue violation notices, conduct hearings at suburban locations to provide better access for citizens.
- Identify new organization whose citations may be heard by the Administrative Hearings Department.



Administrative Hearings – Organizational Chart

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Administrative Hearings – FY2016 Accomplishments

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- Focused efforts in FY2016 on working with the Cook County Department of Revenue(DoR) in adjudicating a backlog of Non-Retailer Use Tax cases.
- DOAH will adjudicate over 120,000 cases by end of FY2016 exceeding our FY2016 STAR target goal of 60,000 cases.
- Increased efficiency with an average cost per case of \$11.56 in FY2016 as compared to \$22.12 in FY2015 and exceeding our FY2016 STAR target goal of \$15.00.
- Increased efficiency in average cases disposed of per ALJ hour of 17 cases per ALJ hour in FY2016 exceeding our FY2016 STAR target goal of 8 cases per ALJ hour.
- Awarded the American Bar Association's National Conference of Specialized Court Judge's "2016 McMahon Award" for the most significant implementation of technological advances in a court of limited jurisdiction.
- Began adjudicating BHR - Employee Appeals Board (EAB) cases in August 2016. EAB anticipates referring 10 – 15 cases per year for hearing and a recommendation of findings.

Administrative Hearings – Budget, Cost Analysis, and 2017 Strategic Initiatives

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- Contract under review with Amtrak Police Department to adjudicate Amtrak citations.
- Senate Bill 3284 becomes “law” in January FY2017 allowing DOAH to adjudicate local municipal ordinances and violations issued by any municipality located within the boundaries of Cook County.
- Coordinate with local Mayors and Managers of municipalities throughout Cook County to form intergovernmental agreements to adjudicate their local municipal citations.

Administrative Hearings – 2017 STAR goals and targets

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Performance Metric	FY2015 Actual	FY2016 Projected YE	FY2017 Target
{Administrative Hearings} Output Metric			
Number of Cases Heard	55,678	120,000	140,000
{Administrative Hearings} Efficiency Metric			
Avg.# of Cases Disposed of Per ALJ Hour	8	17	17
{Administrative Hearings} Outcome Metric			
Customer Service Survey (% Rating of Excellent)	N/A	78%	85%
Zero Based Budget Metric			
Cost Per Case (Total Expenses/ # of Cases Heard)	\$22.14	\$10.90	\$10.00

Administrative Hearings – 2016 STAR Goals and Targets

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Performance Metric	FY2015 Actual	FY2016 Year End Projection	FY2017 Target
Number of Cases Heard	55,678	120,000	140,000
Number of Hearings held at Suburban Locations	12,101	14,000	15,000

Of Cases Per Month FY2015

