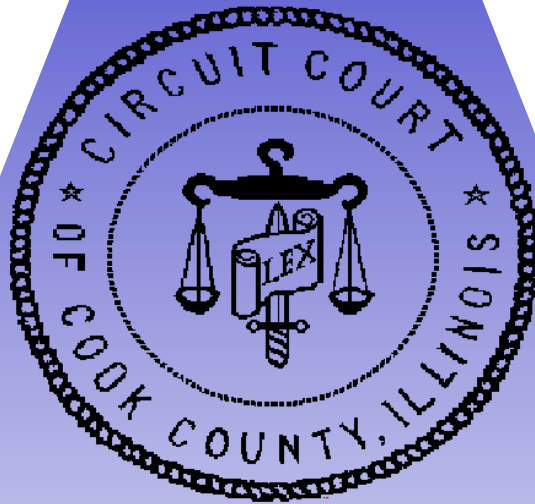


# **DOROTHY BROWN**

## **CLERK OF THE CIRCUIT COURT OF COOK COUNTY**



**2018 BUDGET PRESENTATION  
to  
President Toni Preckwinkle  
and  
the Cook County Board of  
Commissioners**

**[www.cookcountyclerkofcourt.org](http://www.cookcountyclerkofcourt.org)**

## Message from the Clerk

As the Clerk of the Circuit Court of Cook County since 2000, my objective has been to bring positive change with requisite technological and business savvy to the Office of the Clerk of the Circuit Court of Cook County, (Clerk's Office). First, we critically examined programs and activities and provided a blueprint for needed action for improvement and effectiveness in line with our overall vision as the keeper of records for all judicial matters and collector of revenues for one of the largest court systems in the United States. We have sought ways to cut costs, harness technological solutions and employ "best practices", to increase efficiency, productivity, effectiveness and service. We continue to relentlessly make efforts to maximize revenue, add value to our operations and incorporate transparency. The antiquated docket books and "dumb" terminals which hampered innovation in the past have given way to new-generation technology with superior managerial know-how and environmentally friendlier green e-Court initiatives.



The Clerk's Office has taken careful and reasoned steps toward the implementation of a new-generation Case Management System (CMS), which will provide our customers and the judiciary with greater state of the art functionality and efficiency. The integrated new-generation (CMS) for all areas of law will ensure that case information and related documents are electronically available to all court customers. In FY2017, the Clerk's Office began a four-year implementation of the new CMS after a comprehensive needs analysis. The system will leverage advanced technology to improve court efficiency, reduce court costs, improve customer service and increase operational functionality.

With e-Filing of all civil cases becoming mandatory on January 1, 2018, e-Filing has become one of the foremost areas of emphasis in the Clerk's Office. Attorneys and Self Represented Litigants for Civil case types will finally take advantage of the e-Filing System and start to electronically file their documents from the comfort of their home or office, at any time of the day. e-Filing has mitigated congestion, reduced the need for multiple data entry, shortened cashiering lines and reduced on-site demand on Clerk's Office employees. The Clerk's Office will expand e-Filing to the criminal and traffic areas of law in the coming years. To assist our customers with e-Filing, our online e-Filing training Webinar service (video) is available 24/7 as a training tool.

The e-Ticket system is a wireless mobile application that automates the traffic ticket process, producing a seamless flow of traffic ticket information in an electronic format that is transmitted real-time from the patrol car, to the law enforcement agencies (LEAs) and to the Clerk's Office (CMS). The e-Ticket system makes it possible for Cook County law enforcement officers to issue tickets and process data at traffic stops as well as allows judges to view tickets online. It also enhances data integrity and eliminates data entry redundancy. In FY2018, we will be working to obtain funding to assist the Chicago Police Department and the other 128 municipal agencies to implement e-Tickets.

The Clerk's Office has long recognized that technology brings about cost-efficient and time-saving benefits for all stakeholders in the court system. For this reason, the Clerk's Office e-Records Project seeks to designate the electronic record as the official court record for all civil cases. It would replace a paper-based court records system with an electronic data and electronic document storage management system.

The Clerk's Office has made tremendous improvement in its Image and Document Management System (IDMS). The system enables court records to be imaged at the time of filing and managed in a document repository. Through IDMS, the Clerk's Office has been able to eliminate multiple handling of documents. Cumulatively, since the inception of the IDMS system in 2009, over 248 million images were made the first two quarters of FY2017, and it is expected that over 270 million images will be made cumulatively by the end of FY2017, and over 310 million images by the end of FY2018. The IDMS Program has enabled the digitization of all civil and criminal case type documents submitted to the Clerk's Office and has provided access to court documents in a more timely and cost-efficient manner.

The Clerk's Office has made substantial efforts to enhance our revenue base through collection of delinquent fines, fees and costs. These efforts have led to an effective partnership with our collection agencies and the State of Illinois. Since the start of the debt collection program in FY2005, they have collected over \$44 million through September 5, 2017. The Clerk's Office will continue to look for ways to enhance our collections program and third-party collection of delinquent fines, fees and costs with **no cost** to the County.

In the ensuing FY2018, and in spite of funding constraints, the Clerk's Office seeks to continue to enhance its role as a Cook County government agency that efficiently, effectively, ethically, transparently and consistently gives our court users first-rate service in spite of reduced funding. I must state here that at the time of printing the FY2018 Executive Budget recommendation Book, the Clerk's Office was not in complete agreement with the County Board President's Recommendations. However, through objective and spirited negotiations and compromise with the County Department of Budget and Management Services, an agreement was reached in all disputed budget items. Therefore, in spite of existing budget constraints in the last several years, the ongoing efforts to transform and modernize the Clerk's Office continued, and the Clerk's Office will continue with its hallmark of high levels of success in executing its statutory and fiduciary responsibilities and in serving the people of Cook County and other stakeholders in the court system. Through continued human capital development efforts, the skill levels of our court employees and line managers will continue to consistently improve to enable them to perform multiple tasks with increased efficiency and cost effectiveness.

Sincerely,



Dorothy Brown

Clerk of the Circuit Court

**Clerk of the Circuit Court of Cook County**  
**Fiscal Year 2018 Budget Request**

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October 26, 2017

**The Honorable President Toni Preckwinkle and Members of the Cook County Board of Commissioners, distinguished guests, fellow citizens, ladies and gentlemen:**

I am honored to come here today to present the FY2018 budget for the Office of the Clerk of the Circuit Court of Cook County (Clerk's Office) to President Preckwinkle and the Board of Commissioners. The FY2018 budget is my seventeenth budget request since I took office in December 2000. I must state here that at the time of printing the FY2018 Executive Budget recommendation Book, the Clerk's Office was not in complete agreement with the County Board President's Recommendations. However, through objective and spirited negotiations and compromise, with County Department of Budget and Management Services, an agreement was reached in all disputed budget items.

During my first term in office I drew up a plan that evaluated court operations, administrative functions and internal controls in order to identify specific areas that presented the greatest opportunities for improvement and growth. This effort resulted in a long-term strategic plan to accelerate the Office towards meeting 21st Century needs and demands of a forward-looking high-tech court system. Over the years, the Clerk's Office has strategically implemented and upgraded various systems to achieve our 21st Century technology goals. The Clerk's Office is now impelled to replace our legacy Case Management System (CMS) as the final prong in our strategic technology plan. Our goal is to replace the antiquated CMS with a more flexible, versatile and advanced system. I am very pleased that today our vision and efforts have coalesced to bring about the making of a new-generation CMS that will serve all areas of law and eliminate the use of our antiquated legacy system.

I must state unequivocally that the Clerk's Office could not have been able to reach this epic milestone without the full support of the Cook County Board. We are more than elated to thank the President and the Board of Commissioners for making it possible for the Clerk's Office to be in a position to leverage advanced technology to improve the efficiency of court operations, improve customer service and enhance information access offered to our justice partners and the public. Thank you Madam President and the Cook County Board of Commissioners for your support.

Furthermore, we must not fail to recognize the improvements and consolidation efforts made possible by your support and facilitation at the Cicero Records Storage and Digital Imaging Center (Cicero Center) which is currently being utilized to consolidate all off-site record-storage activities. While the consolidation of records at the Rockwell Warehouse into the Cicero Center is still underway, the consolidation of Hawthorne and the 89<sup>th</sup> Street Warehouses into the Cicero Center, has resulted in savings in document transportation, overhead costs and in enhancing effectiveness and efficiency.

Your help and support in the past enabled the Clerk's Office to effectively serve our statutory mandates and fiduciary obligations as the official keeper of court records for which we continue to be grateful. It has enabled us to preserve and maintain all court files and records, and to collect and disburse all fines, fees and costs for the Circuit Court of Cook County.

The Clerk's Office will continue to embark upon innovations, adopt new and enhanced technologies and best practices to streamline operations in order to improve efficiency and reduce operating costs. Our Office will continue to make the right decisions, execute its plans and strategies in order to perform our statutory and fiduciary obligations. We will continue to ensure that our spending plan is reasonable, responsible, efficient and sustainable.

### **FY2017 and FY2018 Initiatives**

As in previous years, the Clerk's Office will endeavor to continue to hold down costs, look for opportunities for greater efficiency and effectiveness without compromising value. In the ensuing FY2018, the Clerk's Office presents an operating budget of \$105,604,935. The FY2018 budget is being carried out in an effort not to compromise or impair the statutory duties or the fiduciary obligations of the Clerk's Office.

In FY2017 the following programs and projects were moved forward complementing the achievements and efforts of the previous years:

- **E-Filing:** enables court users to electronically file their documents from the comfort of their home or office at any time. e-Filing brings about savings in time and transportation costs as well as minimization of redundant paper work. It has alleviated congestion in the court corridors and reduced on site demand on our employees. On January 1, 2018, e-Filing will be mandatory for all civil areas of law. The number of documents e-Filed through the first three quarters of FY2017 was over 251,000 and we expect over 325,000 e-filings by the end of FY2017 and a significant increase in e-filings in FY2018. e-Filing users are expected to grow from 45,240 users in August 2017 to about 100,000 users by the end of FY2018. Since the program's inception in May 2009, the Clerk's Office has received filing fees of over \$58.2 million from e-Filing.



- **New-Generation Case Management System:** In FY2017, the Clerk's Office began a four-year implementation of the new CMS for all areas of law after a comprehensive needs analysis. The CMS will eliminate the use of the old mainframe legacy system and leverage advanced technology to improve the efficiency of court operations and enhance information access offered to the stakeholders and the public. The CMS will open a new frontier in technology in the Clerk's Office and will reduce programming costs, improve customer service and increase operating efficiency. The new case management system will be a technological asset to the Clerk's Office.
- **Website Redesign:** The new website redesign will be clearer and equipped with improved navigation and superior case search capabilities. It will provide more uniformity in look and feel. It will also feature online job applications which will allow individuals to complete and submit job applications electronically. The Clerk's Office will continue to use web communication as a core court business function that will provide access to web content that is accurate, timely and easy to understand. The new website will be launched in early FY2018.
- **Electronic Ticketing (e-Tickets):** e-Tickets make it possible for law enforcement agencies to be able to issue tickets and process data at traffic stops electronically. It also allows Cook County court judges to view tickets online. In collaboration with 21 Cook County municipalities, the Clerk's Office is forging ahead with the e-Ticket Program. While the programs in these municipalities are at different stages of development, the Clerk's Office continues to engage other municipalities in the County for their participation. The program helps to cut costs, enhance data integrity and eliminate the need for manual processing. For FY2018, we are working to obtain funding to assist the Chicago Police Department and many of the other Cook County agencies to adopt e-Tickets. Future expansion of the program will depend on the availability of funding.
- **e-Records Project:** The Clerk's Office has long recognized that technology brings about cost-efficient and time-saving benefits for all stakeholders in the court system, from justice partners to attorneys and self-represented litigants. For this reason, the Clerk's Office's e-Records Project seeks to request authorization from the Illinois Supreme Court, in conjunction with Chief Judge Evans, to designate the electronic record as the official court record for all civil areas of law in Cook County, and will replace the current paper-based record system. The e-Record Project seeks to designate the electronic record as the official court record for all civil areas of law in FY2018.

- [2017 Expungement and Education Summit:](#) The 13<sup>th</sup> Annual Expungement and Education Summit was held on June 10, 2017 for adults and juveniles with expungable or sealable felony and misdemeanor cases. The event was made possible by the overwhelming presence of 105 attorneys and hundreds of Clerk's Office volunteers. There were 517 attendees at the event in which 746 cases were handled. There were 269 petitions filed for expungement and/or sealing. Total expungement filings throughout the Clerk's Office in FY2017 is expected to top 14,000 and over 16,000 expungement filings are expected in FY2018.
- [Imaging and Document Management System \(IDMS\):](#) IDMS enables court records to be imaged at the time of filing and managed in a document repository. Through IDMS, the Clerk of the Circuit Court has been able to eliminate multiple handling of documents. Through the first two quarters of FY2017, over 248 million cumulative images were made and it is expected that over 270 million images will be made cumulatively by the end of FY2017 and over 310 million images by the end of FY2018.

## ➤ [Accountability of Financial Resources](#)

In the Clerk's Office, we are pleased to report that in spite of fewer resources in FY2017, we made the following significant accomplishments:

- [FY2016 Independent Audit:](#) An Independent Audit Report of the Financial Statements of the Clerk's Office was issued on May 11, 2017. **The Independent Auditor's Report showed no audit findings in the financial activities** of the Office of the Clerk of the Circuit Court of Cook County for the FY2016 that ended on November 30, 2016. **The Report further implies that the Clerk's Office, as usual, followed all the applicable laws and regulations in its financial and fiscal operations, and that the Clerk's Office is maintaining effective accounting control over revenues, expenditures, assets and liabilities.**
- [Credit Card Transactions:](#) Since the inception of accepting credit/debit card payments in 2005, the Clerk's Office has processed over \$208 million in credit card transactions (through September 5, 2017) with cash bail bond deposits representing approximately \$87.3 million (42%) of the total transactions **at no cost to the County**. We expect to process over \$33 million in credit/debit card transactions in FY2017. The Clerk's Office will continue to look into other innovations regarding efficient payment methods.

- **Debt Collection Process:** The Clerk's Office partners with third-party collection firms in an automated debt placement process to collect outstanding debts. Since the start of the debt collection program in FY2005, the collection firms have collected over \$44 million through September 5, 2017. The Clerk's Office will continue to look for new ways to enhance the collections program and to enhance third-party collections of delinquent fines, fees and costs with **no cost** to the County.



## **Revenue Growth Initiatives**

The Clerk's Office will continue to place a high premium on seeking out revenue growth initiatives. The focus and commitment on revenue enhancement enabled the Clerk's Office to remit **\$59,596,385** to the County through July, 2017. The total County revenue estimated to be collected in FY2017 is \$90,000,000. The Clerk's Office will continue to pursue all available opportunities to increase revenue and to continue to efficiently collect all statutory fines, fees and costs.

The following initiatives will continue to play important roles in our revenue enhancement efforts:

- **Tax Intercept/Local Debt Recovery Program:** The Clerk's Office, working in collaboration with the Illinois Comptroller's Office under Public Act 97-0632, *Local Debt Recovery Program* (effective January 1, 2012) is authorized to intercept payroll checks, income tax refunds, vendor payments, lottery winnings and pensions to recoup uncollected delinquent court fees and fines. Since the inception of the Tax Intercept Program in January 2012, the Clerk of the Circuit Court has collected \$3,831,700 through September 5, 2017.
- **e-Plea (e-Pay/E-Guilty) and Payment of Traffic Fines Online:** The e-Plea system has accelerated the collection of online traffic payments from individuals who opt to plead guilty and pay online rather than come to the courthouse. Acceptance of electronic guilty pleas and online credit card payments has enhanced disposition of court diversion-eligible traffic citations and reduced the amount of paper work, as well as the amount of file storage space needed. Since program inception and through September 22, 2017, there has been a total of over 404,000 e-Plea online transactions comprised mainly of traffic safety school requests and guilty pleas. Since the inception of the program, the Clerk's Office has collected \$49.0 million as of October 6, 2017 through the e-plea system. e-Plea has been a source of revenue generation and has provided desirable convenience for Cook County residents and other court users. In FY2018, the Clerk's Office plans to expand the e-commerce program.



## **FY2018 BUDGET REQUEST**

### **FY2018 CORPORATE BUDGET**

The Clerk of the Circuit Court's FY2018 Budget Request calls for a fiscal budget of **\$105,604,935** which is **\$4,087,492** over FY2017 Adjusted Appropriation of **\$101,517,443**. FY2018 budget request absorbed \$3,013,260 of increases of which \$1,171,657 is due to salaries and wages step and COLA increases, and \$1,841,603 that includes \$1,515,211 Mainframe costs, an increase of \$82,182 in software licensing costs resulting from moving to the Microsoft Office 365, and \$244,210 for the Break and Fix contract that were all added by the County, to our budget, for the first time in FY2018. Our Budget Request also includes \$1,000,000 for Disaster Recover, a project necessary to get approval for the e-Record to be the official record.in. The FY2018 Budget Request reflects a reduction of 44.5 FTE positions given up by the Clerk of the Circuit Court in order to meet FY2018 Budget Target.

### **FY2018 COURT AUTOMATION SPECIAL PURPOSE BUDGET**

FY2018 Court Automation Special Purpose Budget Request calls for a fiscal budget of **\$9,534,908** which is **\$365,134** below FY2017 Adjusted Appropriation of **\$9,900,042**, representing a **(3.7%)** decrease. In addition to absorbing the Step and COLA increases, FY2018 Court Automation fund budget request includes 64.5 FTE positions compared to 80.2 FTEs in FY2017, a reduction of 15.7 FTE positions.

### **FY2018 COURT DOCUMENT STORAGE SPECIAL PURPOSE BUDGET**

FY2018 Court Document Storage Special Purpose Budget Request calls for a fiscal budget of **\$8,056,236** which is **\$631,155** below FY2017 Adjusted Appropriation of **\$8,687,391**, which represents a **(7.3%)** decrease. In addition to absorbing the Step and COLA increases, FY2018 Document Storage fund budget request includes 75.6 FTE positions compared to 87.0 FTEs in FY2017, a reduction of 11.4 FTE positions.

### **FY2018 COURT ADMINISTRATIVE SPECIAL PURPOSE BUDGET**

FY2018 Court Administrative Special Purpose Budget Request calls for a fiscal budget request of **\$713,337** which is **\$25,711** below FY2017 Adjusted Appropriation of **\$739,048** which represents a **(3.5%)** decrease. The decrease is mainly due to a net decrease of \$12,463 in total salaries after adding step increases, and a decrease of \$25,638 in benefits.

## **FY2018 ELECTRONIC CITATION SPECIAL PURPOSE BUDGET**

FY2018 Electronic Citation Special Purpose Budget Request calls for a fiscal budget of **\$250,000** which is the same as FY2017 Adjusted Appropriation of **\$250,000** which represents a **(0%)** increase.

## **FY2018 COURT CORPORATE BUDGET EXPLANATION**

The following items provide information concerning the most significant budgetary account changes for FY2018. Our analysis will primarily focus on the differences between the Clerk's Office request for FY2018 and the FY2017 Adjusted Appropriation.

### **Personal Services**

Total Clerk's Office's Budget Request for Personal Services in the Public Safety Corporate Fund for FY2018 reflected an **increase** of **\$1,389,376 (1.5%)** from **\$95,452,082** for FY2017 to **\$96,841,458**. The FY2018 Personal Services budget request, absorbed, at a minimum, \$1,171,657 in salaries and wages increased due to step and COLA increases.

In FY2017 the Clerk's Office had a total of **1,433.5** full-time equivalent (**FTE**) positions. This number has been reduced to **1,389.0** in FY2018, a decrease of **44.5 FTE positions**. The decrease in the number of positions is the net result of adding several positions transferred in from Special Purpose Funds and eliminating 62 positions for a total net reduction in salaries of \$3,134,714.

### **Contractual Services**

The Clerk's Office total Contractual Services Request has been decreased from **\$1,729,979** in FY2017 to **\$1,605,665** in FY2018, a net **decrease** of **\$124,314 (7.2%)**. This is mainly due to a decrease in postage of \$194,092.

### **Supplies and Materials**

The Clerk's Office total Supplies and Materials Request has been **decreased** from **\$454,233** in FY2017 to **\$434,786** in FY2018, a net **decrease** of **\$19,447 or (4.3%)**. This is mainly due to a decrease of **\$29,038** in Computer and Data Processing Supplies.

### Operations and Maintenance

The Clerk's Office total Operations and Maintenance Request has been **increased** from **\$3,343,131** in FY2017 to **\$6,440,054** in FY2018, a net **increase** of **\$3,096,923 (92.6%)**. This is primarily due to **\$1,841,603** increase in Working Capital for Maintenance of Data Processing Equipment, including \$1,515,211 Mainframe costs added for the first time by the County in FY2018, \$82,182 increase in software licensing costs, resulting from moving to Microsoft Office 365, and \$244,210 for Break and Fix contract. The account request also includes \$1,000,000 for Disaster Recovery, a project necessary to make the e-Record the official court record.

### Rental and Leasing

The Clerk's Office total Rental and Leasing has been **reduced** from **\$538,018** in FY 2017 to **\$282,972** in FY2018, a net **decrease** of **\$255,046 (47.4%)**. This is primarily due to \$250,000 for maintenance and technical support of rented IDMS software previously budgeted in the Corporate Fund that has been moved to the Document Storage Fund in FY2018 Budget Request.

### New/Replacement Capital Equipment Requests

FY2018 New/Replacement Capital Equipment Request for Corporate Fund is **\$9,175,783**. It includes \$8,601,783 for the new Case Management System, \$500,000 for the capital portion of the Disaster Recovery Project necessary for the e-Record Project, and \$74,000 for a 3-tier forklift, 8 shredders and 10 rotating shelves. There is no Court Automation Special Purpose Fund Capital Request for FY2018. FY2018 Document Storage Special Purpose Fund Capital Request is **\$42,000** for a 3-tier forklift.

## **GENERAL INFORMATION**

### **➤ Human Capital Improvement**

The Clerk's Office has continued to support continuous improvement and career development of its employees through investment in human capital. It understands that quality improvement in the level of employee skills, service and productivity are important in the successful execution of its programs, projects and services. For this reason, the skills of the employees of the Clerk of the Circuit Court are maintained and enhanced through effective training and development programs. Various employees attended several professional development conferences, educational symposia and seminars, such as those of the Government Finance Officers Association, Chicago Bar Association, Illinois Association of County Officials, Illinois Public Sector Labor Relations Law Conference, National Association for Court Management, National Association of Counties, Women's Bar Association, Society for Human Management, Chicago Bar Association and Illinois CPA Society, etc. About 3,448 hours of training were invested in Circuit Court employees and external stakeholders during the first two quarters of FY2017. Over 7,600 training hours are expected in FY2017 and about 12,000 training hours are anticipated in FY2018. Training demands for the new-generation CMS, e-Filing, basic computer training required for the time-keeping/risk management system and the need for customer service training for self-represented litigants will demand more training hours in FY2018. The Clerk's Office continues to cross-train its managers and supervisors as well as other staff to adequately perform various operational functions during periods of shortage of personnel. Efficient and effective management of the Clerk's Office will continue to be paramount in all of our activities.

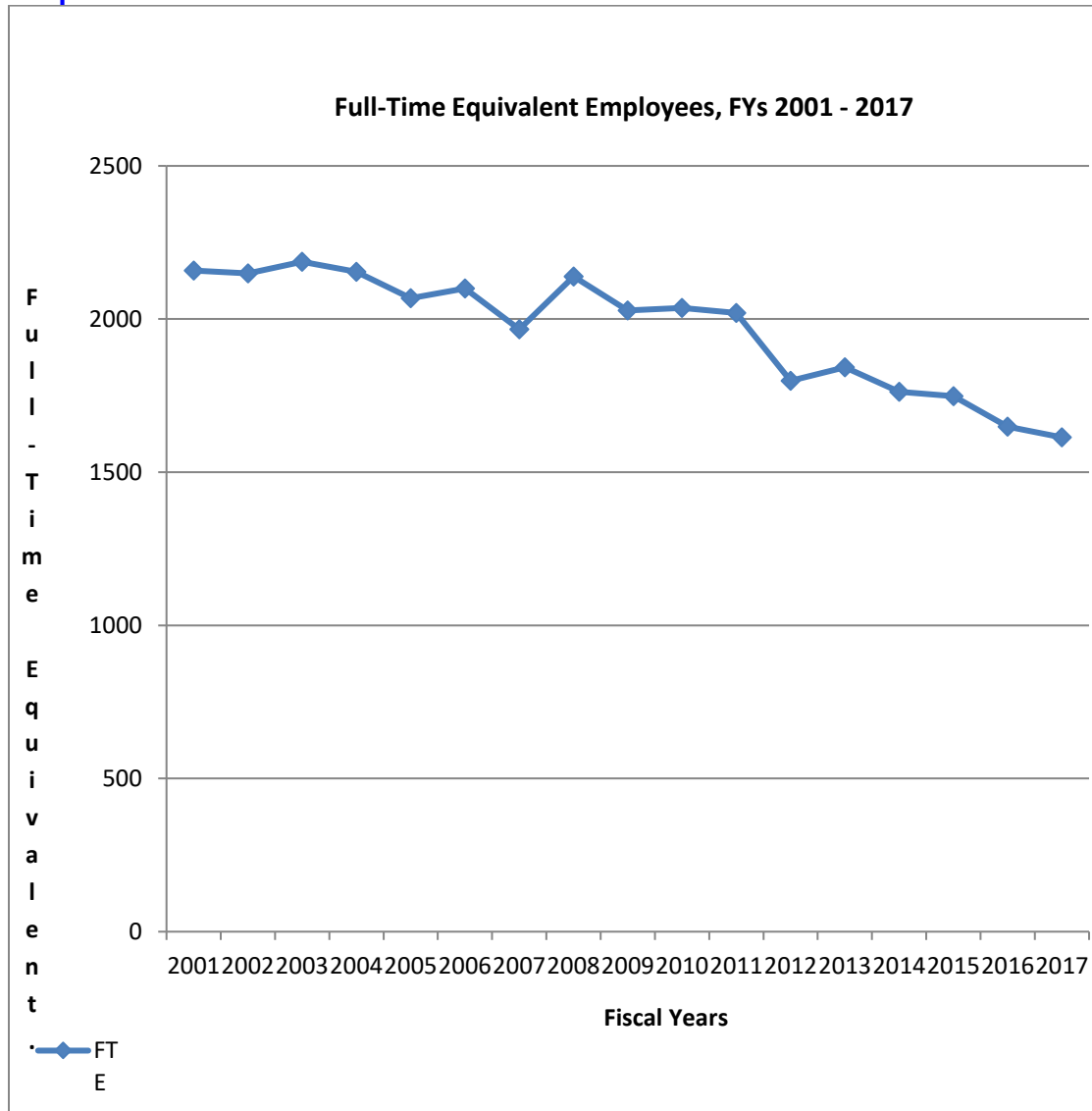
### **Full-Time Equivalent Employment FYs 2001 – 2017**

In FY2001 the Clerk's Office had 2,157.8 full-time equivalent (FTE) positions. During subsequent years, there were mainly decreases in the number of employees from 2,157.8 to 1,609.7 in FY2017 (a total decline of 548.1 FTE or approximately 25.4%). The declining trend of full-time equivalent employment in the Clerk's Office from FY 2001 through FY 2017 is depicted graphically below. This appreciable decline from FY2001 through FY 2017 of about 25.4% of total employment necessitated cross-training of employees and increased adoption and application of new technology and techniques due to increased workload. In spite of the continuously declining trend in full-time employment in the Clerk's Office, the Office has continually held its own in continuing to maintain high levels of performance with its hallmark of success in executing its statutory and mandatory responsibilities. It has continually raised the skill levels of its employees and line managers to enable them to take on more work and additional responsibilities.

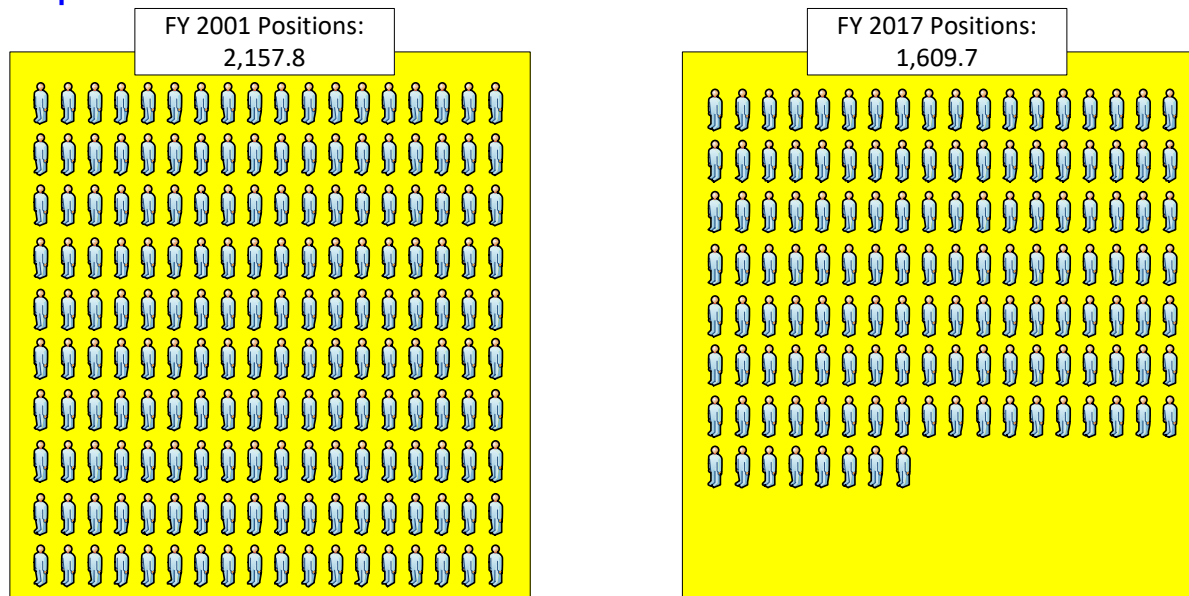
In order to continue to perform at the high level expected, the Clerk's Office has continually adopted innovative technology and emphasized efficiency wherever and whenever possible. Statutory requirements make it imperative that courtrooms be adequately staffed and there is need to continue to meet this mandate.



**Graph 1**



**Graph 2**



**Fig 2A**

**Fig 2B**

**Full-Time Equivalent Employment 2001 and 2017 (Scale: 1 Character = 12 FTE approx.)**

## **CLOSING REMARKS**

In spite of seemingly intractable fiscal constraints, pervasive budgetary restrictions and reductions in personnel within the last several years, the Clerk's Office has been innovative, and astute in resource management with outstanding results. We have operated with the full knowledge and understanding that the Office has to continually address budgetary and fiscal challenges, as well as the need for the implementation of new-generation technologies and techniques, and the need to address existing and future challenges. We have managed deep cuts with outstanding results. Our employees have continually adapted and extended themselves to deliver first-rate service without compromising our deep commitment to excellence.

We remain committed to the inherent obligations of the Clerk's Office and will continue to execute them faithfully, passionately and transparently, in spite of any constraints that may, from time to time, may tend to impact adversely on our court operations and critical functions. We have made several critical, difficult and unpleasant decisions and altered priorities for the sake of efficiency and cost savings. Though much work still remains to be done and many challenges still lie ahead, we have the resolve and commitment to continue to successfully operate a streamlined and competent Clerk's Office that is committed to continue to incorporate fiscal integrity, consummate internal control, transparency, efficiency, accountability and shared optimism.

While the challenges of today and tomorrow remain engaged and seem daunting, we remain steadfast, resolved, and unwavering in our commitment to continue to fulfill the statutory duties of the Clerk's Office as the keeper of court records and collector and distributor of revenue. We continue to maintain our vision of enhancing and helping to realize full access to justice and the rule of law in Cook County.

I, AS WELL AS MY ENTIRE STAFF LOOK FORWARD TO WORKING COLLABORATIVELY WITH PRESIDENT PRECKWINKLE, MEMBERS OF THE COOK COUNTY BOARD OF COMMISSIONERS, AND CHIEF JUDGE TIMOTHY EVANS, AS WE CONTINUE IN OUR EFFORTS TO HARNESS THE PROGRESS WE HAVE MADE TO DATE AND GIVE MORE ACCESS TO JUSTICE TO COOK COUNTY RESIDENTS AND OTHER STAKEHOLDERS OF THE COURT SYSTEM, TRANSPARENTLY, EFFECTIVELY AND EFFICIENTLY.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Dorothy Brown', is written over the typed name and title.

Dorothy Brown

Clerk of the Circuit Court

## BUREAU

BUREAU SUMMARY OF APPROPRIATIONS AND POSITIONS  
BUREAU DISTRIBUTION BY APPROPRIATION CLASSIFICATION

## DEPARTMENTS

DEPARTMENT OVERVIEW  
DEPARTMENT BUDGET  
DISTRIBUTION BY APPROPRIATION CLASSIFICATION  
PERSONAL SERVICES, SUMMARY OF POSITIONS  
SUMMARY OF POSITIONS BY GRADE

## CLERK OF THE CIRCUIT COURT

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**SUMMARY OF APPROPRIATIONS**

Department and Title	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Public Safety Fund</b>					
1335-Clerk Of Circuit Court Office Of Clerk	77,682,205	101,517,443	108,846,648	105,604,935	4,087,492
<b>Public Safety Fund Total</b>	<b>\$77,682,205</b>	<b>\$101,517,443</b>	<b>\$108,846,648</b>	<b>\$105,604,935</b>	<b>\$4,087,492</b>
<b>General Funds Total</b>	<b>\$77,682,205</b>	<b>\$101,517,443</b>	<b>\$108,846,648</b>	<b>\$105,604,935</b>	<b>\$4,087,492</b>
<b>Special Purpose Funds</b>					
11258-Clerk Circuit Court Administrative	574,647	739,048	790,120	713,337	(25,711)
11269-Circuit Court Electronic Citation	-	250,000	250,000	250,000	0
11318-Circuit Court Document Storage	5,871,676	8,687,391	7,873,659	8,056,236	(631,155)
11320-Circuit Court Automation	7,079,730	9,900,042	9,524,527	9,534,908	(365,134)
<b>Special Purpose Funds Total</b>	<b>\$13,526,053</b>	<b>\$19,576,481</b>	<b>\$18,438,305</b>	<b>\$18,554,482</b>	<b>\$(1,021,999)</b>
<b>Special Revenue Fund Total</b>	<b>\$13,526,053</b>	<b>\$19,576,481</b>	<b>\$18,438,305</b>	<b>\$18,554,482</b>	<b>\$(1,021,999)</b>
<b>Restricted</b>					
G53470-Grant: 2018 Child Support Enforce	-	-	1,781,894	1,781,894	1,781,894
G53471-Grant: 2017 Child Support Enforce	234,107	1,736,748	1,002,953	1,002,953	(733,795)
<b>Restricted Total</b>	<b>\$234,107</b>	<b>\$1,736,748</b>	<b>\$2,784,847</b>	<b>\$2,784,847</b>	<b>\$1,048,099</b>
<b>Total Appropriations</b>	<b>\$91,442,364</b>	<b>\$122,830,672</b>	<b>\$130,069,800</b>	<b>\$126,944,263</b>	<b>\$4,113,591</b>



**SUMMARY OF POSITIONS**

Department and Title	2017 Approved Positions	Department Request	President's Recommendation	Difference
<b>Public Safety Fund</b>				
1335-Clerk Of Circuit Court Office Of Clerk	1,433.5	1,453.8	1,389.0	(44.6)
<b>Public Safety Fund Total</b>	<b>1,433.5</b>	<b>1,453.8</b>	<b>1,389.0</b>	<b>(44.6)</b>
<b>General Funds Total</b>	<b>1,433.5</b>	<b>1,453.8</b>	<b>1,389.0</b>	<b>(44.6)</b>
<b>Special Purpose Funds</b>				
11258-Clerk Circuit Court Administrative	9.0	10.0	9.0	-
11318-Circuit Court Document Storage	87.0	76.7	75.6	(11.4)
11320-Circuit Court Automation	80.2	64.5	64.5	(15.7)
<b>Special Purpose Funds Total</b>	<b>176.2</b>	<b>151.2</b>	<b>149.1</b>	<b>(27.2)</b>
<b>Special Revenue Fund Total</b>	<b>176.2</b>	<b>151.2</b>	<b>149.1</b>	<b>(27.2)</b>
<b>Restricted</b>				
G53470-Grant: 2018 Child Support Enforce	-	16.6	15.6	15.6
<b>Restricted Total</b>	<b>-</b>	<b>16.6</b>	<b>15.6</b>	<b>15.6</b>
<b>Total Positions</b>	<b>1,609.7</b>	<b>1,621.6</b>	<b>1,553.6</b>	<b>(56.1)</b>

## DISTRIBUTION BY APPROPRIATION CLASSIFICATION

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
501006-Sal/Wag Of Reg Employees	55,725,415	73,512,004	78,489,668	75,715,562	2,203,558
501165-Planned Salary Adjustment	8,064	88,521	88,828	88,828	307
501210-Planned Overtime Compensation	623,489	649,000	500,000	500,000	(149,000)
501225-Planned Benefit Adjustment	28,800	28,800	27,200	27,200	(1,600)
501510-Mandatory Medicare Cost	749,853	1,105,450	1,190,293	1,148,220	42,770
501540-Workers' Compensation	208,450	250,151	356,849	356,849	106,698
501585-Insurance Benefits	16,459,210	19,752,349	18,924,535	18,924,535	(827,814)
501765-Professional Develop/Fees	41,121	47,969	62,263	62,263	14,294
501835-Transp And Travel Expenses	10,260	17,838	18,000	18,000	162
<b>Personal Services Total</b>	<b>73,854,661</b>	<b>95,452,082</b>	<b>99,657,636</b>	<b>96,841,457</b>	<b>1,389,375</b>
<b>Contractual Service</b>					
520029-Armored Car Service	32,174	63,050	65,000	65,000	1,950
520149-Communication Services	1,622	13,428	13,535	13,535	107
520259-Postage	330,431	758,557	650,000	564,465	(194,092)
520485-Graphics And Reproduction Svcs	121,185	491,000	568,465	493,465	2,465
520609-Advertising And Promotions	131,457	223,100	230,000	230,000	6,900
520725-Loss And Valuation	17,035	25,000	25,000	25,000	0
520825-Professional Services	4,995	15,000	15,000	15,000	0
521005-Professional Legal Expenses	31,374	140,844	274,200	199,200	58,356
<b>Contractual Service Total</b>	<b>670,272</b>	<b>1,729,979</b>	<b>1,841,200</b>	<b>1,605,665</b>	<b>(124,314)</b>
<b>Supplies &amp; Materials</b>					
530600-Office Supplies	167,897	242,500	256,300	256,300	13,800
530635-Books, Periodicals And Publish	92,013	211,733	178,486	178,486	(33,247)
<b>Supplies &amp; Materials Total</b>	<b>259,911</b>	<b>454,233</b>	<b>434,786</b>	<b>434,786</b>	<b>(19,447)</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	120,657	307,135	3,635,711	3,445,711	3,138,576
540245-Automotive Operation And Maint	2,578	4,850	5,000	5,000	150
540345-Property Maint And Operations	2,508,772	3,031,146	2,989,343	2,989,343	(41,803)
<b>Operations &amp; Maintenance Total</b>	<b>2,632,007</b>	<b>3,343,131</b>	<b>6,630,054</b>	<b>6,440,054</b>	<b>3,096,923</b>
<b>Rental &amp; Leasing</b>					
550005-Office And Data Proc Equip Rental	91,635	347,042	96,672	96,672	(250,370)
550029-Countywide Office And Data Proc Equip Rental	184,976	184,976	180,300	180,300	(4,676)
550129-Facility And Office Space Rental	(11,258)	6,000	6,000	6,000	0
<b>Rental &amp; Leasing Total</b>	<b>265,353</b>	<b>538,018</b>	<b>282,972</b>	<b>282,972</b>	<b>(255,046)</b>
<b>Operating Funds Total</b>	<b>77,682,205</b>	<b>101,517,443</b>	<b>108,846,648</b>	<b>105,604,935</b>	<b>4,087,492</b>

# CLERK OF THE CIRCUIT COURT

## SPECIAL PURPOSE FUNDS

# EXECUTIVE BUDGET RECOMMENDATION VOLUME 2

### DISTRIBUTION BY APPROPRIATION CLASSIFICATION

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
501006-Sal/Wag Of Reg Employees	8,110,805	11,263,506	9,338,424	9,265,655	(1,997,851)
501165-Planned Salary Adjustment	8,328	16,000	45,672	45,672	29,672
501210-Planned Overtime Compensation	99,164	10,000	-	-	(10,000)
501225-Planned Benefit Adjustment	1,137,075	1,516,100	1,306,116	1,306,116	(209,984)
501510-Mandatory Medicare Cost	113,184	163,703	139,595	138,540	(25,163)
501585-Insurance Benefits	2,154,290	2,585,224	2,481,541	2,481,541	(103,683)
501765-Professional Develop/Fees	9,360	33,432	33,455	33,455	23
501835-Transp And Travel Expenses	1,400	11,167	11,167	11,167	0
<b>Personal Services Total</b>	<b>11,633,606</b>	<b>15,599,132</b>	<b>13,355,970</b>	<b>13,282,146</b>	<b>(2,316,986)</b>
<b>Contractual Service</b>					
520149-Communication Services	-	-	441	441	441
520485-Graphics And Reproduction Svcs	500,241	677,250	650,000	650,000	(27,250)
520825-Professional Services	230,395	567,000	82,000	82,000	(485,000)
521530-Non-Capitalizable Project Service Costs	-	-	1,183,354	1,183,354	1,183,354
<b>Contractual Service Total</b>	<b>730,636</b>	<b>1,244,250</b>	<b>1,915,795</b>	<b>1,915,795</b>	<b>671,545</b>
<b>Supplies &amp; Materials</b>					
530100-Wearing Apparel	-	4,850	15,000	15,000	10,150
530600-Office Supplies	28,138	78,194	378,194	378,194	300,000
530635-Books, Periodicals And Publish	260,971	325,450	748,400	748,400	422,950
530700-Multimedia Supplies	-	43,650	33,650	33,650	(10,000)
<b>Supplies &amp; Materials Total</b>	<b>289,108</b>	<b>452,144</b>	<b>1,175,244</b>	<b>1,175,244</b>	<b>723,100</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	516,601	1,411,315	879,990	1,069,990	(341,325)
540245-Automotive Operation And Maint	7,287	50,440	52,530	52,530	2,090
<b>Operations &amp; Maintenance Total</b>	<b>523,888</b>	<b>1,461,755</b>	<b>932,520</b>	<b>1,122,520</b>	<b>(339,235)</b>
<b>Rental &amp; Leasing</b>					
550005-Office And Data Proc Equip Rental	341,781	387,897	804,897	804,897	417,000
550129-Facility And Office Space Rental	2,765	3,880	3,880	3,880	0
<b>Rental &amp; Leasing Total</b>	<b>344,546</b>	<b>391,777</b>	<b>808,777</b>	<b>808,777</b>	<b>417,000</b>
<b>Capital Equipment and Improvements</b>					
560220-Computer Equipment	4,268	250,000	250,000	250,000	0
560350-Capital Equipment	-	177,423	0	0	(177,423)
<b>Capital Equipment and Improvements Total</b>	<b>4,268</b>	<b>427,423</b>	<b>250,000</b>	<b>250,000</b>	<b>(177,423)</b>
<b>Operating Funds Total</b>	<b>13,526,053</b>	<b>19,576,481</b>	<b>18,438,305</b>	<b>18,554,482</b>	<b>(1,021,999)</b>

## MISSION

It is the mission of the Clerk of the Circuit Court of Cook County to serve the citizens of Cook County and the participants in the judicial system in an efficient, effective and ethical manner. All services, information and court records are provided with courtesy and cost efficiency.

## MANDATES

Mandated by Illinois Compiled Statutes (705 ILCS 105) to attend court sessions and to make, keep and preserve complete records of all the proceedings and determinations thereof.

Mandated by Illinois Compiled Statutes to collect and disburse all fines, fees and costs for the Circuit Court (705 ILCS 105/27.2a) as governed by the Illinois Clerks of Court Act (705 ILCS 105).

Under the Illinois Constitution, the Clerk of the Circuit Court is a part of the judicial branch of State government and is the official record keeper of all judicial matters in the court system.

As mandated by the Illinois Constitution, the Clerk of the Circuit Court of Cook County is the custodian and ex-officio of the Circuit Court Clerk Electronic Citation Fund. The mandate requires the Clerk of Court to use the Fund for establishing and maintaining electronic citations (705 ILCS 105/27.3e).

## KEY ACTIVITIES AND SERVICES

- Preserves and maintains all court files and papers. These records include, but are not limited to, criminal felony and misdemeanor, civil, family law, probate, juvenile and traffic cases.
- Provides court services to more than 400 judges who preside over criminal, civil, juvenile and traffic cases originating in Chicago and Suburban Cook County.
- Deploys electronic tools, such as electronic case management and docket systems, document imaging and e-filing mechanisms to enable the Clerk's Office to elevate employee effectiveness, proficiency and efficiency in customer service.

Program	2018 FTE	2018 Expenses
13945-Finance	68.4	4,417,441
11295-Cashier	74.4	3,751,713
11665-Civil Appeals	26.9	1,268,010
12520-Customer Service	213.6	10,839,738
12580-Data Entry Section	202.0	10,333,405
14250-General Counsel	6.5	540,144
14915-Human Resources	17.0	1,399,547
15050-Information Technology	66.5	5,359,039
15110-Inspector General	10.6	815,894
15220-Investigations	0.3	15,515
18365-Public Information	4.0	309,619
18695-Records Retention	78.1	3,916,630
35025-Bond and Warrant Processing	35.0	1,833,422
35100-Court Filings	72.6	3,513,747
35105-Court Operations Management	199.0	14,172,804
35110-Courtroom Clerks, Calls and Services	361.0	20,719,416
35220-Expungement and DUIs	11.9	588,142
35390-Orders of Protection	13.9	691,900
35460-Public Policy	15.0	1,245,503
35505-Scanning	61.3	3,104,930

- Serves stakeholders by responding to public inquiries, providing certified copies and mailings, retrieving court files on-site and off-site, providing copies of court documents for the public and for internal customers, and providing court and administrative services for internal and external customers of the Circuit Court of Cook County.
- Manages Court records throughout the Circuit Court. Collectively, the varying units are responsible for all records management services in the Circuit Court: active file storage and cataloging, retention of records, inactive file management, evidence indexing and storage, transportation of files and reproduction and permanent retention of Court documents.

### 12520 - CUSTOMER SERVICE

Serves the public by answering public inquiries, such as certification of official court records and mailings, pulling up files on-site and off-site, answering telephone inquiries, mailing out documents and handling mail requests, performs name checks, trust fund inquiries, counter service and accepting passport applications, etc.

### 12580 - DATA ENTRY SECTION

Responsible for the data entry of court activities into the electronic case management system.

### 35100 - COURT FILINGS

Reviews, processes and accepts both manual and electronic filing, and attends to fee and no-fee filing customers.

### 35505 - SCANNING

Scans court documents using the Imaging and Document Management System (IDMS) solution in the departments.

# 1335 CLERK OF THE CIRCUIT COURT OFFICE OF THE CLERK

## 11665 - CIVIL APPEALS

Handles civil appeals filings along with the preparation of records on appeal.

## 35110 - COURTROOM CLERKS, CALLS AND SERVICES

Attends all daily court sessions, makes available to the judges, attorneys, and parties to a case, within the court room, all documents associated with a case and accepts all court filings of court orders. The court clerks either enter court orders into the electronic case management system or forward them for entering by data entry operators.

## 35390 - ORDERS OF PROTECTION

Handles the filings and activities related to orders of protection, including domestic violence cases.

## 35220 - EXPUNGEMENT AND DUIS

Assists individuals who wish to have their criminal misdemeanor or traffic conviction cases sealed and/or expunged. Handles cases, such as DUI, that are not expungable.

## 35025 - BOND AND WARRANT PROCESSING

Processes bonds and warrants initiated by court orders.

## 11295 - CASHIER

Collects all fines, fees and costs as ordered by the court.

## 35105 - COURT OPERATIONS MANAGEMENT

Directs and supervises employees working in various Court Operation programs, such as Cashiering, Data Entry, Scanning, e-filing, Orders of Protection, Court Clerks, Appeals, Expungement and Bond and Warrants. Manage Court Clerks activities related to running 405 Courtrooms.

## 14915 - HUMAN RESOURCES

Handles all personnel services and human resources management, which includes policy maintenance and enforcement, facilitation of benefits administration, employment law legal research and compliance, staff training and development, and labor relations.

## 14250 - GENERAL COUNSEL

Ensures monitoring, implementation of, and compliance with applicable laws, rules and policies. Handles arbitrations and grievances in order to avoid potentially expensive litigation.

## 13945 - FINANCE

Performs activities pertaining to accounting, auditing, payroll, time-keeping, budgeting and procurement. Responsible for revenue collections and disbursements in accordance with statutes.

## 15110 - INSPECTOR GENERAL

Supervises investigations in areas related to fraud or abuse of services and personnel-related as warranted. Manages security and administrative functions.

## 15050 - INFORMATION TECHNOLOGY

Engages in data dissemination, application as well as hardware and software development and programming.

## 13610 - EXECUTIVE OFFICE

Administer the implementation of the Clerk's Office Policies, Procedures and Compliance. Review operating practices and implement improvements. Create strategic plans envisioning future improvement in matters related to keeping court records. Handle intergovernmental affairs liaison to State and County.

## 18365 - PUBLIC INFORMATION

Respond to media record requests and outreach to the public regarding Clerk of the Circuit Court's services.

## 18695 - RECORDS RETENTION

Collects, maintains and makes available the non-current records created by the court system.

## DISCUSSION OF 2017 DEPARTMENT AND PROGRAM OUTCOMES

**Court Operations - Data Entry:** Data entered approximately 7 million case activities during the first two quarters of FY2017. At the end of FY2017, we expect to process over 13.8 million case activities and about 12.0 million case activities in FY2018, with 2 million due to e-filing.

**Court Operations - Filing, e-Filing, Bulk Filing:** During the first two quarters of FY2017, there was a total of 145,917 e-filings and we expect over 300,000 e-filings by the end of FY2017 and over 600,000 e-filings in FY2018. Mandatory e-Filing for all civil case types will commence on January 1, 2018. E-Filing provides continuous access online 24/7, available to attorneys and pro se litigants, bringing about minimization of redundant paper work and cost savings in time and transportation cost.

**Court Operations - Scanning:** Through the first two quarters of FY2017, 248 million cumulative images, from the inception of the system, were scanned via the IDMS solution. By the end of FY2017, we project that the number of scanned images will be about 270 million and over 310 million cumulative images through FY2018.

**Court Operations - Civil Appeals Preparation and Arbitration:** During the first two quarters of FY2017, 1,032 civil appeals cases were handled. We expect to process over 2,100 civil appeals cases during FY2017 and in excess of 2,200 in FY2018 with about 98% of appeals processed timely.

**Court Operations - Expungement and DUI:** In the first two quarters of FY2017, 8,810 expungement cases were filed and we expect 14,000 expungement case filings in FY2017 and over 15,000 expungement filings in FY2018.

**Human Resources:** About 3,448 hours of training were conducted for the Clerk of the Circuit Court employees and external stakeholders during the first two quarters of FY2017. Over 7,600 training hours are



Appropriations (\$ thousands)			
Fund Category	2016 Adopted	2017 Adjusted Appropriation	2018 Recommended
Public Safety Fund	82,643	101,517	105,605
Special Purpose Funds	20,462	19,576	18,554
	<b>Adopted</b>	<b>Adjusted Appropriation</b>	<b>Recommended</b>
FTE Positions	1,648.2	1,609.7	1,538.0

expected in FY2017 and about 12,000 training hours are anticipated in FY2018. The increase in training is due to training demands for attorneys and pro se litigants necessitated by mandatory e-Filing starting January 1, 2018. Training demands for the new-generation case management system, basic computer training required for the time-keeping/risk management system and the need for customer service training for self-represented litigants will demand additional training hours in FY2018.

**Electronic Ticketing (e-Tickets):** e-Tickets allow Cook County law enforcement agencies to issue tickets and process data at traffic stops as well as allow judges to view tickets online. It also enhances data integrity and eliminates data redundancy. In FY2018, we hope to receive grant funding to assist the Chicago Police Department and many of the other suburban law enforcement agencies to adopt e-Tickets. Expansion of this program will depend on the availability of funding.

**E-Plea (E-Pay/E-Guilty) and Payment of Traffic Fines Online:** The E-Plea application has accelerated the collection of online traffic payments from individuals who opt to plead guilty and pay online rather than come to the courthouse. Acceptance of electronic guilty pleas and online credit card payments has enhanced disposition of court diversion-eligible traffic citations, reduced the amount of paper work as well as the amount of file storage space needed. As of June 29, 2017, there has been a total of over 391,000 e-Plea online transactions since the program's inception, comprised mainly of traffic safety school requests and guilty pleas. Since the inception of the e-Plea program, the Clerk's Office has collected over \$47.1 million from electronic pleas of guilty through this medium. E-Plea has enhanced revenue collection and has provided desirable convenience for Cook County residents and other court users. In 2018, we plan to expand the use of collecting traffic ticket fines online to include all traffic ticket fines owed.

## BUDGET, COST ANALYSIS AND 2018 STRATEGIC INITIATIVES AND GOALS

The fiscal budget of the Clerk's Office normally goes up due to increases in personnel related costs. Salaries and related benefits go up every year due to collective bargaining agreements with the unions and collateral raises for non-union employees.

In FY2017, the major initiative has been the four-year new-generation case management system for civil, traffic, juvenile, child protection, domestic violence and criminal areas of law. The system project will

open a new frontier in technology in the Clerk's Office. It will eliminate the use of the 40-year old mainframe legacy system and leverage advanced technology to improve the efficiency of court operations, reduce costs, improve customer service and enhance information access. The first "Go Live" will be in our County Division in 2018, followed by Criminal, Civil and Traffic areas of law.

E-Filing has continued to remain one of the foremost areas of emphasis in the Clerk's office. It enables court users to file their cases and send responses on litigation matters from the comfort of their homes or office. It has been beneficial in terms of reduced transportation costs to attorneys and pro se litigants. In addition to mitigating congestion it will shorten cashing lines. The Clerk's Office expects a considerable expansion in e-Filing in FY2018 due to the requirement of mandatory e-Filing in the civil areas of law effective January 1, 2018.

- **Electronic Filing (e-Filing) Expansion:** On January 1, 2018, e-Filing will be mandatory for all civil areas of law. The number of e-filed documents during the first two quarters of FY2017 was 145,917. E-Filers are expected to grow from 43,196 users in June 2017 to about \$100,000 users in FY2018. Attorneys and pro se users of the system will benefit from e-Filing from their homes and offices instead of visiting our offices to conduct their business. As a result, the Clerk's Office will be engaged in new program activities and services such as e-Filing Registration, e-Filing Customer Service, Pro Se Assistance Help Desk, e-Filing Accept and Reject Team, Court Plus Team, Back Scanning Team and a Printing Team. These are areas where our employees will be re-allocated to perform these new functions.
- **The Case Management System:** The new generation case management system will serve civil, traffic, juvenile, child protection, domestic violence and criminal areas of law. It will eliminate the use of the old mainframe legacy system. It will leverage advanced technology to improve the efficiency of court operations, reduce costs, improve customer service and enhance information access offered to the public. In FY2018, we expect to have about 900,000 cases filed, resulting in about 15 million case activities. In FY2017, the MIS Bureau started working on the four-year implementation of the new case management system after a comprehensive needs analysis and the selection of a vendor through the procurement process. The system will be leveraged to streamline existing workflow and drive operational efficiency across all areas. The four-year implementation schedule includes first "Go Live" in County Division (the project's pilot rollout) slated for early 2018, followed by Criminal, e-Citation Rollout, Civil, Family and Traffic units. The case management system will be a technological asset to the Clerk's Office.

- **Imaging and Document Management System (IDMS):** The Clerk of the Circuit Court has been able to eliminate multiple handling of documents via IDMS solution. IDMS enables court records to be imaged at the time of filing and managed in a document repository. Cumulatively, over 228 million images were scanned through FY2016. Through the first two quarters of FY2017, over 248 million cumulative images were scanned. It is expected that over 270 million images will be scanned cumulatively by the end of FY2017 and over 310 million images by the end of FY2018.
- **The Cicero Records Center Consolidation:** Our Office has continued to consolidate all record-keeping storage from three warehouse locations to the convenient Cicero Records Center. Consolidation into one location has brought about savings in document transportation and overhead costs in addition to bringing about efficiency and effectiveness from back scanning of documents of cases that have not been scanned.
- **File Operating Procedure:** OnBase will remain the Standard File Room Operating Procedures (SFRP) and will continue to enable the tracking of all file locations at all times to essentially eliminate or minimize potential file loss.
- **Collect and Defray Incurred Expenses:** In 2017 The Administrative Fund was used by the Clerk of the Circuit Court to offset the expenses incurred in performing the additional duties required to collect and disburse funds to entities of State and Local Governments. The Clerk's Office will continue to do so in 2018, while emphasizing transparency, integrity and cost-effectiveness as the custodian of the fund. During FY2017, the Clerk's Office is working on a cashier software upgrade and will complete this project in FY2018. Increased efficiency will result from the upgrade.
- **E-Commerce:** The introduction of e-Commerce (on-line payment system) into the Clerk's Office will allow court users the opportunity to make payments for fines, fees, costs and penalties for all areas of law on the Clerk of Courts' website. We anticipate offering this new service to our customers towards the latter part of FY2018.
- **Collect Electronic Citation Fund:** In FY2017, the Clerk's Office collected for the Electronic Citation Fund and acted as Fund custodian and will continue to do so in FY2018. It will also continue to put emphasis on cost-effectiveness and transparency in its collection and disbursement efforts.

Performance Metric Name	2016 Year End Actual	2017 Q1 Actual	2017 Q2 Actual	2017 Year End Projection	2017 Year End Target	2018 Year End Target
<b>Court Operations - Scanning (IDMS) Program Output Metric</b>						
Lifetime scanned images (millions)	228	238	248	270	270	310
<b>Human Resources Output Metric</b>						
Training hours of employees and outside attendees	7,626	1,637	1,811	7,600	7,600	12,000
<b>Court Operations-Expungement Output Metric</b>						
Expungement cases filed	7,851	3,596	5,214	14,000	14,000	15,000
<b>Human Resources Output Metric</b>						
Training hours of employees and outside attendees	7,626	1,637	1,811	7,600	7,600	1,200
<b>Court Operations-Expungement Output Metric</b>						
Expungement cases filed	7,851	3,596	5,214	14,000	14,000	15,000
<b>Court Operations-Filing/E-Filing/Bulk Filing Program Efficiency Metric</b>						
Average number of documents E-filed per employee	974	411	448	1,608	1,653	2,755
<b>Court Operations-Data Entry Efficiency Metric</b>						
Average number of documents E-filed per employee	974	411	448	1,608	1,653	2,755
<b>Court Operations-Data Entry Efficiency Metric</b>						
Average number of case activities per employee	75,274	16,301	18,143	74,776	74,776	73,500
<b>Court Operations-Civil Appeals &amp; Arbitration Outcome Metric</b>						
Civil Appeal case document requests processed timely as a Percentage of total cases processed	98%	96%	96%	98%	98%	98%
<b>Court Operations-Civil Appeals &amp; Arbitration Outcome Metric</b>						
Civil Appeal case document requests processed timely as a Percentage of total cases processed	98%	96%	96%	98%	98%	98%
<b>Records Retention Outcome Metric</b>						
Boxes relocated to the Cicero Center as a percentage of total boxes to be relocated (percentage is cumulative)	44%	13.5%	15.5%	99%	100%	0%
<b>Zero Based Budget Metric</b>						
Salary and wages per new case filed	\$77.40	\$90.08	\$73.30	\$80.83	\$75.52	\$82.35

**DISTRIBUTION BY APPROPRIATION CLASSIFICATION**

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501765-Professional Develop/Fees	41,121	47,969	62,263	62,263	14,294
501835-Transp And Travel Expenses	10,260	17,838	18,000	18,000	162
<b>Personal Services Total</b>	<b>73,854,661</b>	<b>95,452,082</b>	<b>99,657,636</b>	<b>96,841,457</b>	<b>1,389,375</b>
<b>Contractual Service</b>					
520029-Armored Car Service	32,174	63,050	65,000	65,000	1,950
520149-Communication Services	1,622	13,428	13,535	13,535	107
520259-Postage	330,431	758,557	650,000	564,465	(194,092)
520485-Graphics And Reproduction Svcs	121,185	491,000	568,465	493,465	2,465
520609-Advertising And Promotions	131,457	223,100	230,000	230,000	6,900
520725-Loss And Valuation	17,035	25,000	25,000	25,000	0
520825-Professional Services	4,995	15,000	15,000	15,000	0
521005-Professional Legal Expenses	31,374	140,844	274,200	199,200	58,356
<b>Contractual Service Total</b>	<b>670,272</b>	<b>1,729,979</b>	<b>1,841,200</b>	<b>1,605,665</b>	<b>(124,314)</b>
<b>Supplies &amp; Materials</b>					
530600-Office Supplies	167,897	242,500	256,300	256,300	13,800
530635-Books, Periodicals And Publish	92,013	211,733	178,486	178,486	(33,247)
<b>Supplies &amp; Materials Total</b>	<b>259,911</b>	<b>454,233</b>	<b>434,786</b>	<b>434,786</b>	<b>(19,447)</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	120,657	307,135	3,635,711	3,445,711	3,138,576
540245-Automotive Operation And Maint	2,578	4,850	5,000	5,000	150
540345-Property Maint And Operations	2,508,772	3,031,146	2,989,343	2,989,343	(41,803)
<b>Operations &amp; Maintenance Total</b>	<b>2,632,007</b>	<b>3,343,131</b>	<b>6,630,054</b>	<b>6,440,054</b>	<b>3,096,923</b>
<b>Rental &amp; Leasing</b>					
550005-Office And Data Proc Equip Rental	91,635	347,042	96,672	96,672	(250,370)
550029-Countywide Office And Data Proc Equip Rental	184,976	184,976	180,300	180,300	(4,676)
550129-Facility And Office Space Rental	(11,258)	6,000	6,000	6,000	0
<b>Rental &amp; Leasing Total</b>	<b>265,353</b>	<b>538,018</b>	<b>282,972</b>	<b>282,972</b>	<b>(255,046)</b>
<b>Operating Funds Total</b>	<b>77,682,205</b>	<b>101,517,443</b>	<b>108,846,648</b>	<b>105,604,935</b>	<b>4,087,492</b>

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
13945-Finance							
0120-Chief Financial Officer	24	-	-	1.0	121,441	1.0	121,441
0141-Accountant I	11	-	-	1.4	68,727	1.4	68,727
0142-Accountant II	13	-	-	5.0	294,512	5.0	294,512
0174-Bookkeeper IV	14	-	-	1.0	63,688	1.0	63,688
0202-Budget Analyst II	17	-	-	1.0	75,685	1.0	75,685
0739-Labor Relations Analyst	16	-	-	1.0	68,842	1.0	68,842
0907-Clerk V	11	-	-	0.1	2,436	-	-
4220-Clerk IV, Senior Courts	10	-	-	4.0	170,348	4.0	170,348
5486-Assistant Chief Deputy Clerk I	20	-	-	1.0	83,060	1.0	83,060
5488-Assistant Chief Deputy Clk III	22	-	-	1.0	99,815	1.0	99,815
5496-Chief Deputy Clerk III	22	-	-	1.0	117,976	1.0	117,976
5497-Chief Deputy Clerk IV	23	-	-	2.0	237,301	2.0	237,301
5534-Assistant Manager III-CCC	14	-	-	1.0	59,296	1.0	59,296
5535-Assistant Manager IV-CCC	15	-	-	1.0	59,420	1.0	59,420
5537-Time Auditor I	10	-	-	1.0	40,169	1.0	40,169
5539-Payroll Specialist III	12	-	-	1.0	50,297	1.0	50,297
5540-Purchasing Specialist III	12	-	-	1.0	32,908	-	-
5543-Data Auditor III	12	-	-	1.0	47,951	1.0	47,951
5544-General Office Assistant I	10	-	-	3.0	116,542	2.0	87,928
5545-General Office Assistant III	11	-	-	1.0	49,535	1.0	49,535
5596-Assistant Comptroller-CCC	22	-	-	2.0	162,484	2.0	162,484
5623-Financial Room Clerk III CCC	11	-	-	1.0	51,662	1.0	51,662
5635-Accountant I Senior CCC	12	-	-	4.0	220,078	3.0	166,165
5636-Accountant II Senior CCC	14	-	-	2.0	127,375	2.0	127,375
5674-Accountant III-CCC	14	-	-	1.0	59,869	1.0	59,869
5675-Accountant IV-CCC	15	-	-	1.0	51,056	1.0	51,056
5676-Accountant V-CCC	16	-	-	1.0	70,227	1.0	70,227
5682-Timekeeper Admin Asst III CCC	16	-	-	1.0	51,900	1.0	51,900
5684-Assistant Manager V CCC	16	-	-	2.0	112,978	2.0	112,978
5743-Manager II-CCC	15	-	-	1.0	57,425	1.0	57,425
5744-Manager III-CCC	16	-	-	1.0	68,078	1.0	68,078
5745-Manager IV-CCC	17	-	-	2.0	127,803	2.0	127,803
5746-Manager V-CCC	18	-	-	2.0	137,099	2.0	137,099
5747-Manager VI-CCC	19	-	-	1.0	88,783	1.0	88,783
5748-Manager VII-CCC	20	-	-	1.0	88,783	1.0	88,783
5774-Procurement Analyst I-CCC	14	-	-	1.0	53,894	1.0	53,894
5775-Procurement Analyst III-CCC	16	-	-	1.0	59,760	1.0	59,760
5776-Procurement Analyst IV-CCC	17	-	-	1.0	71,160	1.0	71,160
5777-Procurement Specialist VI-CCC	20	-	-	1.0	85,574	1.0	85,574
5779-Dir of Decision Support	24	-	-	1.0	59,869	1.0	59,869
5802-Administrative Support VI	18	-	-	1.0	79,468	1.0	79,468
5807-Bookkeeper VIII-CCC	16	-	-	4.0	267,818	4.0	267,818
		-	-	62.4	\$4,013,087	59.4	\$3,895,216
10550-Appeals							
0046-Admin Assistant I	12	3.0	162,926	-	-	-	-
0907-Clerk V	11	1.0	48,771	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	44,571	-	-	-	-
4220-Clerk IV, Senior Courts	10	2.0	87,946	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	116,226	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	113,409	-	-	-	-
5544-General Office Assistant I	10	1.0	46,191	-	-	-	-
5545-General Office Assistant III	11	1.0	46,334	-	-	-	-



**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
<b>10680-Audit Services</b>		<b>11.0</b>	<b>\$666,374</b>	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	36,089	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	44,571	-	-	-	-
5542-Data Auditor I	10	0.0	1	-	-	-	-
5544-General Office Assistant I	10	1.0	44,251	-	-	-	-
5743-Manager II-CCC	15	1.0	51,080	-	-	-	-
		<b>4.0</b>	<b>\$175,992</b>	-	-	-	-
<b>10705-Automation Unit</b>							
0907-Clerk V	11	1.0	51,207	-	-	-	-
4804-File Manager III	16	1.0	70,831	-	-	-	-
5535-Assistant Manager IV-CCC	15	1.0	45,280	-	-	-	-
5744-Manager III-CCC	16	2.0	129,885	-	-	-	-
5745-Manager IV-CCC	17	1.0	64,508	-	-	-	-
5746-Manager V-CCC	18	1.0	66,376	-	-	-	-
		<b>7.0</b>	<b>\$428,087</b>	-	-	-	-
<b>11295-Cashier</b>							
0141-Accountant I	11	-	-	0.1	4,868	0.1	4,868
0174-Bookkeeper IV	14	-	-	0.2	12,738	0.2	12,738
0227-Cashier II	10	-	-	31.6	1,345,653	29.6	1,277,408
0228-Cashier III	12	-	-	7.1	360,666	6.1	321,460
0907-Clerk V	11	-	-	1.2	60,965	1.1	56,093
0955-Data Entry Operator III	11	-	-	0.1	2,463	0.1	2,463
4210-Data Entry Oper II, Sr Courts	10	-	-	0.1	1,939	0.1	1,939
4220-Clerk IV, Senior Courts	10	-	-	3.6	156,930	3.6	156,930
5622-Financial Room Clerk II CCC	10	-	-	1.3	58,120	1.3	58,120
5623-Financial Room Clerk III CCC	11	-	-	0.2	9,513	0.2	9,513
5625-Financial Room Clerk V CCC	13	-	-	0.5	29,323	0.5	29,323
5626-Financial Room Clerk VI CCC	14	-	-	0.5	31,844	0.5	31,844
5629-Cashier II Senior CCC	11	-	-	7.2	344,851	7.2	344,851
5630-Cashier IV-CCC	13	-	-	10.2	563,998	9.2	522,005
5636-Accountant II Senior CCC	14	-	-	0.2	12,738	0.2	12,738
5637-Data Entry Oper III Senior-CCC	12	-	-	0.1	2,769	0.1	2,769
5638-Data Entry Operator IV	13	-	-	0.1	5,932	0.1	5,932
5639-Admin Assistant I Senior CCC	13	-	-	0.1	5,725	0.1	5,725
6646-Cashier V-CCC	14	-	-	14.3	894,996	14.3	894,996
		-	-	<b>78.5</b>	<b>\$3,906,029</b>	<b>74.4</b>	<b>\$3,751,713</b>
<b>11475-Chancery Division</b>							
0046-Admin Assistant I	12	2.0	109,692	-	-	-	-
0227-Cashier II	10	3.0	122,806	-	-	-	-
0228-Cashier III	12	1.0	52,230	-	-	-	-
0551-Court Clerk I	13	26.0	1,452,141	-	-	-	-
0552-Court Clerk II	14	3.0	189,192	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	63,390	-	-	-	-
0955-Data Entry Operator III	11	4.0	192,624	-	-	-	-
1101-Computer Operator I	12	1.0	49,055	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	5.0	209,556	-	-	-	-
4220-Clerk IV, Senior Courts	10	16.0	634,933	-	-	-	-
5487-Assistant Chief Deputy Clk II	21	1.0	90,960	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	99,954	-	-	-	-
5623-Financial Room Clerk III CCC	11	1.0	51,074	-	-	-	-
5745-Manager IV-CCC	17	1.0	73,513	-	-	-	-
5798-Administrative Support II	14	1.0	57,474	-	-	-	-

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5800-Administrative Support IV	16	1.0	57,750	-	-	-	-
6646-Cashier V-CCC	14	1.0	60,056	-	-	-	-
		<b>69.0</b>	<b>\$3,566,400</b>	-	-	-	-
<b>11510-Chief Financial Officer</b>							
0120-Chief Financial Officer	24	1.0	121,441	-	-	-	-
5729-Executive Assistant I - CCC	17	1.0	70,148	-	-	-	-
5802-Administrative Support VI	18	1.0	76,064	-	-	-	-
		<b>3.0</b>	<b>\$267,653</b>	-	-	-	-
<b>11575-Child Support Fund</b>							
0907-Clerk V	11	1.0	51,207	-	-	-	-
4802-File Manager I	14	1.0	58,644	-	-	-	-
5685-Courtroom Manager I-CCC	16	1.0	70,065	-	-	-	-
5744-Manager III-CCC	16	3.0	197,407	-	-	-	-
		<b>6.0</b>	<b>\$377,323</b>	-	-	-	-
<b>11580-Child Support Program</b>							
0046-Admin Assistant I	12	3.0	164,538	-	-	-	-
0142-Accountant II	13	2.0	117,474	-	-	-	-
0174-Bookkeeper IV	14	2.0	107,706	-	-	-	-
0227-Cashier II	10	1.0	47,735	-	-	-	-
0228-Cashier III	12	0.0	1	-	-	-	-
0551-Court Clerk I	13	7.0	366,731	-	-	-	-
0552-Court Clerk II	14	1.0	63,064	-	-	-	-
0907-Clerk V	11	10.0	419,904	-	-	-	-
4220-Clerk IV, Senior Courts	10	2.0	90,920	-	-	-	-
5635-Accountant I Senior CCC	12	1.0	53,835	-	-	-	-
5636-Accountant II Senior CCC	14	2.0	89,284	-	-	-	-
5638-Data Entry Operator IV	13	2.0	117,474	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	58,737	-	-	-	-
5641-Administrative Aide I CCC	14	3.0	128,667	-	-	-	-
5642-Administrative Aide II CCC	16	1.0	72,876	-	-	-	-
		<b>38.0</b>	<b>\$1,898,946</b>	-	-	-	-
<b>11665-Civil Appeals</b>							
0046-Admin Assistant I	12	-	-	5.1	275,626	5.1	275,626
0227-Cashier II	10	-	-	0.3	9,759	0.3	9,759
0907-Clerk V	11	-	-	5.9	298,352	5.9	298,352
0955-Data Entry Operator III	11	-	-	0.1	2,557	0.1	2,557
4210-Data Entry Oper II, Sr Courts	10	-	-	1.0	42,763	1.0	42,763
4215-Warehouse Records Clerk I, Sr	10	-	-	0.3	8,531	0.3	8,531
4220-Clerk IV, Senior Courts	10	-	-	15.4	656,886	14.4	624,470
5631-Driver I CCC	11	-	-	0.3	9,153	-	-
5637-Data Entry Oper III Senior-CCC	12	-	-	0.1	2,769	0.1	2,769
5641-Administrative Aide I CCC	14	-	-	0.1	3,184	0.1	3,184
		-	-	<b>28.1</b>	<b>\$1,309,579</b>	<b>26.9</b>	<b>\$1,268,010</b>
<b>11670-Civil Division</b>							
0046-Admin Assistant I	12	9.0	487,359	-	-	-	-
0227-Cashier II	10	11.0	470,370	-	-	-	-
0228-Cashier III	12	1.0	52,230	-	-	-	-
0551-Court Clerk I	13	45.0	2,591,709	-	-	-	-
0552-Court Clerk II	14	4.0	233,834	-	-	-	-
0608-Court Clerk/Trainer	15	2.0	131,570	-	-	-	-
0907-Clerk V	11	16.0	749,734	-	-	-	-
0955-Data Entry Operator III	11	3.0	148,749	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	5.0	220,430	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4220-Clerk IV, Senior Courts	10	40.0	1,729,254	-	-	-	-
4802-File Manager I	14	1.0	55,149	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	2.0	149,589	-	-	-	-
5487-Assistant Chief Deputy Clk II	21	1.0	91,978	-	-	-	-
5545-General Office Assistant III	11	1.0	49,041	-	-	-	-
5629-Cashier II Senior CCC	11	4.0	195,084	-	-	-	-
5630-Cashier IV-CCC	13	1.0	55,307	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	2.0	109,692	-	-	-	-
5638-Data Entry Operator IV	13	3.0	176,211	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	58,737	-	-	-	-
5683-Timekeeper Admin Asst IV CCC	17	1.0	77,385	-	-	-	-
5684-Assistant Manager V CCC	16	1.0	63,979	-	-	-	-
5742-Manager I-CCC	14	1.0	37,840	-	-	-	-
5744-Manager III-CCC	16	2.0	125,629	-	-	-	-
5745-Manager IV-CCC	17	2.0	121,992	-	-	-	-
5746-Manager V-CCC	18	4.0	302,192	-	-	-	-
5748-Manager VII-CCC	20	0.0	1	-	-	-	-
5807-Bookkeeper VIII-CCC	16	1.0	55,216	-	-	-	-
6646-Cashier V-CCC	14	3.0	180,168	-	-	-	-
		<b>167.0</b>	<b>\$8,720,429</b>	-	-	-	-
<b>11995-Compensation Services</b>							
5497-Chief Deputy Clerk IV	23	1.0	113,497	-	-	-	-
5537-Time Auditor I	10	1.0	39,514	-	-	-	-
5654-Manager	12	1.0	41,221	-	-	-	-
5733-Executive Assistant VII-CCC	23	1.0	104,148	-	-	-	-
5739-General Office Assist VI CCC	14	1.0	56,416	-	-	-	-
5744-Manager III-CCC	16	1.0	66,100	-	-	-	-
5745-Manager IV-CCC	17	1.0	77,385	-	-	-	-
5772-Personnel Analyst III-CCC	16	1.0	63,564	-	-	-	-
5779-Dir of Decision Support	24	1.0	58,104	-	-	-	-
		<b>9.0</b>	<b>\$619,949</b>	-	-	-	-
<b>12025-Comptroller</b>							
0046-Admin Assistant I	12	1.0	52,230	-	-	-	-
0141-Accountant I	11	3.0	145,358	-	-	-	-
0142-Accountant II	13	6.0	348,240	-	-	-	-
0173-Bookkeeper III	11	2.0	99,131	-	-	-	-
0174-Bookkeeper IV	14	1.0	63,064	-	-	-	-
0907-Clerk V	11	2.0	95,632	-	-	-	-
0955-Data Entry Operator III	11	1.0	47,816	-	-	-	-
4220-Clerk IV, Senior Courts	10	13.0	557,715	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	96,968	-	-	-	-
5532-Asst Mgr I- Court Operations	12	1.0	51,100	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	61,076	-	-	-	-
5535-Assistant Manager IV-CCC	15	1.0	60,214	-	-	-	-
5596-Assistant Comptroller-CCC	22	2.0	156,726	-	-	-	-
5623-Financial Room Clerk III CCC	11	1.0	48,771	-	-	-	-
5627-Bookkeeper II Senior CCC	10	1.0	44,571	-	-	-	-
5635-Accountant I Senior CCC	12	4.0	218,266	-	-	-	-
5636-Accountant II Senior CCC	14	2.0	126,128	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	56,799	-	-	-	-
5675-Accountant IV-CCC	15	1.0	49,536	-	-	-	-
5676-Accountant V-CCC	16	1.0	58,106	-	-	-	-
5684-Assistant Manager V CCC	16	1.0	52,108	-	-	-	-

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5743-Manager II-CCC	15	1.0	56,907	-	-	-	-
5745-Manager IV-CCC	17	2.0	139,017	-	-	-	-
5746-Manager V-CCC	18	1.0	58,106	-	-	-	-
5747-Manager VI-CCC	19	1.0	90,242	-	-	-	-
5757-MIS Technician IV-CCC	15	1.0	52,845	-	-	-	-
5798-Administrative Support II	14	1.0	56,284	-	-	-	-
5799-Administrative Support III	15	1.0	59,005	-	-	-	-
5805-Bookkeeper VI	14	1.0	52,610	-	-	-	-
5807-Bookkeeper VIII-CCC	16	2.0	124,557	-	-	-	-
5809-Bookkeeper X-CCC	18	1.0	76,271	-	-	-	-
		<b>59.0</b>	<b>\$3,255,399</b>	-	-	-	-
<b>12345-County Division</b>							
0046-Admin Assistant I	12	1.0	54,846	-	-	-	-
0227-Cashier II	10	1.0	43,375	-	-	-	-
0228-Cashier III	12	1.0	51,216	-	-	-	-
0551-Court Clerk I	13	5.0	286,540	-	-	-	-
0552-Court Clerk II	14	2.0	126,128	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	3.0	145,860	-	-	-	-
0955-Data Entry Operator III	11	1.0	51,183	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	43,375	-	-	-	-
4220-Clerk IV, Senior Courts	10	8.0	335,161	-	-	-	-
4804-File Manager III	16	1.0	71,628	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	93,187	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	81,878	-	-	-	-
5630-Cashier IV-CCC	13	1.0	54,842	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	54,846	-	-	-	-
5682-Timekeeper Admin Asst III CCC	16	1.0	59,142	-	-	-	-
		<b>30.0</b>	<b>\$1,621,095</b>	-	-	-	-
<b>12365-County-Wide Operations Bureau Administration</b>							
5496-Chief Deputy Clerk III	22	1.0	73,090	-	-	-	-
		<b>1.0</b>	<b>\$73,090</b>	-	-	-	-
<b>12445-Criminal Bureau Administration</b>							
0010-Associate Clerk Circuit Court	24	1.0	116,161	-	-	-	-
		<b>1.0</b>	<b>\$116,161</b>	-	-	-	-
<b>12460-Criminal Department</b>							
0046-Admin Assistant I	12	2.0	106,760	-	-	-	-
0142-Accountant II	13	1.0	58,737	-	-	-	-
0227-Cashier II	10	4.0	158,336	-	-	-	-
0228-Cashier III	12	1.0	52,230	-	-	-	-
0551-Court Clerk I	13	49.0	2,695,426	-	-	-	-
0552-Court Clerk II	14	5.0	315,320	-	-	-	-
0608-Court Clerk/Trainer	15	2.0	130,278	-	-	-	-
0907-Clerk V	11	1.0	51,207	-	-	-	-
0955-Data Entry Operator III	11	1.0	51,183	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	35,229	-	-	-	-
4220-Clerk IV, Senior Courts	10	12.0	490,621	-	-	-	-
4804-File Manager III	16	1.0	67,461	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	95,316	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	109,302	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	43,660	-	-	-	-
5539-Payroll Specialist III	12	1.0	49,307	-	-	-	-
5543-Data Auditor III	12	1.0	48,501	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5544-General Office Assistant I	10	1.0	46,191	-	-	-	-
5625-Financial Room Clerk V CCC	13	8.0	446,836	-	-	-	-
5630-Cashier IV-CCC	13	1.0	58,159	-	-	-	-
5631-Driver I CCC	11	1.0	46,533	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	4.0	207,193	-	-	-	-
5638-Data Entry Operator IV	13	1.0	58,737	-	-	-	-
5640-Warrant Clerk	13	5.0	293,685	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	47,853	-	-	-	-
5742-Manager I-CCC	14	2.0	117,014	-	-	-	-
5744-Manager III-CCC	16	6.0	364,356	-	-	-	-
5745-Manager IV-CCC	17	4.0	268,205	-	-	-	-
5746-Manager V-CCC	18	1.0	69,188	-	-	-	-
5748-Manager VII-CCC	20	1.0	60,470	-	-	-	-
5800-Administrative Support IV	16	1.0	60,611	-	-	-	-
6586-Expungement Clerk II	11	5.0	222,044	-	-	-	-
		<b>127.0</b>	<b>\$6,925,949</b>	-	-	-	-
<b>12465-Criminal Division</b>							
0046-Admin Assistant I	12	8.0	430,312	-	-	-	-
0551-Court Clerk I	13	32.0	1,792,890	-	-	-	-
0552-Court Clerk II	14	6.0	378,384	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	66,640	-	-	-	-
0907-Clerk V	11	4.0	184,413	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	43,375	-	-	-	-
4220-Clerk IV, Senior Courts	10	13.0	546,054	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	119,345	-	-	-	-
5544-General Office Assistant I	10	1.0	43,424	-	-	-	-
5629-Cashier II Senior CCC	11	1.0	48,771	-	-	-	-
5630-Cashier IV-CCC	13	1.0	55,941	-	-	-	-
5638-Data Entry Operator IV	13	1.0	58,737	-	-	-	-
5640-Warrant Clerk	13	1.0	54,388	-	-	-	-
5682-Timekeeper Admin Asst III CCC	16	1.0	69,162	-	-	-	-
5686-Courtroom Manager II-CCC	17	1.0	69,030	-	-	-	-
5687-Courtroom Manager III-CCC	18	1.0	77,005	-	-	-	-
5738-Deputy General Counsel III-CCC	22	1.0	107,293	-	-	-	-
5742-Manager I-CCC	14	1.0	61,076	-	-	-	-
5744-Manager III-CCC	16	1.0	59,986	-	-	-	-
5746-Manager V-CCC	18	1.0	65,796	-	-	-	-
5748-Manager VII-CCC	20	1.0	65,999	-	-	-	-
5807-Bookkeeper VIII-CCC	16	1.0	70,931	-	-	-	-
6586-Expungement Clerk II	11	1.0	37,792	-	-	-	-
		<b>81.0</b>	<b>\$4,506,744</b>	-	-	-	-
<b>12520-Customer Service</b>							
0046-Admin Assistant I	12	-	-	20.5	1,124,866	20.3	1,116,216
0141-Accountant I	11	-	-	0.4	19,472	0.4	19,472
0142-Accountant II	13	-	-	1.9	112,703	1.9	112,703
0173-Bookkeeper III	11	-	-	0.9	44,329	0.9	44,329
0174-Bookkeeper IV	14	-	-	1.8	114,638	1.8	114,638
0227-Cashier II	10	-	-	7.7	329,427	7.7	329,427
0228-Cashier III	12	-	-	2.5	127,883	2.5	127,883
0551-Court Clerk I	13	-	-	44.2	2,510,991	43.1	2,457,258
0552-Court Clerk II	14	-	-	9.1	566,413	9.1	566,413
0608-Court Clerk/Trainer	15	-	-	1.9	127,262	1.5	99,413
0907-Clerk V	11	-	-	27.1	1,361,937	25.9	1,300,096

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0955-Data Entry Operator III	11	-	-	2.4	119,573	2.4	119,573
4210-Data Entry Oper II, Sr Courts	10	-	-	7.3	311,422	6.4	282,418
4220-Clerk IV, Senior Courts	10	-	-	77.1	3,321,258	70.5	3,080,042
5545-General Office Assistant III	11	-	-	0.2	8,789	0.2	8,789
5622-Financial Room Clerk II CCC	10	-	-	0.4	17,883	0.4	17,883
5623-Financial Room Clerk III CCC	11	-	-	0.2	9,513	0.2	9,513
5625-Financial Room Clerk V CCC	13	-	-	0.2	11,729	0.2	11,729
5626-Financial Room Clerk VI CCC	14	-	-	0.2	12,738	0.2	12,738
5627-Bookkeeper II Senior CCC	10	-	-	1.0	45,013	1.0	45,013
5629-Cashier II Senior CCC	11	-	-	1.8	84,109	1.8	84,109
5630-Cashier IV-CCC	13	-	-	2.6	129,743	1.6	87,750
5631-Driver I CCC	11	-	-	1.0	49,905	1.0	49,905
5635-Accountant I Senior CCC	12	-	-	0.1	2,769	0.1	2,769
5636-Accountant II Senior CCC	14	-	-	0.2	10,877	0.2	10,877
5637-Data Entry Oper III Senior-CCC	12	-	-	1.3	68,248	1.3	68,248
5638-Data Entry Operator IV	13	-	-	1.8	103,442	1.6	91,579
5639-Admin Assistant I Senior CCC	13	-	-	2.7	155,229	2.7	155,229
5640-Warrant Clerk	13	-	-	0.5	28,306	0.5	28,306
5641-Administrative Aide I CCC	14	-	-	0.2	12,738	0.2	12,738
5642-Administrative Aide II CCC	16	-	-	0.2	14,720	0.2	14,720
6586-Expungement Clerk II	11	-	-	2.1	100,089	2.1	100,089
6587-Expungement Clerk III	12	-	-	0.8	44,311	0.8	44,311
6588-Expungement Clerk IV	13	-	-	0.2	11,077	0.2	11,077
6646-Cashier V-CCC	14	-	-	3.2	202,486	3.2	202,486
		-	-	<b>225.2</b>	<b>\$11,315,888</b>	<b>213.6</b>	<b>\$10,839,738</b>
<b>12580-Data Entry Section</b>							
0046-Admin Assistant I	12	-	-	15.5	836,025	15.4	832,104
0141-Accountant I	11	-	-	0.1	4,868	0.1	4,868
0142-Accountant II	13	-	-	0.5	26,693	0.5	26,693
0227-Cashier II	10	-	-	2.1	91,045	2.1	91,045
0228-Cashier III	12	-	-	1.6	85,512	1.6	85,512
0551-Court Clerk I	13	-	-	41.1	2,330,205	40.1	2,276,515
0552-Court Clerk II	14	-	-	11.1	700,250	11.1	700,250
0608-Court Clerk/Trainer	15	-	-	2.6	172,887	2.2	147,040
0907-Clerk V	11	-	-	20.0	1,004,769	19.7	989,508
0955-Data Entry Operator III	11	-	-	9.6	475,010	9.6	475,010
1022-Warehouse Records Clerk II	11	-	-	0.5	24,722	0.5	24,722
4210-Data Entry Oper II, Sr Courts	10	-	-	16.3	692,426	13.9	610,532
4215-Warehouse Records Clerk I, Sr	10	-	-	2.0	84,746	2.0	84,746
4220-Clerk IV, Senior Courts	10	-	-	57.8	2,455,321	52.8	2,270,624
5622-Financial Room Clerk II CCC	10	-	-	0.2	8,942	0.2	8,942
5625-Financial Room Clerk V CCC	13	-	-	1.0	56,928	1.0	56,928
5629-Cashier II Senior CCC	11	-	-	0.6	26,559	0.6	26,559
5630-Cashier IV-CCC	13	-	-	0.5	25,323	0.5	25,323
5631-Driver I CCC	11	-	-	1.0	42,065	0.5	23,760
5635-Accountant I Senior CCC	12	-	-	0.1	5,539	0.1	5,539
5636-Accountant II Senior CCC	14	-	-	1.5	78,790	1.5	78,790
5637-Data Entry Oper III Senior-CCC	12	-	-	13.2	718,705	13.2	718,705
5638-Data Entry Operator IV	13	-	-	7.3	432,594	6.5	385,140
5639-Admin Assistant I Senior CCC	13	-	-	0.6	35,523	0.6	35,523
5640-Warrant Clerk	13	-	-	1.6	93,790	1.6	93,790
5641-Administrative Aide I CCC	14	-	-	0.9	57,319	0.9	57,319
5642-Administrative Aide II CCC	16	-	-	0.8	58,879	0.8	58,879

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
6586-Expungement Clerk II	11	-	-	2.1	93,898	2.1	93,898
6587-Expungement Clerk III	12	-	-	0.6	33,233	0.6	33,233
6588-Expungement Clerk IV	13	-	-	0.1	5,539	0.1	5,539
6646-Cashier V-CCC	14	-	-	0.1	6,369	0.1	6,369
		-	-	<b>212.6</b>	<b>\$10,764,473</b>	<b>202.0</b>	<b>\$10,333,405</b>
<b>12810-District 2 - Skokie</b>							
0046-Admin Assistant I	12	5.0	271,614	-	-	-	-
0227-Cashier II	10	5.0	211,922	-	-	-	-
0551-Court Clerk I	13	11.0	608,580	-	-	-	-
0552-Court Clerk II	14	8.0	492,766	-	-	-	-
0907-Clerk V	11	3.0	148,234	-	-	-	-
0955-Data Entry Operator III	11	2.0	97,542	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	43,468	-	-	-	-
4220-Clerk IV, Senior Courts	10	12.0	528,212	-	-	-	-
5487-Assistant Chief Deputy Clk II	21	1.0	79,649	-	-	-	-
5622-Financial Room Clerk II CCC	10	2.0	88,268	-	-	-	-
5630-Cashier IV-CCC	13	3.0	156,251	-	-	-	-
5640-Warrant Clerk	13	1.0	58,737	-	-	-	-
5744-Manager III-CCC	16	1.0	64,250	-	-	-	-
5745-Manager IV-CCC	17	2.0	150,499	-	-	-	-
5746-Manager V-CCC	18	2.0	127,279	-	-	-	-
6586-Expungement Clerk II	11	1.0	46,538	-	-	-	-
6587-Expungement Clerk III	12	1.0	51,214	-	-	-	-
		<b>61.0</b>	<b>\$3,225,023</b>	-	-	-	-
<b>12815-District 3 - Rolling Meadows</b>							
0046-Admin Assistant I	12	8.0	432,392	-	-	-	-
0227-Cashier II	10	4.0	174,122	-	-	-	-
0228-Cashier III	12	2.0	103,437	-	-	-	-
0551-Court Clerk I	13	17.0	947,262	-	-	-	-
0552-Court Clerk II	14	7.0	441,448	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	4.0	201,840	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	3.0	135,256	-	-	-	-
4220-Clerk IV, Senior Courts	10	20.0	866,850	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	122,167	-	-	-	-
5543-Data Auditor III	12	1.0	46,352	-	-	-	-
5545-General Office Assistant III	11	1.0	43,876	-	-	-	-
5622-Financial Room Clerk II CCC	10	2.0	86,750	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	55,941	-	-	-	-
5640-Warrant Clerk	13	1.0	58,737	-	-	-	-
5685-Courtroom Manager I-CCC	16	1.0	66,074	-	-	-	-
5731-Executive Assistant V-CCC	21	1.0	88,680	-	-	-	-
5745-Manager IV-CCC	17	1.0	74,564	-	-	-	-
5746-Manager V-CCC	18	1.0	72,728	-	-	-	-
6586-Expungement Clerk II	11	1.0	46,685	-	-	-	-
6646-Cashier V-CCC	14	2.0	123,120	-	-	-	-
		<b>80.0</b>	<b>\$4,256,169</b>	-	-	-	-
<b>12825-District 4 - Maywood</b>							
0046-Admin Assistant I	12	3.0	161,685	-	-	-	-
0227-Cashier II	10	3.0	123,975	-	-	-	-
0228-Cashier III	12	1.0	49,839	-	-	-	-
0551-Court Clerk I	13	9.0	480,630	-	-	-	-
0552-Court Clerk II	14	10.0	619,647	-	-	-	-



## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0638-Investigator I	14	1.0	47,395	-	-	-	-
0907-Clerk V	11	1.0	48,771	-	-	-	-
0955-Data Entry Operator III	11	1.0	47,816	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	3.0	123,057	-	-	-	-
4220-Clerk IV, Senior Courts	10	14.0	556,948	-	-	-	-
4802-File Manager I	14	1.0	50,013	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	121,703	-	-	-	-
5630-Cashier IV-CCC	13	1.0	55,941	-	-	-	-
5685-Courtroom Manager I-CCC	16	1.0	46,747	-	-	-	-
5746-Manager V-CCC	18	3.0	189,025	-	-	-	-
5807-Bookkeeper VIII-CCC	16	1.0	70,931	-	-	-	-
6588-Expungement Clerk IV	13	1.0	54,846	-	-	-	-
6646-Cashier V-CCC	14	1.0	60,056	-	-	-	-
		<b>57.0</b>	<b>\$2,976,913</b>	-	-	-	-
<b>12840-District 5 - Bridgeview</b>							
0046-Admin Assistant I	12	3.0	161,922	-	-	-	-
0227-Cashier II	10	5.0	213,208	-	-	-	-
0228-Cashier III	12	1.0	51,207	-	-	-	-
0551-Court Clerk I	13	17.0	945,814	-	-	-	-
0552-Court Clerk II	14	10.0	630,016	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	7.0	336,361	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	43,375	-	-	-	-
4215-Warehouse Records Clerk I, Sr	10	1.0	45,460	-	-	-	-
4220-Clerk IV, Senior Courts	10	15.0	617,449	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	99,338	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	53,650	-	-	-	-
5544-General Office Assistant I	10	1.0	41,952	-	-	-	-
5625-Financial Room Clerk V CCC	13	2.0	111,882	-	-	-	-
5632-Driver II CCC	12	1.0	54,036	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	58,737	-	-	-	-
5640-Warrant Clerk	13	1.0	47,110	-	-	-	-
5674-Accountant III-CCC	14	1.0	60,147	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	53,650	-	-	-	-
5746-Manager V-CCC	18	2.0	158,755	-	-	-	-
5800-Administrative Support IV	16	1.0	65,218	-	-	-	-
6586-Expungement Clerk II	11	1.0	47,816	-	-	-	-
		<b>75.0</b>	<b>\$3,964,991</b>	-	-	-	-
<b>12855-District 6 - Markham</b>							
0046-Admin Assistant I	12	2.0	107,076	-	-	-	-
0227-Cashier II	10	7.0	299,715	-	-	-	-
0551-Court Clerk I	13	28.0	1,609,671	-	-	-	-
0552-Court Clerk II	14	4.0	252,256	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	7.0	340,315	-	-	-	-
1101-Computer Operator I	12	1.0	51,197	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	5.0	221,592	-	-	-	-
4220-Clerk IV, Senior Courts	10	20.5	901,187	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	96,968	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	76,445	-	-	-	-
5625-Financial Room Clerk V CCC	13	1.0	55,941	-	-	-	-
5626-Financial Room Clerk VI CCC	14	1.0	63,064	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5638-Data Entry Operator IV	13	1.0	41,582	-	-	-	-
5640-Warrant Clerk	13	1.0	55,941	-	-	-	-
5676-Accountant V-CCC	16	1.0	70,931	-	-	-	-
5742-Manager I-CCC	14	1.0	47,705	-	-	-	-
5744-Manager III-CCC	16	1.0	69,025	-	-	-	-
5745-Manager IV-CCC	17	1.0	74,593	-	-	-	-
5746-Manager V-CCC	18	3.0	223,445	-	-	-	-
6586-Expungement Clerk II	11	1.0	47,816	-	-	-	-
6646-Cashier V-CCC	14	1.0	60,059	-	-	-	-
		<b>90.5</b>	<b>\$4,834,412</b>	-	-	-	-
<b>13045-Document Storage Unit</b>							
0046-Admin Assistant I	12	2.0	104,742	-	-	-	-
0907-Clerk V	11	3.0	133,794	-	-	-	-
4220-Clerk IV, Senior Courts	10	7.0	316,605	-	-	-	-
		<b>12.0</b>	<b>\$555,141</b>	-	-	-	-
<b>13050-Domestic Relations Division</b>							
0046-Admin Assistant I	12	1.0	54,846	-	-	-	-
0227-Cashier II	10	3.0	123,165	-	-	-	-
0228-Cashier III	12	1.0	51,953	-	-	-	-
0551-Court Clerk I	13	28.0	1,602,488	-	-	-	-
0552-Court Clerk II	14	2.0	126,128	-	-	-	-
0608-Court Clerk/Trainer	15	2.0	135,776	-	-	-	-
0907-Clerk V	11	3.0	135,108	-	-	-	-
0955-Data Entry Operator III	11	1.0	51,207	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	3.0	132,517	-	-	-	-
4220-Clerk IV, Senior Courts	10	6.0	258,194	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	108,970	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	100,185	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	54,500	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	54,846	-	-	-	-
5639-Admin Assistant I Senior CCC	13	1.0	58,737	-	-	-	-
5681-Timekeeper Admin Asst II CCC	15	1.0	67,547	-	-	-	-
5684-Assistant Manager V CCC	16	1.0	60,240	-	-	-	-
5744-Manager III-CCC	16	1.0	49,841	-	-	-	-
5746-Manager V-CCC	18	1.0	44,693	-	-	-	-
5773-Personnel Specialist I-CCC	10	1.0	46,191	-	-	-	-
5802-Administrative Support VI	18	1.0	82,562	-	-	-	-
6646-Cashier V-CCC	14	1.0	60,748	-	-	-	-
		<b>62.0</b>	<b>\$3,460,442</b>	-	-	-	-
<b>13255-Electronic Citation Fund</b>							
4220-Clerk IV, Senior Courts	10	1.0	42,946	-	-	-	-
		<b>1.0</b>	<b>\$42,946</b>	-	-	-	-
<b>13595-Executive Clerk for Operations</b>							
0010-Associate Clerk Circuit Court	24	1.0	121,171	-	-	-	-
5732-Executive Assistant VI-CCC	22	1.0	95,646	-	-	-	-
5802-Administrative Support VI	18	1.0	63,490	-	-	-	-
		<b>3.0</b>	<b>\$280,307</b>	-	-	-	-
<b>13600-Executive Clerk for Public Policy</b>							
5488-Assistant Chief Deputy Clk III	22	1.0	91,030	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	103,671	-	-	-	-
5544-General Office Assistant I	10	1.0	42,845	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	49,820	-	-	-	-
5727-Chief of Staff/Exec Clk PP&HR	24	1.0	137,281	-	-	-	-

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5746-Manager V-CCC	18	1.0	74,622	-	-	-	-
		<b>6.0</b>	<b>\$499,269</b>	-	-	-	-
<b>13610-Executive Office</b>							
0002-Clerk of the Circuit Court	SJU	1.0	105,000	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	96,717	-	-	-	-
5544-General Office Assistant I	10	2.0	91,698	-	-	-	-
5545-General Office Assistant III	11	1.0	48,799	-	-	-	-
5742-Manager I-CCC	14	1.0	48,556	-	-	-	-
5804-Administrative Support VIII	20	1.0	84,921	-	-	-	-
		<b>7.0</b>	<b>\$475,691</b>	-	-	-	-
<b>13715-Family Law Administration</b>							
0010-Associate Clerk Circuit Court	24	1.0	122,166	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	49,613	-	-	-	-
5744-Manager III-CCC	16	1.0	63,907	-	-	-	-
5746-Manager V-CCC	18	1.0	74,932	-	-	-	-
5802-Administrative Support VI	18	1.0	61,691	-	-	-	-
		<b>5.0</b>	<b>\$372,309</b>	-	-	-	-
<b>14005-Financial Planning &amp; Control</b>							
0202-Budget Analyst II	17	1.0	74,932	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	80,885	-	-	-	-
5496-Chief Deputy Clerk III	22	1.0	116,935	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	115,693	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	51,412	-	-	-	-
5540-Purchasing Specialist III	12	1.0	43,209	-	-	-	-
5739-General Office Assist VI CCC	14	1.0	51,395	-	-	-	-
5745-Manager IV-CCC	17	1.0	52,248	-	-	-	-
5774-Procurement Analyst I-CCC	14	1.0	51,966	-	-	-	-
5775-Procurement Analyst III-CCC	16	1.0	57,223	-	-	-	-
		<b>10.0</b>	<b>\$695,898</b>	-	-	-	-
<b>14250-General Counsel</b>							
5491-General Counsel-CCC	24	1.0	118,940	1.0	118,941	1.0	118,941
5546-General Office Assistant IV	12	-	-	1.0	42,479	1.0	42,479
5676-Accountant V-CCC	16	-	-	1.0	59,420	1.0	59,420
5731-Executive Assistant V-CCC	21	-	-	1.0	90,924	1.0	90,924
5737-Deputy General Counsel I-CCC	20	1.0	87,802	0.5	41,766	0.5	41,766
5738-Deputy General Counsel III-CCC	22	1.0	83,114	1.0	111,073	1.0	111,073
5751-MIS Analyst VII Admin-CCC	18	-	-	1.0	75,542	1.0	75,542
		<b>3.0</b>	<b>\$289,856</b>	<b>6.5</b>	<b>\$540,144</b>	<b>6.5</b>	<b>\$540,144</b>
<b>14335-General Services</b>							
0046-Admin Assistant I	12	1.0	54,846	-	-	-	-
0907-Clerk V	11	3.0	147,794	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	36,432	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	46,907	-	-	-	-
5728-Executive Clerk Court Operatio	24	1.0	127,512	-	-	-	-
5745-Manager IV-CCC	17	1.0	49,535	-	-	-	-
5746-Manager V-CCC	18	1.0	64,818	-	-	-	-
		<b>9.0</b>	<b>\$527,844</b>	-	-	-	-
<b>14915-Human Resources</b>							
0739-Labor Relations Analyst	16	1.0	67,587	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	88,770	1.0	91,902	1.0	91,902
5488-Assistant Chief Deputy Clk III	22	1.0	110,569	2.0	219,471	2.0	219,471
5497-Chief Deputy Clerk IV	23	3.0	327,608	3.0	330,202	3.0	330,202
5532-Asst Mgr I- Court Operations	12	1.0	41,011	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5545-General Office Assistant III	11	1.0	38,975	-	-	-	-
5737-Deputy General Counsel I-CCC	20	-	-	0.5	41,766	0.5	41,766
5738-Deputy General Counsel III-CCC	22	-	-	0.5	42,548	0.5	42,548
5742-Manager I-CCC	14	-	-	1.0	56,088	1.0	56,088
5743-Manager II-CCC	15	-	-	1.0	54,667	1.0	54,667
5744-Manager III-CCC	16	1.0	68,766	1.0	70,227	1.0	70,227
5745-Manager IV-CCC	17	-	-	1.0	74,192	1.0	74,192
5746-Manager V-CCC	18	-	-	1.0	67,649	1.0	67,649
5771-Personnel Analyst I - CCC	14	1.0	55,576	1.0	57,217	1.0	57,217
5772-Personnel Analyst III-CCC	16	-	-	1.0	65,790	1.0	65,790
5773-Personnel Specialist I-CCC	10	-	-	1.0	46,191	1.0	46,191
5793-Chief HR Officer-CCC	24	1.0	123,392	1.0	123,392	1.0	123,392
5798-Administrative Support II	14	2.0	102,372	1.0	58,247	1.0	58,247
5804-Administrative Support VIII	20	1.0	87,433	-	-	-	-
		<b>14.0</b>	<b>\$1,112,059</b>	<b>17.0</b>	<b>\$1,399,547</b>	<b>17.0</b>	<b>\$1,399,547</b>
<b>15050-Information Technology</b>							
4220-Clerk IV, Senior Courts	10	-	-	1.0	45,013	1.0	45,013
5497-Chief Deputy Clerk IV	23	-	-	1.0	76,827	1.0	76,827
		-	-	<b>2.0</b>	<b>\$121,840</b>	<b>2.0</b>	<b>\$121,840</b>
<b>15110-Inspector General</b>							
0552-Court Clerk II	14	-	-	0.6	36,941	0.6	36,941
0639-Investigator II	16	-	-	2.0	132,062	2.0	132,062
0641-Investigator IV	20	-	-	1.0	94,690	1.0	94,690
4220-Clerk IV, Senior Courts	10	-	-	0.8	35,302	-	-
4804-File Manager III	16	-	-	1.0	68,842	-	-
5486-Assistant Chief Deputy Clerk I	20	-	-	1.0	82,762	1.0	82,762
5497-Chief Deputy Clerk IV	23	-	-	1.0	105,144	1.0	105,144
5542-Data Auditor I	10	-	-	1.0	46,191	1.0	46,191
5685-Courtroom Manager I-CCC	16	-	-	1.0	68,423	1.0	68,423
5729-Executive Assistant I - CCC	17	-	-	1.0	72,282	1.0	72,282
5744-Manager III-CCC	16	-	-	1.0	52,982	1.0	52,982
5797-Inspector General Assoc Clerk	24	1.0	124,417	1.0	124,417	1.0	124,417
		<b>1.0</b>	<b>\$124,417</b>	<b>12.4</b>	<b>\$920,038</b>	<b>10.6</b>	<b>\$815,894</b>
<b>15220-Investigations</b>							
0639-Investigator II	16	3.0	199,130	-	-	-	-
0641-Investigator IV	20	1.0	91,942	-	-	-	-
4800-Director of Investigations-CCC	21	1.0	107,060	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	80,385	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	102,207	-	-	-	-
6586-Expungement Clerk II	11	-	-	0.3	15,515	0.3	15,515
		<b>7.0</b>	<b>\$580,724</b>	<b>0.3</b>	<b>\$15,515</b>	<b>0.3</b>	<b>\$15,515</b>
<b>15370-Juvenile Child Protection Division</b>							
0046-Admin Assistant I	12	2.0	109,692	-	-	-	-
0551-Court Clerk I	13	8.0	455,557	-	-	-	-
0552-Court Clerk II	14	5.0	296,898	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	3.0	136,230	-	-	-	-
0955-Data Entry Operator III	11	1.0	48,771	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	44,561	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	109,302	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	57,706	-	-	-	-
5682-Timekeeper Admin Asst III CCC	16	1.0	69,267	-	-	-	-
5776-Procurement Analyst IV-CCC	17	1.0	68,108	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
<b>15395-Juvenile Justice Division</b>		<b>25.0</b>	<b>\$1,463,980</b>	-	-	-	-
0046-Admin Assistant I	12	1.0	54,846	-	-	-	-
0551-Court Clerk I	13	7.0	411,159	-	-	-	-
0552-Court Clerk II	14	7.0	438,440	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	2.0	96,114	-	-	-	-
0955-Data Entry Operator III	11	2.0	85,023	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	44,844	-	-	-	-
4220-Clerk IV, Senior Courts	10	3.0	132,757	-	-	-	-
5487-Assistant Chief Deputy Clk II	21	1.0	103,314	-	-	-	-
5497-Chief Deputy Clerk IV	23	2.0	199,208	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	2.0	109,692	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	50,708	-	-	-	-
5734-File Manager IV-CCC	17	1.0	74,995	-	-	-	-
5744-Manager III-CCC	16	1.0	62,646	-	-	-	-
6586-Expungement Clerk II	11	1.0	47,176	-	-	-	-
		<b>33.0</b>	<b>\$1,978,810</b>	-	-	-	-
<b>15490-Law Division</b>							
0046-Admin Assistant I	12	4.0	219,385	-	-	-	-
0227-Cashier II	10	3.0	125,260	-	-	-	-
0551-Court Clerk I	13	41.0	2,272,570	-	-	-	-
0552-Court Clerk II	14	7.0	441,448	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	5.0	248,727	-	-	-	-
0955-Data Entry Operator III	11	1.0	48,771	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	43,362	-	-	-	-
4215-Warehouse Records Clerk I, Sr	10	1.0	43,362	-	-	-	-
4220-Clerk IV, Senior Courts	10	15.0	643,038	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	108,140	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	119,481	-	-	-	-
5630-Cashier IV-CCC	13	1.0	54,842	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	54,846	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	49,803	-	-	-	-
5686-Courtroom Manager II-CCC	17	1.0	74,109	-	-	-	-
5687-Courtroom Manager III-CCC	18	1.0	82,762	-	-	-	-
5743-Manager II-CCC	15	1.0	57,462	-	-	-	-
5746-Manager V-CCC	18	1.0	82,456	-	-	-	-
6646-Cashier V-CCC	14	1.0	60,056	-	-	-	-
		<b>89.0</b>	<b>\$4,897,768</b>	-	-	-	-
<b>18035-Probate Division</b>							
0046-Admin Assistant I	12	3.0	161,922	-	-	-	-
0227-Cashier II	10	2.0	79,252	-	-	-	-
0228-Cashier III	12	1.0	52,230	-	-	-	-
0551-Court Clerk I	13	8.0	437,234	-	-	-	-
0552-Court Clerk II	14	5.0	315,320	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	1.0	48,771	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	44,947	-	-	-	-
4220-Clerk IV, Senior Courts	10	10.0	432,324	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	121,236	-	-	-	-
5630-Cashier IV-CCC	13	1.0	41,170	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	51,214	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5746-Manager V-CCC	18	1.0	74,337	-	-	-	-
5748-Manager VII-CCC	20	1.0	89,709	-	-	-	-
5800-Administrative Support IV	16	1.0	71,728	-	-	-	-
		<b>38.0</b>	<b>\$2,089,282</b>	-	-	-	-
<b>18365-Public Information</b>							
0010-Associate Clerk Circuit Court	24	1.0	111,439	1.0	111,440	1.0	111,440
4220-Clerk IV, Senior Courts	10	1.0	33,792	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	-	-	1.0	71,037	1.0	71,037
5488-Assistant Chief Deputy Clk III	22	1.0	73,965	-	-	-	-
5544-General Office Assistant I	10	1.0	46,191	1.0	46,191	-	-
5737-Deputy General Counsel I-CCC	20	1.0	81,884	-	-	-	-
5744-Manager III-CCC	16	-	-	1.0	64,680	1.0	64,680
5800-Administrative Support IV	16	-	-	1.0	62,463	1.0	62,463
		<b>5.0</b>	<b>\$347,271</b>	<b>5.0</b>	<b>\$355,810</b>	<b>4.0</b>	<b>\$309,619</b>
<b>18685-Records Management</b>							
0010-Associate Clerk Circuit Court	24	1.0	121,171	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	44,561	-	-	-	-
5752-MIS Analyst I Networks-CCC	14	1.0	56,308	-	-	-	-
5756-MIS Technician III-CCC	14	1.0	60,101	-	-	-	-
		<b>4.0</b>	<b>\$282,141</b>	-	-	-	-
<b>18695-Records Retention</b>							
0046-Admin Assistant I	12	-	-	0.1	2,769	0.1	2,769
0551-Court Clerk I	13	-	-	0.1	5,330	0.1	5,330
0552-Court Clerk II	14	-	-	0.1	6,369	0.1	6,369
0907-Clerk V	11	-	-	1.3	67,232	0.3	15,515
0955-Data Entry Operator III	11	-	-	0.1	2,586	0.1	2,586
4220-Clerk IV, Senior Courts	10	-	-	4.7	213,023	1.9	86,623
5639-Admin Assistant I Senior CCC	13	-	-	0.9	53,386	-	-
6586-Expungement Clerk II	11	-	-	0.1	2,390	0.1	2,390
		-	-	<b>7.2</b>	<b>\$353,085</b>	<b>2.6</b>	<b>\$121,582</b>
<b>19520-Special Projects</b>							
5748-Manager VII-CCC	20	1.0	87,066	-	-	-	-
		<b>1.0</b>	<b>\$87,066</b>	-	-	-	-
<b>19730-Suburban Operations Bureau Administration</b>							
0010-Associate Clerk Circuit Court	24	1.0	122,253	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	83,050	-	-	-	-
		<b>2.0</b>	<b>\$205,303</b>	-	-	-	-
<b>20295-Traffic Division</b>							
0046-Admin Assistant I	12	11.0	600,691	-	-	-	-
0227-Cashier II	10	6.0	269,444	-	-	-	-
0228-Cashier III	12	2.0	108,181	-	-	-	-
0551-Court Clerk I	13	20.0	1,156,018	-	-	-	-
0552-Court Clerk II	14	8.0	504,512	-	-	-	-
0608-Court Clerk/Trainer	15	1.0	67,888	-	-	-	-
0907-Clerk V	11	8.0	396,581	-	-	-	-
1101-Computer Operator I	12	1.0	45,855	-	-	-	-
4200-Computer Oper I, Sr Courts	13	1.0	58,737	-	-	-	-
4210-Data Entry Oper II, Sr Courts	10	1.0	42,946	-	-	-	-
4220-Clerk IV, Senior Courts	10	30.0	1,299,508	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	82,228	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	87,066	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	107,394	-	-	-	-
5534-Assistant Manager III-CCC	14	4.0	215,823	-	-	-	-

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5629-Cashier II Senior CCC	11	1.0	48,771	-	-	-	-
5630-Cashier IV-CCC	13	2.0	111,882	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	54,846	-	-	-	-
5640-Warrant Clerk	13	1.0	58,737	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	61,570	-	-	-	-
5684-Assistant Manager V CCC	16	1.0	58,507	-	-	-	-
5688-Courtroom Manager IV-CCC	19	1.0	90,242	-	-	-	-
5742-Manager I-CCC	14	1.0	55,384	-	-	-	-
5743-Manager II-CCC	15	1.0	58,530	-	-	-	-
5744-Manager III-CCC	16	1.0	64,893	-	-	-	-
5746-Manager V-CCC	18	1.0	78,616	-	-	-	-
5776-Procurement Analyst IV-CCC	17	1.0	75,309	-	-	-	-
5800-Administrative Support IV	16	1.0	65,565	-	-	-	-
5801-Administrative Support V	17	1.0	73,175	-	-	-	-
5802-Administrative Support VI	18	2.0	146,749	-	-	-	-
6586-Expungement Clerk II	11	1.0	48,775	-	-	-	-
6587-Expungement Clerk III	12	1.0	52,076	-	-	-	-
6646-Cashier V-CCC	14	5.0	300,280	-	-	-	-
		<b>120.0</b>	<b>\$6,546,779</b>	-	-	-	-
<b>35025-Bond and Warrant Processing</b>							
0046-Admin Assistant I	12	-	-	2.5	133,431	2.5	133,431
0173-Bookkeeper III	11	-	-	1.1	41,536	1.1	41,536
0227-Cashier II	10	-	-	0.9	36,190	0.9	36,190
0551-Court Clerk I	13	-	-	2.9	163,326	2.9	163,326
0552-Court Clerk II	14	-	-	0.3	15,922	0.3	15,922
0955-Data Entry Operator III	11	-	-	0.1	4,925	0.1	4,925
4220-Clerk IV, Senior Courts	10	-	-	6.6	287,289	6.6	287,289
5622-Financial Room Clerk II CCC	10	-	-	2.0	90,264	2.0	90,264
5623-Financial Room Clerk III CCC	11	-	-	0.4	19,026	0.4	19,026
5625-Financial Room Clerk V CCC	13	-	-	7.8	444,556	7.8	444,556
5626-Financial Room Clerk VI CCC	14	-	-	0.3	19,106	0.3	19,106
5635-Accountant I Senior CCC	12	-	-	0.9	47,080	0.9	47,080
5640-Warrant Clerk	13	-	-	9.4	530,770	9.4	530,770
		-	-	<b>35.0</b>	<b>\$1,833,422</b>	<b>35.0</b>	<b>\$1,833,422</b>
<b>35100-Court Filings</b>							
0046-Admin Assistant I	12	-	-	9.8	536,386	9.7	530,505
0227-Cashier II	10	-	-	5.0	220,747	5.0	220,747
0228-Cashier III	12	-	-	1.8	93,991	1.8	93,991
0551-Court Clerk I	13	-	-	4.1	238,469	3.1	176,185
0552-Court Clerk II	14	-	-	1.4	85,978	1.4	85,978
0608-Court Clerk/Trainer	15	-	-	0.1	6,856	0.1	6,856
0907-Clerk V	11	-	-	10.4	515,422	10.4	515,422
0955-Data Entry Operator III	11	-	-	2.0	94,409	2.0	94,409
4210-Data Entry Oper II, Sr Courts	10	-	-	4.2	173,619	3.4	148,027
4220-Clerk IV, Senior Courts	10	-	-	31.8	1,385,413	29.9	1,319,110
5545-General Office Assistant III	11	-	-	0.8	35,155	0.8	35,155
5623-Financial Room Clerk III CCC	11	-	-	0.2	9,513	0.2	9,513
5629-Cashier II Senior CCC	11	-	-	1.5	72,554	1.5	72,554
5630-Cashier IV-CCC	13	-	-	0.6	33,440	0.6	33,440
5638-Data Entry Operator IV	13	-	-	1.7	100,719	1.7	100,719
5639-Admin Assistant I Senior CCC	13	-	-	0.2	8,797	0.2	8,797
5640-Warrant Clerk	13	-	-	0.1	2,932	0.1	2,932
6586-Expungement Clerk II	11	-	-	0.1	4,925	0.1	4,925



**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
6587-Expungement Clerk III	12	-	-	0.1	2,769	0.1	2,769
6588-Expungement Clerk IV	13	-	-	0.7	36,001	0.7	36,001
6646-Cashier V-CCC	14	-	-	0.3	15,711	0.3	15,711
		-	-	<b>76.4</b>	<b>\$3,673,807</b>	<b>72.6</b>	<b>\$3,513,747</b>
<b>35105-Court Operations Management</b>							
0010-Associate Clerk Circuit Court	24	-	-	4.0	482,354	4.0	482,354
0638-Investigator I	14	-	-	1.0	37,839	-	-
0639-Investigator II	16	-	-	1.0	70,227	1.0	70,227
1107-Programmer III	20	-	-	1.0	74,192	1.0	74,192
4215-Warehouse Records Clerk I, Sr	10	-	-	1.0	45,912	1.0	45,912
4800-Director of Investigations-CCC	21	-	-	1.0	107,309	1.0	107,309
4802-File Manager I	14	-	-	6.0	343,593	6.0	343,593
4804-File Manager III	16	-	-	3.0	209,265	3.0	209,265
5486-Assistant Chief Deputy Clerk I	20	-	-	3.0	279,460	3.0	279,460
5487-Assistant Chief Deputy Clk II	21	-	-	5.0	457,749	5.0	457,749
5488-Assistant Chief Deputy Clk III	22	-	-	10.0	963,097	10.0	963,097
5494-Chief Deputy Clerk I	20	-	-	1.0	95,682	1.0	95,682
5496-Chief Deputy Clerk III	22	-	-	1.0	73,089	1.0	73,089
5497-Chief Deputy Clerk IV	23	-	-	17.0	1,771,015	16.0	1,668,166
5532-Asst Mgr I- Court Operations	12	-	-	1.5	72,977	1.5	72,977
5534-Assistant Manager III-CCC	14	-	-	11.0	582,919	11.0	582,919
5542-Data Auditor I	10	-	-	1.0	41,908	1.0	41,908
5544-General Office Assistant I	10	-	-	2.0	90,306	2.0	90,306
5545-General Office Assistant III	11	-	-	3.0	136,142	3.0	136,142
5546-General Office Assistant IV	12	-	-	1.0	41,610	1.0	41,610
5654-Manager	12	-	-	1.0	42,665	1.0	42,665
5680-TimekeeperAdmin Asst I CCC	14	-	-	8.0	429,187	8.0	429,187
5681-Timekeeper Admin Asst II CCC	15	-	-	1.0	65,817	1.0	65,817
5682-Timekeeper Admin Asst III CCC	16	-	-	2.0	129,629	2.0	129,629
5683-Timekeeper Admin Asst IV CCC	17	-	-	1.0	75,685	1.0	75,685
5684-Assistant Manager V CCC	16	-	-	3.0	192,328	3.0	192,328
5685-Courtroom Manager I-CCC	16	-	-	2.0	118,621	2.0	118,621
5686-Courtroom Manager II-CCC	17	-	-	2.0	146,083	2.0	146,083
5687-Courtroom Manager III-CCC	18	-	-	1.0	79,129	1.0	79,129
5688-Courtroom Manager IV-CCC	19	-	-	1.0	88,783	1.0	88,783
5728-Executive Clerk Court Operatio	24	-	-	1.0	127,512	1.0	127,512
5734-File Manager IV-CCC	17	-	-	1.0	74,192	1.0	74,192
5735-File Manager V-CCC	18	-	-	2.0	141,036	2.0	141,036
5737-Deputy General Counsel I-CCC	20	-	-	1.0	89,573	1.0	89,573
5738-Deputy General Counsel III-CCC	22	-	-	0.5	42,548	0.5	42,548
5739-General Office Assist VI CCC	14	-	-	1.0	47,951	1.0	47,951
5742-Manager I-CCC	14	-	-	10.0	542,922	10.0	542,922
5743-Manager II-CCC	15	-	-	6.0	307,659	6.0	307,659
5744-Manager III-CCC	16	-	-	22.0	1,368,672	22.0	1,368,672
5745-Manager IV-CCC	17	-	-	12.0	826,569	12.0	826,569
5746-Manager V-CCC	18	-	-	23.0	1,690,576	21.0	1,562,343
5748-Manager VII-CCC	20	-	-	5.0	378,614	5.0	378,614
5762-MIS Analyst I Methods-CCC	19	-	-	1.0	87,027	1.0	87,027
5776-Procurement Analyst IV-CCC	17	-	-	1.0	75,685	1.0	75,685
5798-Administrative Support II	14	-	-	3.0	158,451	3.0	158,451
5799-Administrative Support III	15	-	-	1.0	61,095	1.0	61,095
5800-Administrative Support IV	16	-	-	5.0	298,803	5.0	298,803
5801-Administrative Support V	17	-	-	2.0	143,547	2.0	143,547

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5802-Administrative Support VI	18	-	-	5.0	356,479	5.0	356,479
5804-Administrative Support VIII	20	-	-	2.0	162,041	2.0	162,041
5805-Bookkeeper VI	14	-	-	1.0	54,051	1.0	54,051
5807-Bookkeeper VIII-CCC	16	-	-	1.0	62,152	1.0	62,152
		-	-	<b>203.0</b>	<b>\$14,441,725</b>	<b>199.0</b>	<b>\$14,172,804</b>
<b>35110-Courtroom Clerks, Calls and Services</b>							
0046-Admin Assistant I	12	-	-	13.2	716,455	11.7	640,313
0142-Accountant II	13	-	-	0.9	53,386	0.9	53,386
0551-Court Clerk I	13	-	-	247.6	14,030,014	236.8	13,501,828
0552-Court Clerk II	14	-	-	65.4	4,104,709	65.4	4,104,709
0608-Court Clerk/Trainer	15	-	-	12.1	815,014	11.0	751,611
0907-Clerk V	11	-	-	9.4	466,358	9.2	456,184
0955-Data Entry Operator III	11	-	-	1.3	64,530	1.3	64,530
4210-Data Entry Oper II, Sr Courts	11	-	-	1.4	61,840	1.4	61,840
4220-Clerk IV, Senior Courts	10	-	-	22.2	975,729	19.8	886,345
5532-Asst Mgr I- Court Operations	12	-	-	0.5	20,910	0.5	20,910
5622-Financial Room Clerk II CCC	10	-	-	0.1	4,471	0.1	4,471
5625-Financial Room Clerk V CCC	13	-	-	1.0	56,928	1.0	56,928
5637-Data Entry Oper III Senior-CCC	12	-	-	0.1	2,769	0.1	2,769
5638-Data Entry Operator IV	13	-	-	0.5	29,538	0.5	29,538
5639-Admin Assistant I Senior CCC	13	-	-	0.6	35,187	0.6	35,187
5640-Warrant Clerk	13	-	-	0.1	5,616	0.1	5,616
5641-Administrative Aide I CCC	14	-	-	0.1	6,369	0.1	6,369
6586-Expungement Clerk II	11	-	-	0.8	36,881	0.8	36,881
		-	-	<b>377.1</b>	<b>\$21,486,703</b>	<b>361.0</b>	<b>\$20,719,416</b>
<b>35220-Expungement and DUIs</b>							
0046-Admin Assistant I	12	-	-	1.4	76,224	1.4	76,224
0551-Court Clerk I	13	-	-	0.1	5,932	0.1	5,932
0907-Clerk V	11	-	-	0.2	7,243	0.2	7,243
4210-Data Entry Oper II, Sr Courts	10	-	-	0.1	2,190	0.1	2,190
4220-Clerk IV, Senior Courts	10	-	-	1.2	51,528	1.2	51,528
5639-Admin Assistant I Senior CCC	13	-	-	0.5	29,659	0.5	29,659
6586-Expungement Clerk II	11	-	-	7.0	332,283	7.0	332,283
6587-Expungement Clerk III	12	-	-	1.5	83,082	1.5	83,082
		-	-	<b>11.9</b>	<b>\$588,142</b>	<b>11.9</b>	<b>\$588,142</b>
<b>35390-Orders of Protection</b>							
0046-Admin Assistant I	12	-	-	1.7	93,690	1.7	93,690
0227-Cashier II	10	-	-	2.4	92,562	2.4	92,562
0228-Cashier III	12	-	-	0.1	2,738	0.1	2,738
0551-Court Clerk I	13	-	-	2.7	147,901	2.6	144,935
0552-Court Clerk II	14	-	-	0.4	25,819	0.4	25,819
0608-Court Clerk/Trainer	15	-	-	0.1	6,856	0.1	6,856
0907-Clerk V	11	-	-	0.9	42,577	0.9	42,577
0955-Data Entry Operator III	11	-	-	2.0	96,744	2.0	96,744
4220-Clerk IV, Senior Courts	10	-	-	4.7	189,756	2.9	130,042
5629-Cashier II Senior CCC	11	-	-	0.1	2,414	0.1	2,414
5630-Cashier IV-CCC	13	-	-	0.2	11,470	0.2	11,470
5637-Data Entry Oper III Senior-CCC	12	-	-	0.5	24,925	0.5	24,925
6586-Expungement Clerk II	11	-	-	0.1	4,804	0.1	4,804
6587-Expungement Clerk III	12	-	-	0.1	2,769	0.1	2,769
6646-Cashier V-CCC	14	-	-	0.2	9,553	0.2	9,553
		-	-	<b>15.7</b>	<b>\$754,580</b>	<b>13.9</b>	<b>\$691,900</b>
<b>35460-Public Policy</b>							

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
0010-Associate Clerk Circuit Court	24	-	-	1.0	121,172	1.0	121,172
0002-Clerk of the Circuit Court	SJU	-	-	1.0	105,000	1.0	105,000
5496-Chief Deputy Clerk III	22	-	-	1.0	82,175	1.0	82,175
5543-Data Auditor III	12	-	-	1.0	50,224	1.0	50,224
5544-General Office Assistant I	10	-	-	1.0	46,191	1.0	46,191
5687-Courtroom Manager III-CCC	18	-	-	1.0	81,162	1.0	81,162
5727-Chief of Staff/Exec Clk PP&HR	24	-	-	1.0	137,280	1.0	137,280
5732-Executive Assistant VI-CCC	22	-	-	1.0	99,034	1.0	99,034
5733-Executive Assistant VII-CCC	23	-	-	1.0	106,277	1.0	106,277
5739-General Office Assist VI CCC	14	-	-	1.0	57,833	1.0	57,833
5745-Manager IV-CCC	17	-	-	2.0	123,220	2.0	123,220
5746-Manager V-CCC	18	-	-	1.0	66,833	1.0	66,833
5804-Administrative Support VIII	20	-	-	1.0	90,536	1.0	90,536
5809-Bookkeeper X-CCC	18	-	-	1.0	78,566	1.0	78,566
		-	-	<b>15.0</b>	<b>\$1,245,503</b>	<b>15.0</b>	<b>\$1,245,503</b>
<b>35505-Scanning</b>							
0046-Admin Assistant I	12	-	-	4.8	260,516	4.8	260,516
0227-Cashier II	10	-	-	0.3	10,209	0.3	10,209
0551-Court Clerk I	13	-	-	12.5	699,425	12.5	699,425
0552-Court Clerk II	14	-	-	4.4	279,584	4.4	279,584
0608-Court Clerk/Trainer	15	-	-	1.1	75,051	1.1	75,051
0907-Clerk V	11	-	-	6.0	303,109	5.9	298,022
0955-Data Entry Operator III	11	-	-	3.5	175,748	3.5	175,748
1022-Warehouse Records Clerk II	11	-	-	0.5	24,722	0.5	24,722
4210-Data Entry Oper II, Sr Courts	10	-	-	3.6	156,403	3.6	156,403
4215-Warehouse Records Clerk I, Sr	10	-	-	1.8	76,216	1.8	76,216
4220-Clerk IV, Senior Courts	10	-	-	20.0	857,634	19.2	832,041
5625-Financial Room Clerk V CCC	13	-	-	0.5	28,464	0.5	28,464
5631-Driver I CCC	11	-	-	0.8	32,913	0.5	23,760
5637-Data Entry Oper III Senior-CCC	12	-	-	1.5	79,668	1.5	79,668
5638-Data Entry Operator IV	13	-	-	0.6	35,469	0.6	35,469
5640-Warrant Clerk	13	-	-	0.4	19,543	0.4	19,543
5641-Administrative Aide I CCC	14	-	-	0.2	12,738	0.2	12,738
6586-Expungement Clerk II	11	-	-	0.3	14,580	0.3	14,580
6588-Expungement Clerk IV	13	-	-	0.1	2,769	0.1	2,769
		-	-	<b>62.4</b>	<b>\$3,144,763</b>	<b>61.3</b>	<b>\$3,104,930</b>
<b>Total Salaries and Positions</b>		<b>1,433.5</b>	<b>\$79,392,402</b>	<b>1,453.8</b>	<b>\$82,183,680</b>	<b>1,389.0</b>	<b>\$79,282,088</b>
Turnover Adjustment		-	(3,811,660)	-	(3,694,012)	-	(3,566,526)
<b>Operating Fund Totals</b>		<b>1,433.5</b>	<b>\$75,580,742</b>	<b>1,453.8</b>	<b>\$78,489,668</b>	<b>1,389.0</b>	<b>\$75,715,562</b>

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE**

Salary Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
10	375.5	16,040,073	355.4	15,293,409	324.5	14,152,843
11	138.0	6,542,420	141.8	7,000,928	137.8	6,812,930
12	118.0	6,282,486	120.9	6,470,283	115.9	6,249,662
13	417.0	23,437,212	418.9	23,778,331	401.0	22,880,784
14	161.0	9,534,433	168.0	10,127,330	167.0	10,089,491
15	28.0	1,764,940	29.9	1,861,066	27.9	1,743,968
16	54.0	3,443,826	61.0	3,867,789	60.0	3,798,948
17	26.0	1,803,250	27.0	1,886,102	27.0	1,886,102
18	35.0	2,493,958	39.0	2,853,538	37.0	2,725,305
19	2.0	180,484	3.0	264,593	3.0	264,593
20	17.0	1,399,102	22.0	1,851,437	22.0	1,851,437
21	6.0	561,641	7.0	655,981	7.0	655,981
22	18.0	1,710,958	21.0	2,013,308	21.0	2,013,308
23	24.0	2,567,171	25.0	2,626,766	24.0	2,523,917
24	13.0	1,525,448	13.0	1,527,818	13.0	1,527,818
SJU	1.0	105,000	1.0	105,000	1.0	105,000
<b>Total Salaries and Positions</b>	<b>1,433.5</b>	<b>\$79,392,402</b>	<b>1,453.8</b>	<b>\$82,183,680</b>	<b>1,389.0</b>	<b>\$79,282,088</b>
<b>Turnover Adjustment</b>	<b>-</b>	<b>\$(3,811,660)</b>	<b>-</b>	<b>\$(3,694,012)</b>	<b>-</b>	<b>\$(3,566,526)</b>
<b>Operating Funds Total</b>	<b>1,433.5</b>	<b>\$75,580,742</b>	<b>1,453.8</b>	<b>\$78,489,668</b>	<b>1,389.0</b>	<b>\$75,715,562</b>

**DISTRIBUTION BY APPROPRIATION CLASSIFICATION**

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
501006-Sal/Wag Of Reg Employees	4,355,497	5,927,166	5,036,692	5,081,424	(845,742)
501165-Planned Salary Adjustment	6,153	13,000	42,672	42,672	29,672
501210-Planned Overtime Compensation	29,540	-	-	-	0
501225-Planned Benefit Adjustment	594,562	792,749	694,157	694,157	(98,592)
501510-Mandatory Medicare Cost	59,239	86,134	75,291	75,939	(10,195)
501585-Insurance Benefits	957,500	1,149,027	1,122,428	1,122,428	(26,599)
501765-Professional Develop/Fees	9,210	26,024	26,024	26,024	0
501835-Transp And Travel Expenses	700	9,700	9,700	9,700	0
<b>Personal Services Total</b>	<b>6,012,401</b>	<b>8,003,800</b>	<b>7,006,963</b>	<b>7,052,344</b>	<b>(951,456)</b>
<b>Contractual Service</b>					
520149-Communication Services	-	-	441	441	441
520825-Professional Services	4,995	100,000	-	-	(100,000)
521530-Non-Capitalizable Project Service Costs	-	-	1,183,354	1,183,354	1,183,354
<b>Contractual Service Total</b>	<b>4,995</b>	<b>100,000</b>	<b>1,183,795</b>	<b>1,183,795</b>	<b>1,083,795</b>
<b>Supplies &amp; Materials</b>					
530600-Office Supplies	10,778	38,800	38,800	38,800	0
530635-Books, Periodicals And Publish	236,957	261,900	261,900	261,900	0
<b>Supplies &amp; Materials Total</b>	<b>247,735</b>	<b>300,700</b>	<b>300,700</b>	<b>300,700</b>	<b>0</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	465,090	1,115,405	603,842	568,842	(546,563)
540245-Automotive Operation And Maint	695	2,910	5,000	5,000	2,090
<b>Operations &amp; Maintenance Total</b>	<b>465,785</b>	<b>1,118,315</b>	<b>608,842</b>	<b>573,842</b>	<b>(544,473)</b>
<b>Rental &amp; Leasing</b>					
550005-Office And Data Proc Equip Rental	341,781	373,347	420,347	420,347	47,000
550129-Facility And Office Space Rental	2,765	3,880	3,880	3,880	0
<b>Rental &amp; Leasing Total</b>	<b>344,546</b>	<b>377,227</b>	<b>424,227</b>	<b>424,227</b>	<b>47,000</b>
<b>Capital Equipment and Improvements</b>					
560220-Computer Equipment	4,268	-	-	-	0
<b>Capital Equipment and Improvements Total</b>	<b>4,268</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>
<b>Operating Funds Total</b>	<b>7,079,730</b>	<b>9,900,042</b>	<b>9,524,527</b>	<b>9,534,908</b>	<b>(365,134)</b>

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
10565-Applications							
0955-Data Entry Operator III	11	1.0	51,207	-	-	-	-
1107-Programmer III	20	1.0	72,893	-	-	-	-
1108-Programmer IV	22	6.5	712,925	-	-	-	-
4220-Clerk IV, Senior Courts	10	3.0	134,909	-	-	-	-
5496-Chief Deputy Clerk III	22	1.0	118,423	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	124,367	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	1.0	54,846	-	-	-	-
5638-Data Entry Operator IV	13	1.0	58,737	-	-	-	-
5759-MIS Analyst II Apps-CCC	17	1.0	69,774	-	-	-	-
5762-MIS Analyst I Methods-CCC	19	1.0	84,949	-	-	-	-
5763-MIS Analyst II Methods-CCC	20	1.0	87,164	-	-	-	-
5764-MIS Analyst IV Methods-CCC	22	2.0	204,662	-	-	-	-
5768-MIS Project Manager I-CCC	22	2.0	218,286	-	-	-	-
5769-MIS Project Manager II-CCC	23	1.0	120,399	-	-	-	-
		23.5	\$2,113,541	-	-	-	-
12565-Data Center Operations							
1101-Computer Operator I	12	2.0	99,015	-	-	-	-
1108-Programmer IV	22	1.0	57,642	-	-	-	-
4205-Computer Oper II, Sr Courts	15	3.0	192,969	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	119,891	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	0.0	1	-	-	-	-
5756-MIS Technician III-CCC	14	2.0	124,346	-	-	-	-
5761-MIS Mainframes Manager-CCC	18	1.0	81,658	-	-	-	-
5766-MIS System Programmer III-CCC	22	3.0	347,041	-	-	-	-
5767-MIS System Programmer IV-CCC	23	2.0	204,414	-	-	-	-
		15.0	\$1,226,977	-	-	-	-
15050-Information Technology							
1101-Computer Operator I	12	-	-	5.0	254,719	5.0	254,719
1104-Computer Operator IV	18	-	-	1.0	81,162	1.0	81,162
1108-Programmer IV	22	-	-	9.5	951,923	9.5	951,923
1118-Data Processing Coordinator	16	-	-	3.0	208,532	3.0	208,532
1133-Chief Information Officer	24	-	-	1.0	171,486	1.0	171,486
4200-Computer Oper I, Sr Courts	13	-	-	2.0	118,635	2.0	118,635
4205-Computer Oper II, Sr Courts	15	-	-	3.0	200,131	3.0	200,131
5466-MMIS Analyst	12	-	-	1.0	39,557	1.0	39,557
5486-Assistant Chief Deputy Clerk I	20	-	-	2.0	174,878	2.0	174,878
5496-Chief Deputy Clerk III	22	-	-	1.0	115,646	1.0	115,646
5497-Chief Deputy Clerk IV	23	-	-	3.0	307,109	3.0	351,841
5535-Assistant Manager IV-CCC	15	-	-	1.0	62,021	1.0	62,021
5536-Computer Technician III	14	-	-	1.0	48,292	1.0	48,292
5682-Timekeeper Admin Asst III CCC	16	-	-	1.0	61,227	1.0	61,227
5730-Executive Assistant II- CCC	18	-	-	1.0	69,185	1.0	69,185
5745-Manager IV-CCC	17	-	-	1.0	65,788	1.0	65,788
5746-Manager V-CCC	18	-	-	2.0	150,430	2.0	150,430
5749-MIS Analyst III Admin-CCC	14	-	-	2.0	122,150	2.0	122,150
5750-MIS Analyst V Admin CCC	16	-	-	1.0	70,227	1.0	70,227
5752-MIS Analyst I Networks-CCC	14	-	-	2.0	117,863	2.0	117,863
5755-MIS Analyst V Networks-CCC	18	-	-	1.0	81,162	1.0	81,162
5756-MIS Technician III-CCC	14	-	-	3.0	182,019	3.0	182,019
5757-MIS Technician IV-CCC	15	-	-	1.0	53,892	1.0	53,892
5758-MIS Analyst I ApplicationsCCC	16	-	-	1.0	57,527	1.0	57,527
5759-MIS Analyst II Apps-CCC	17	-	-	1.0	71,868	1.0	71,868

PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
5761-MIS Mainframes Manager-CCC	18	-	-	1.0	81,162	1.0	81,162
5763-MIS Analyst II Methods-CCC	20	-	-	2.0	170,211	2.0	170,211
5764-MIS Analyst IV Methods-CCC	22	-	-	2.0	206,117	2.0	206,117
5766-MIS System Programmer III-CCC	22	-	-	3.0	304,425	3.0	304,425
5767-MIS System Programmer IV-CCC	23	-	-	2.0	209,517	2.0	209,517
5768-MIS Project Manager I-CCC	22	-	-	2.0	203,049	2.0	203,049
5769-MIS Project Manager II-CCC	23	-	-	1.0	121,559	1.0	121,559
5800-Administrative Support IV	16	-	-	1.0	58,999	1.0	58,999
		-	-	64.5	\$5,192,466	64.5	\$5,237,198
<b>15055-Information Technology Administration</b>							
0955-Data Entry Operator III	11	1.0	48,771	-	-	-	-
1108-Programmer IV	22	1.0	92,332	-	-	-	-
1133-Chief Information Officer	24	1.0	171,484	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	43,375	-	-	-	-
5637-Data Entry Oper III Senior-CCC	12	3.0	164,538	-	-	-	-
5638-Data Entry Operator IV	13	1.0	58,737	-	-	-	-
5682-Timekeeper Admin Asst III CCC	16	1.0	60,008	-	-	-	-
5730-Executive Assistant II- CCC	18	1.0	68,738	-	-	-	-
5742-Manager I-CCC	14	2.0	103,660	-	-	-	-
5746-Manager V-CCC	18	1.0	74,564	-	-	-	-
		13.0	\$886,207	-	-	-	-
<b>16335-Network Services</b>							
0907-Clerk V	11	1.0	48,771	-	-	-	-
1104-Computer Operator IV	18	1.0	81,955	-	-	-	-
1118-Data Processing Coordinator	16	3.0	209,507	-	-	-	-
4200-Computer Oper I, Sr Courts	13	1.0	58,737	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	45,453	-	-	-	-
4802-File Manager I	14	1.0	54,963	-	-	-	-
5466-MMIS Analyst	12	1.0	38,203	-	-	-	-
5486-Assistant Chief Deputy Clerk I	20	1.0	94,552	-	-	-	-
5638-Data Entry Operator IV	13	2.0	117,474	-	-	-	-
5742-Manager I-CCC	14	1.0	53,670	-	-	-	-
5744-Manager III-CCC	16	1.0	55,919	-	-	-	-
5749-MIS Analyst III Admin-CCC	14	2.0	122,472	-	-	-	-
5752-MIS Analyst I Networks-CCC	14	1.0	58,870	-	-	-	-
5755-MIS Analyst V Networks-CCC	18	1.0	82,456	-	-	-	-
5758-MIS Analyst I ApplicationsCCC	16	1.0	57,155	-	-	-	-
5768-MIS Project Manager I-CCC	22	1.0	89,745	-	-	-	-
5777-Procurement Specialist VI-CCC	20	1.0	83,501	-	-	-	-
5800-Administrative Support IV	16	1.0	57,553	-	-	-	-
		22.0	\$1,410,956	-	-	-	-
<b>19520-Special Projects</b>							
1108-Programmer IV	22	0.7	58,626	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	105,557	-	-	-	-
5536-Computer Technician III	14	1.0	46,640	-	-	-	-
5542-Data Auditor I	10	1.0	40,667	-	-	-	-
5750-MIS Analyst V Admin CCC	16	1.0	71,528	-	-	-	-
5751-MIS Analyst VII Admin-CCC	18	1.0	72,980	-	-	-	-
5763-MIS Analyst II Methods-CCC	20	1.0	76,801	-	-	-	-
		6.7	\$472,799	-	-	-	-
<b>Total Salaries and Positions</b>		<b>80.2</b>	<b>\$6,110,480</b>	<b>64.5</b>	<b>\$5,192,466</b>	<b>64.5</b>	<b>\$5,237,198</b>
Turnover Adjustment		-	(183,314)	-	(155,774)	-	(155,774)
<b>Operating Fund Totals</b>		<b>80.2</b>	<b>\$5,927,166</b>	<b>64.5</b>	<b>\$5,036,692</b>	<b>64.5</b>	<b>\$5,081,424</b>



**PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE**

Salary Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
10	6.0	264,404	-	-	-	-
11	3.0	148,749	-	-	-	-
12	7.0	356,603	6.0	294,277	6.0	294,277
13	5.0	293,685	2.0	118,635	2.0	118,635
14	10.0	564,621	8.0	470,324	8.0	470,324
15	3.0	192,969	5.0	316,043	5.0	316,043
16	8.0	511,670	7.0	456,511	7.0	456,511
17	1.0	69,774	2.0	137,656	2.0	137,656
18	6.0	462,351	6.0	463,100	6.0	463,100
19	1.0	84,949	-	-	-	-
20	5.0	414,911	4.0	345,089	4.0	345,089
22	18.2	1,899,682	17.5	1,781,160	17.5	1,781,160
23	6.0	674,628	6.0	638,185	6.0	682,918
24	1.0	171,484	1.0	171,486	1.0	171,486
<b>Total Salaries and Positions</b>	<b>80.2</b>	<b>\$6,110,480</b>	<b>64.5</b>	<b>\$5,192,466</b>	<b>64.5</b>	<b>\$5,237,198</b>
<b>Turnover Adjustment</b>	<b>-</b>	<b>\$(183,314)</b>	<b>-</b>	<b>\$(155,774)</b>	<b>-</b>	<b>\$(155,774)</b>
<b>Operating Funds Total</b>	<b>80.2</b>	<b>\$5,927,166</b>	<b>64.5</b>	<b>\$5,036,692</b>	<b>64.5</b>	<b>\$5,081,424</b>

**DISTRIBUTION BY APPROPRIATION CLASSIFICATION**

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
501006-Sal/Wag Of Reg Employees	3,368,529	4,819,589	3,721,759	3,679,943	(1,139,646)
501165-Planned Salary Adjustment	2,175	3,000	3,000	3,000	0
501210-Planned Overtime Compensation	58,129	10,000	-	-	(10,000)
501225-Planned Benefit Adjustment	485,524	647,365	526,306	526,306	(121,059)
501510-Mandatory Medicare Cost	48,241	70,076	55,635	55,028	(15,048)
501585-Insurance Benefits	1,083,750	1,300,529	1,249,084	1,249,084	(51,445)
501765-Professional Develop/Fees	-	5,258	5,281	5,281	23
501835-Transp And Travel Expenses	700	1,467	1,467	1,467	0
<b>Personal Services Total</b>	<b>5,047,048</b>	<b>6,857,284</b>	<b>5,562,532</b>	<b>5,520,109</b>	<b>(1,337,175)</b>
<b>Contractual Service</b>					
520485-Graphics And Reproduction Svcs	500,241	677,250	650,000	650,000	(27,250)
520825-Professional Services	225,400	467,000	82,000	82,000	(385,000)
<b>Contractual Service Total</b>	<b>725,641</b>	<b>1,144,250</b>	<b>732,000</b>	<b>732,000</b>	<b>(412,250)</b>
<b>Supplies &amp; Materials</b>					
530100-Wearing Apparel	-	4,850	15,000	15,000	10,150
530600-Office Supplies	16,870	38,894	338,894	338,894	300,000
530635-Books, Periodicals And Publish	24,014	63,050	486,000	486,000	422,950
530700-Multimedia Supplies	-	43,650	33,650	33,650	(10,000)
<b>Supplies &amp; Materials Total</b>	<b>40,883</b>	<b>150,444</b>	<b>873,544</b>	<b>873,544</b>	<b>723,100</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	51,511	295,910	273,503	498,503	202,593
540245-Automotive Operation And Maint	6,592	47,530	47,530	47,530	0
<b>Operations &amp; Maintenance Total</b>	<b>58,103</b>	<b>343,440</b>	<b>321,033</b>	<b>546,033</b>	<b>202,593</b>
<b>Rental &amp; Leasing</b>					
550005-Office And Data Proc Equip Rental	-	14,550	384,550	384,550	370,000
<b>Rental &amp; Leasing Total</b>	<b>-</b>	<b>14,550</b>	<b>384,550</b>	<b>384,550</b>	<b>370,000</b>
<b>Capital Equipment and Improvements</b>					
560350-Capital Equipment	-	177,423	0	0	(177,423)
<b>Capital Equipment and Improvements Total</b>	<b>-</b>	<b>177,423</b>	<b>0</b>	<b>0</b>	<b>(177,423)</b>
<b>Operating Funds Total</b>	<b>5,871,676</b>	<b>8,687,391</b>	<b>7,873,659</b>	<b>8,056,236</b>	<b>(631,155)</b>

## PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
10595-Archives							
0227-Cashier II	10	1.0	44,571	-	-	-	-
0906-Clerk IV	09	0.0	1	-	-	-	-
4220-Clerk IV, Senior Courts	10	3.0	134,602	-	-	-	-
5494-Chief Deputy Clerk I	20	1.0	95,979	-	-	-	-
		5.0	\$275,153	-	-	-	-
16165-Micrographic Division							
0046-Admin Assistant I	12	4.0	218,476	-	-	-	-
0551-Court Clerk I	13	1.0	58,737	-	-	-	-
0906-Clerk IV	09	0.0	1	-	-	-	-
0907-Clerk V	11	5.0	245,401	-	-	-	-
0955-Data Entry Operator III	11	1.0	48,771	-	-	-	-
4220-Clerk IV, Senior Courts	10	6.0	257,486	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	112,887	-	-	-	-
5534-Assistant Manager III-CCC	14	1.0	54,837	-	-	-	-
5680-TimekeeperAdmin Asst I CCC	14	1.0	58,824	-	-	-	-
5742-Manager I-CCC	14	1.0	49,725	-	-	-	-
5748-Manager VII-CCC	20	1.0	83,756	-	-	-	-
6587-Expungement Clerk III	12	1.0	51,214	-	-	-	-
		23.0	\$1,240,115	-	-	-	-
18645-Record Center - Data Administration							
1022-Warehouse Records Clerk II	11	1.0	48,771	-	-	-	-
4215-Warehouse Records Clerk I, Sr	10	2.0	88,355	-	-	-	-
4220-Clerk IV, Senior Courts	10	1.0	44,571	-	-	-	-
5496-Chief Deputy Clerk III	22	1.0	119,105	-	-	-	-
5638-Data Entry Operator IV	13	1.0	58,737	-	-	-	-
		6.0	\$359,539	-	-	-	-
18650-Record Center Administration							
0046-Admin Assistant I	12	1.0	54,846	-	-	-	-
0048-Administrative Assistant III	16	0.0	1	-	-	-	-
0907-Clerk V	11	1.0	51,207	-	-	-	-
1023-Warehouse Records Clerk III	12	1.0	54,846	-	-	-	-
4215-Warehouse Records Clerk I, Sr	10	1.0	44,571	-	-	-	-
4220-Clerk IV, Senior Courts	10	4.0	168,558	-	-	-	-
4802-File Manager I	14	2.0	119,755	-	-	-	-
4804-File Manager III	16	1.0	65,491	-	-	-	-
5546-General Office Assistant IV	12	2.0	81,248	-	-	-	-
5684-Assistant Manager V CCC	16	1.0	64,448	-	-	-	-
5735-File Manager V-CCC	18	2.0	137,594	-	-	-	-
5742-Manager I-CCC	14	1.0	61,770	-	-	-	-
5743-Manager II-CCC	15	1.0	51,331	-	-	-	-
5744-Manager III-CCC	16	2.0	131,236	-	-	-	-
5745-Manager IV-CCC	17	1.0	77,385	-	-	-	-
5746-Manager V-CCC	18	2.0	139,539	-	-	-	-
5748-Manager VII-CCC	20	1.0	68,896	-	-	-	-
5754-MIS Analyst IV Networks-CCC	17	0.0	1	-	-	-	-
5801-Administrative Support V	17	1.0	67,742	-	-	-	-
		25.0	\$1,440,465	-	-	-	-
18655-Record Center Operations							
0551-Court Clerk I	13	0.0	1	-	-	-	-
0907-Clerk V	11	2.0	99,978	-	-	-	-
1022-Warehouse Records Clerk II	11	2.0	98,383	-	-	-	-
1023-Warehouse Records Clerk III	12	2.0	104,460	-	-	-	-

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
4215-Warehouse Records Clerk I, Sr	10	3.0	133,408	-	-	-	-
4225-Warehouse Records Clerk IV	13	3.0	176,211	-	-	-	-
5487-Assistant Chief Deputy Clk II	21	1.0	68,763	-	-	-	-
5488-Assistant Chief Deputy Clk III	22	1.0	101,617	-	-	-	-
5497-Chief Deputy Clerk IV	23	1.0	116,987	-	-	-	-
5631-Driver I CCC	11	3.0	146,063	-	-	-	-
5632-Driver II CCC	12	1.0	53,339	-	-	-	-
5633-Driver III CCC	13	3.0	176,211	-	-	-	-
5640-Warrant Clerk	13	1.0	55,941	-	-	-	-
5743-Manager II-CCC	15	1.0	53,587	-	-	-	-
5744-Manager III-CCC	16	1.0	67,535	-	-	-	-
5745-Manager IV-CCC	17	1.0	61,312	-	-	-	-
5800-Administrative Support IV	16	1.0	55,768	-	-	-	-
5804-Administrative Support VIII	20	1.0	94,122	-	-	-	-
		<b>28.0</b>	<b>\$1,663,686</b>	-	-	-	-
<b>18695-Records Retention</b>							
0046-Admin Assistant I	12	-	-	7.6	415,877	7.6	415,877
0142-Accountant II	13	-	-	0.8	44,488	0.8	44,488
0551-Court Clerk I	13	-	-	0.9	46,184	0.9	46,184
0552-Court Clerk II	14	-	-	0.4	22,291	0.4	22,291
0608-Court Clerk/Trainer	15	-	-	0.1	6,490	0.1	6,490
0907-Clerk V	11	-	-	13.9	703,932	11.9	602,302
0955-Data Entry Operator III	11	-	-	0.1	4,925	0.1	4,925
1022-Warehouse Records Clerk II	11	-	-	2.0	101,451	2.0	101,451
1023-Warehouse Records Clerk III	12	-	-	3.0	146,436	3.0	146,436
4210-Data Entry Oper II, Sr Courts	10	-	-	1.3	58,314	1.3	58,314
4215-Warehouse Records Clerk I, Sr	10	-	-	3.0	134,730	3.0	134,730
4220-Clerk IV, Senior Courts	10	-	-	28.6	1,248,402	28.8	1,264,182
4225-Warehouse Records Clerk IV	13	-	-	3.0	177,952	3.0	177,952
5497-Chief Deputy Clerk IV	23	-	-	1.0	87,742	1.0	87,742
5631-Driver I CCC	11	-	-	2.0	99,416	2.0	99,416
5632-Driver II CCC	12	-	-	2.0	108,137	2.0	108,137
5633-Driver III CCC	13	-	-	3.0	177,952	3.0	177,952
5636-Accountant II Senior CCC	14	-	-	0.1	6,369	0.1	6,369
5637-Data Entry Oper III Senior-CCC	12	-	-	0.5	27,694	0.5	27,694
5638-Data Entry Operator IV	13	-	-	0.1	2,905	0.1	2,905
5639-Admin Assistant I Senior CCC	13	-	-	0.5	29,659	1.4	83,044
5641-Administrative Aide I CCC	14	-	-	2.6	162,403	2.6	162,403
6586-Expungement Clerk II	11	-	-	0.3	13,760	0.3	13,760
		-	-	<b>76.5</b>	<b>\$3,827,511</b>	<b>75.6</b>	<b>\$3,795,048</b>
<b>35110-Courtroom Clerks, Calls and Services</b>							
4220-Clerk IV, Senior Courts	10	-	-	0.1	4,676	-	-
		-	-	<b>0.1</b>	<b>\$4,676</b>	-	-
<b>35505-Scanning</b>							
4220-Clerk IV, Senior Courts	10	-	-	0.1	4,676	-	-
		-	-	<b>0.1</b>	<b>\$4,676</b>	-	-
<b>Total Salaries and Positions</b>		<b>87.0</b>	<b>\$4,978,958</b>	<b>76.7</b>	<b>\$3,836,864</b>	<b>75.6</b>	<b>\$3,795,048</b>
Turnover Adjustment		-	(149,369)	-	(115,105)	-	(115,105)
<b>Operating Fund Totals</b>		<b>87.0</b>	<b>\$4,829,589</b>	<b>76.7</b>	<b>\$3,721,759</b>	<b>75.6</b>	<b>\$3,679,943</b>

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE**

Salary Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
09	-	2	-	-	-	-
10	21.0	916,122	33.1	1,450,799	33.1	1,457,226
11	15.0	738,574	18.3	923,485	16.3	821,855
12	12.0	618,429	13.1	698,145	13.1	698,145
13	9.0	525,838	8.2	479,141	9.1	532,526
14	6.0	344,911	3.0	191,063	3.0	191,063
15	2.0	104,918	0.1	6,490	0.1	6,490
16	6.0	384,479	-	-	-	-
17	3.0	206,440	-	-	-	-
18	4.0	277,133	-	-	-	-
20	4.0	342,753	-	-	-	-
21	1.0	68,763	-	-	-	-
22	3.0	333,609	-	-	-	-
23	1.0	116,987	1.0	87,742	1.0	87,742
<b>Total Salaries and Positions</b>	<b>87.0</b>	<b>\$4,978,958</b>	<b>76.7</b>	<b>\$3,836,864</b>	<b>75.6</b>	<b>\$3,795,048</b>
<b>Turnover Adjustment</b>	<b>-</b>	<b>\$(149,369)</b>	<b>-</b>	<b>\$(115,105)</b>	<b>-</b>	<b>\$(115,105)</b>
<b>Operating Funds Total</b>	<b>87.0</b>	<b>\$4,829,589</b>	<b>76.7</b>	<b>\$3,721,759</b>	<b>75.6</b>	<b>\$3,679,943</b>

**DISTRIBUTION BY APPROPRIATION CLASSIFICATION**

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Personal Services</b>					
501006-Sal/Wag Of Reg Employees	386,779	516,751	579,973	504,288	(12,463)
501210-Planned Overtime Compensation	11,495	-	-	-	0
501225-Planned Benefit Adjustment	56,990	75,986	85,653	85,653	9,667
501510-Mandatory Medicare Cost	5,704	7,493	8,670	7,572	79
501585-Insurance Benefits	113,040	135,668	110,030	110,030	(25,638)
501765-Professional Develop/Fees	150	2,150	2,150	2,150	0
<b>Personal Services Total</b>	<b>574,157</b>	<b>738,048</b>	<b>786,475</b>	<b>709,692</b>	<b>(28,356)</b>
<b>Supplies &amp; Materials</b>					
530600-Office Supplies	490	500	500	500	0
530635-Books, Periodicals And Publish	-	500	500	500	0
<b>Supplies &amp; Materials Total</b>	<b>490</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>
<b>Operations &amp; Maintenance</b>					
540129-Maint And Subscription Svcs	-	-	2,645	2,645	2,645
<b>Operations &amp; Maintenance Total</b>	<b>-</b>	<b>-</b>	<b>2,645</b>	<b>2,645</b>	<b>2,645</b>
<b>Operating Funds Total</b>	<b>574,647</b>	<b>739,048</b>	<b>790,120</b>	<b>713,337</b>	<b>(25,711)</b>

**PERSONAL SERVICES - SUMMARY OF POSITIONS BY PROGRAM AND JOB CODE**

Job Code/Title	Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
		FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
13945-Finance							
5679-Accountant VIII-CCC	19	-	-	2.0	147,389	2.0	147,389
5742-Manager I-CCC	14	-	-	3.0	151,601	3.0	151,601
5745-Manager IV-CCC	17	-	-	2.0	110,382	2.0	110,382
5806-Bookkeeper VII-CCC	15	-	-	2.0	112,853	2.0	112,853
5808-Bookkeeper IX-CCC	17	-	-	1.0	75,685	-	-
		-	-	10.0	\$597,910	9.0	\$522,225
10155-Administration							
5679-Accountant VIII-CCC	19	2.0	142,692	-	-	-	-
5742-Manager I-CCC	14	3.0	147,706	-	-	-	-
5745-Manager IV-CCC	17	1.0	54,794	-	-	-	-
5806-Bookkeeper VII-CCC	15	2.0	110,156	-	-	-	-
5808-Bookkeeper IX-CCC	17	1.0	77,385	-	-	-	-
		9.0	\$532,733	-	-	-	-
Total Salaries and Positions		9.0	\$532,733	10.0	\$597,910	9.0	\$522,225
Turnover Adjustment		-	(15,982)	-	(17,937)	-	(17,937)
Operating Fund Totals		9.0	\$516,751	10.0	\$579,973	9.0	\$504,288



**PERSONAL SERVICES - SUMMARY OF POSITIONS BY GRADE**

Salary Grade	2017 Approved & Adopted		Department Request		President's Recommendation	
	FTE Pos.	Salaries	FTE Pos.	Salaries	FTE Pos.	Salaries
14	3.0	147,706	3.0	151,601	3.0	151,601
15	2.0	110,156	2.0	112,853	2.0	112,853
17	2.0	132,179	3.0	186,067	2.0	110,382
19	2.0	142,692	2.0	147,389	2.0	147,389
<b>Total Salaries and Positions</b>	<b>9.0</b>	<b>\$532,733</b>	<b>10.0</b>	<b>\$597,910</b>	<b>9.0</b>	<b>\$522,225</b>
<b>Turnover Adjustment</b>	-	<b>\$(15,982)</b>	-	<b>\$(17,937)</b>	-	<b>\$(17,937)</b>
<b>Operating Funds Total</b>	<b>9.0</b>	<b>\$516,751</b>	<b>10.0</b>	<b>\$579,973</b>	<b>9.0</b>	<b>\$504,288</b>

## DISTRIBUTION BY APPROPRIATION CLASSIFICATION

Account	2017 Expend.	2017 Adjusted Appropriation	Department Request	President's Recommendation	Difference
<b>Capital Equipment and Improvements</b>					
560220-Computer Equipment	-	250,000	250,000	250,000	0
<b>Capital Equipment and Improvements Total</b>	-	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>
<b>Operating Funds Total</b>	<b>0</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>

**Dorothy Brown  
Clerk of the Circuit Court  
FY 2018 Capital Equipment Request**

<b>Dept</b>	<b>Project ID</b>	<b>Item</b>	<b>Quantity Requested</b>	<b>Unit Cost</b>	<b>Total Request</b>
335	21144	New Case Management System	1	\$8,601,783	\$8,601,783
335	Project # 178	e-Record - Disaster Recovery	1	\$500,000	\$500,000
335	Project # 6	Shredders for Court branches	8	\$1,500	\$12,000
335	Project # 14	Rotating Shelving Units	10	\$2,000	\$20,000
335	21082	3-Tier Forklift	1	\$42,000	\$42,000
<b>Total (335) 717 Capital Request</b>					<b>\$9,175,783</b>
529	21088	3-Tier Forklift	1	\$42,000	\$42,000
<b>Total (529) 717 Capital Request</b>					<b>\$42,000</b>
<b>Grand Total Capital Requests</b>					<b>\$9,217,783</b>