

JUVENILE & DOMESTIC RELATIONS DISTRICT COURT

DESCRIPTION

The Juvenile and Domestic Relations District Court hears criminal, civil, traffic, and social services matters. The Juvenile and Domestic court exercises jurisdiction of juvenile cases in which they are the offender or victim, adult misdemeanor and preliminary felony hearings of cases involving family or household members, juvenile traffic infractions, child/spousal support, custody/visitation, and social services cases including foster care. The Juvenile Court differs from other courts in their commitment to rehabilitate those who come before the court, in addition to protecting the public and holding juvenile offenders accountable for their behavior. The Juvenile and Domestic Relations Clerk's Office is responsible for entering all cases, subpoenaing witnesses, processing criminal cases, writing support/custody orders, entering protective orders, answering phone calls, and assisting walk ins.

The Judges of the Juvenile and Domestic Relations District Court are elected by the General Assembly for a term of six years. The Judges, Clerk, and Deputy Clerks are paid directly by the Commonwealth. The county provides space, furniture, and support for the court. Currently, five full-time judges preside over the Henrico County Juvenile and Domestic Relations District Court.

OBJECTIVES

- To update records quickly and accurately so that case information is available, and accounting of court funds is correct.
- To enhance customer service to effectively assist litigants and court professionals seeking information on cases.
- To ensure the efficient and effective operation of the Juvenile and Domestic Relations District Court for the citizens of Henrico County.

FISCAL YEAR 2025 SUMMARY

Annual Fiscal Plan

Description	FY23 Actual	FY24 Original	FY25 Proposed	Change 24 to 25
Personnel *	\$ 93,573	\$ 107,650	\$ 107,650	0.0%
Operation	89,680	107,275	102,275	(4.7%)
Capital	9,004	3,750	8,750	133.3%
Total	\$ 192,257	\$ 218,675	\$ 218,675	0.0%
Personnel Complement *	N/A	N/A	N/A	N/A

*Full-time Personnel expenses are paid by the Commonwealth of Virginia and are not reflected in the county's personnel complement.

PERFORMANCE MEASURES

	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>	<u>Change 24 to 25</u>
Workload Measures				
Cases filed in Juvenile Court	15,153	15,600	16,000	400
Court Hearings	39,977	41,200	42,400	1,200

*Note: These estimates are prepared by State Supreme Court Personnel.

BUDGET HIGHLIGHTS

The FY25 budget for the Juvenile and Domestic Relations District Court is \$218,675. The personnel budget remains unchanged from FY24. The Court has requested to shift \$5,000 from the operating budget into the capital budget to accommodate furniture needs. Other changes within the operating budget represent increasing printing and association membership expenses. These funds support the operational needs of the five judges and their staff, whose salaries are funded by the State. The budget provides a supplement of \$4,000 to each clerk in the Juvenile Court Clerk's office.

DEPARTMENTAL HIGHLIGHTS

The Juvenile & Domestic Relations District Court remained fully functional for the fiscal year even during a staffing shortage that resulted in being staffed at 54% of full-time employees. Henrico County generously helped JDR District Court through the staffing shortage by providing a temporary part-time filing clerk. A recommitment to successful and full staffing resulted in bringing the staffing percentage to nearly 80%.

The Juvenile and Domestic Relations District Court organized Families First as a sub-division of the Court's Best Practices initiative. Families First brings Judges and court partners together to discuss concerns and to initiate improvements when needed for the smooth and effective operation of the Court and agencies devoted to the wellbeing of children. Court partners include representatives from the Court Services Unit, the Department of Social Services, Henrico Juvenile Detention Home, James River Juvenile Detention Center, the Commonwealth's Attorney's Office, Community Corrections, the Children's Services Act, CASA, Henrico County Public Schools, and Henrico Area Mental Health and Developmental Services.

Highlighting the Families First initiative is a day-long Families First Conference, with CLE credit, that is being offered to guardians ad litem and to court-appointed counsel, along with other attorneys who practice frequently in the Court. The conference reflects more than a year of planning. Sessions will identify, explain, and promote the use of services that are available to Henrico County families who come before the Court.



**Department Operating Budget
Henrico County, Virginia
FY2024-25
JUVENILE COURT SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50104 Temporary Salaries and Wages - Regular	86,923	100,000	100,000	0	0.0%
50110 FICA	6,650	7,650	7,650	0	0.0%
50201 Legal Services	600	1,000	1,000	0	0.0%
50209 Other Professional Services	0	525	300	-225	-42.9%
50210 Maintenance and Repairs	0	500	500	0	0.0%
50220 Lease/Rent Of Equipment	8,980	13,500	12,500	-1,000	-7.4%
50230 Temporary Help Service Fees	3,229	0	0	0	0.0%
50240 Printing and Binding	623	300	625	325	108.3%
50250 Advertising	0	100	0	-100	-100.0%
50270 Other Contractual Services	42,368	40,000	40,000	0	0.0%
50410 Postal Services	0	50	50	0	0.0%
50412 Telecommunications	15,250	17,000	17,000	0	0.0%
50431 Education and Training	7,019	18,500	14,500	-4,000	-21.6%
50450 Dues And Association Memberships	3,015	1,000	3,000	2,000	200.0%
50453 Freight Charges	690	0	0	0	0.0%
50500 Office Supplies	3,735	6,000	6,000	0	0.0%
50501 Food Supplies and Food Service Supplies	1,470	1,000	1,000	0	0.0%
50503 Medical and Laboratory Supplies	2,216	7,000	5,000	-2,000	-28.6%
50511 Uniforms/Wearing Apparel/ITEMS	485	800	800	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	9,004	2,500	7,500	5,000	200.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	1,250	1,250	0	0.0%
Total Department	192,257	218,675	218,675	0	0.0%