

ORPHANS' COURT - 106

MISSION AND SERVICES

Mission - The Orphans' Court provides supervision of decedents' estates and children's property to the beneficiaries in order to protect decedents' and children's assets.

Core Services -

- Administration of decedents' estates, primarily through probate hearings; determination of the validity of wills and claims against estates for the benefit of the heir(s) of the estate
- Administration of children's property, including appointing and supervising the guardianship of minors

Strategic Focus in FY 2015 -

The agency's top priorities in FY 2015 are:

- Increase the number of decedents' assets that are intact through having one sitting judge review caseload and dockets
- Increase the number of guardianships with assets intact through having one sitting judge review caseload and dockets

FY 2015 BUDGET SUMMARY

The FY 2015 approved budget for the Orphans' Court is \$415,700, an increase of \$1,700 or 0.4% over the FY 2014 budget.

Budgetary Changes -

FY 2014 BUDGET	\$414,000
FY 2015 cost of living adjustment	\$1,500
Increase in on-going expense for audio contract, intercom system, and Court Smart system	\$800
Decrease in fringe benefits as a percentage of compensation from 26.0% to 25.7%	(\$600)
FY 2015 APPROVED BUDGET	\$415,700

SERVICE DELIVERY PLAN AND PERFORMANCE

GOAL 1 - To monitor the property of a deceased resident of the County in order to carry out the wishes of the decedent and to ensure distribution to the beneficiaries.

Objective 1.1 - Increase the number of decedents' assets that are intact.

Targets	Long Term Target Compared with Performance										
<p>Short term: By FY 2015 - 2,300</p> <p>Intermediate term: By FY 2017 - 2,500</p> <p>Long term: By FY 2019 - 2,700</p>	<p>Long Term Target (FY19): 2,700</p> <table style="margin: 10px auto; border: none;"> <tr> <td style="text-align: center;">1,519</td> <td style="text-align: center;">2,068</td> <td style="text-align: center;">2,145</td> <td style="text-align: center;">2,200</td> <td style="text-align: center;">2,300</td> </tr> <tr> <td style="text-align: center;">FY 2011 Actual</td> <td style="text-align: center;">FY 2012 Actual</td> <td style="text-align: center;">FY 2013 Actual</td> <td style="text-align: center;">FY 2014 Estimated</td> <td style="text-align: center;">FY 2015 Projected</td> </tr> </table>	1,519	2,068	2,145	2,200	2,300	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
1,519	2,068	2,145	2,200	2,300							
FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected							

Trend and Analysis - The Orphans' Court workload and volume metrics are related directly to estate filings and are not tied to any economic or other traditional workload cycles.

Performance Measures –

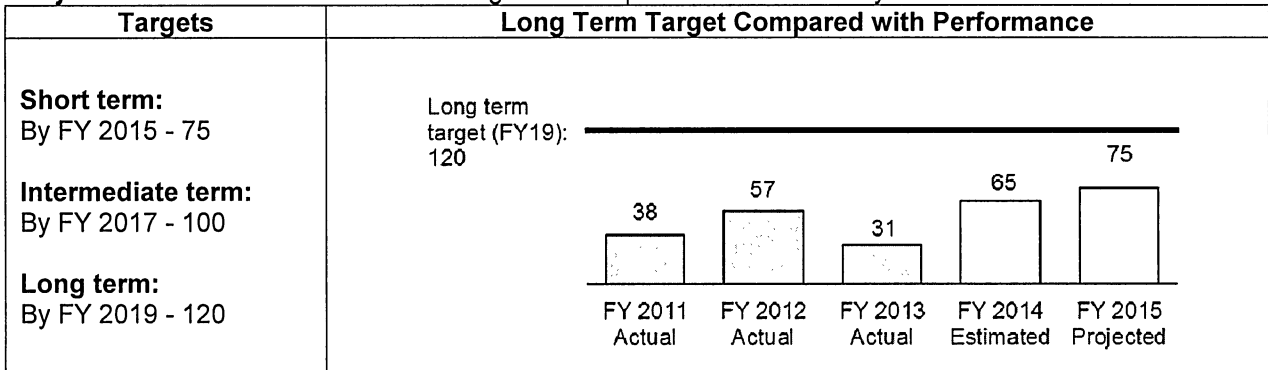
Measure Name	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Resources (input)					
Number of judges	3	3	3	3	3
Workload, Demand and Production (output)					
Number of hearings	1,696	2,142	2,172	2,375	2,425
Number of pleadings	5,019	6,428	6,539	6,200	6,350
Number of estates open	2,155	2,179	2,207	2,200	2,300
Number of hearing notices, orders and writs issued	2,569	2,503	2,235	2,400	2,550
Efficiency					
Average number of hearings per judge	565.3	714.0	724.0	791.7	808.3
Average number of pleadings per judge	1,673.0	2,142.7	2,179.7	2,066.7	2,116.7
Quality					
Percent of estate decisions upheld on appeal	100%	100%	100%	100%	100%
Impact (outcome)					
Number of intact estates	1,519	2,068	2,145	2,200	2,300

Strategies to Accomplish the Objective -

- **Strategy 1.1.1** - Have one sitting judge three days per week to review and rule on the case docket
- **Strategy 1.1.2** - Follow up on all rulings and applicable wills by reviewing a decedent's and heir's accounts to ensure decedent's assets are distributed within the law

GOAL 2 - To provide protection of children's assets until they are legally adults (18 years of age) in order to ensure proper monetary distribution for their short-term and long-term needs.

Objective 2.1 - Increase the number of guardianships closed successfully with all assets intact.



Trend and Analysis - The Orphans' Court workload and volume metrics are related directly to estate filings and are not tied to any economic or other traditional workload cycles.

Performance Measures -

Measure Name	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Estimated	FY 2015 Projected
Resources (input)					
Number of judges	3	3	3	3	3
Workload, Demand and Production (output)					
Number of hearings	160	213	163	215	230
Number of pleadings	694	665	505	725	750
Number of guardianships open	126	108	118	165	180
Number of orders and writs issued	568	497	387	425	480
Efficiency					
Average number of hearings per judge	53.3	71.0	54.3	71.7	76.7
Average number of pleadings per judge	231.3	221.7	168.3	241.7	250.0
Quality					
Number of appeals	0	0	0	0	0
Impact (outcome)					
Number of intact guardianships	38	57	31	65	75

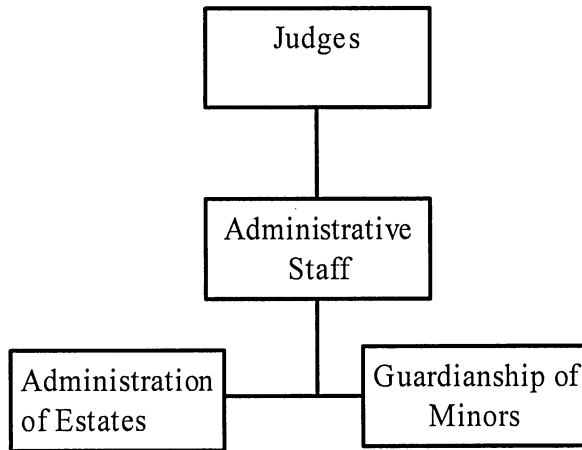
Strategies to Accomplish the Objective -

- **Strategy 2.1.1** - Have one sitting judge three days per week to review and rule on the case docket
- **Strategy 2.1.2** - Review accounts of guardianships to ensure withdraws are proper and important

FY 2014 KEY ACCOMPLISHMENTS

- Maintained an efficient and effective level of service to the public.
- Continued to hold quarterly meetings with Estates & Trusts Section of the Prince George's County Bar Association to discuss new laws, procedures or concern of the Bar and its clients and any other matters relating to probate.

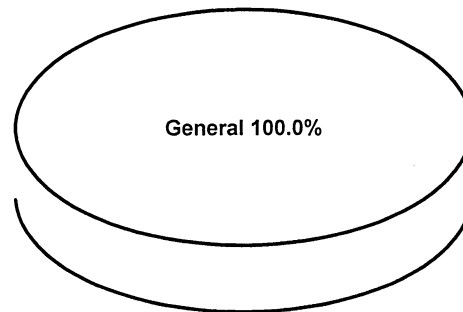
ORGANIZATIONAL CHART



	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
TOTAL EXPENDITURES	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%
EXPENDITURE DETAIL					
Orphans' Court	401,992	414,000	411,400	415,700	0.4%
Recoveries	0	0	0	0	0%
TOTAL	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%
SOURCES OF FUNDS					
General Fund	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%
Other County Operating Funds:					
TOTAL	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%

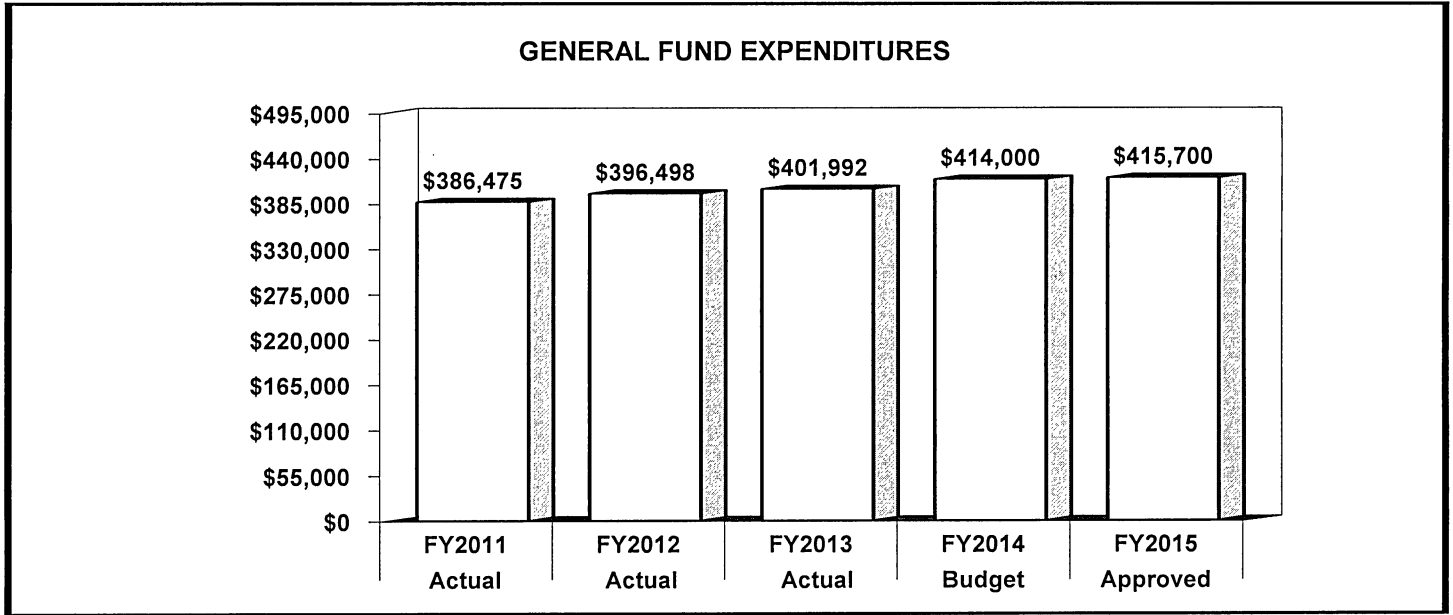
FY2015 SOURCES OF FUNDS

This agency's funding is derived solely from the County's General Fund.

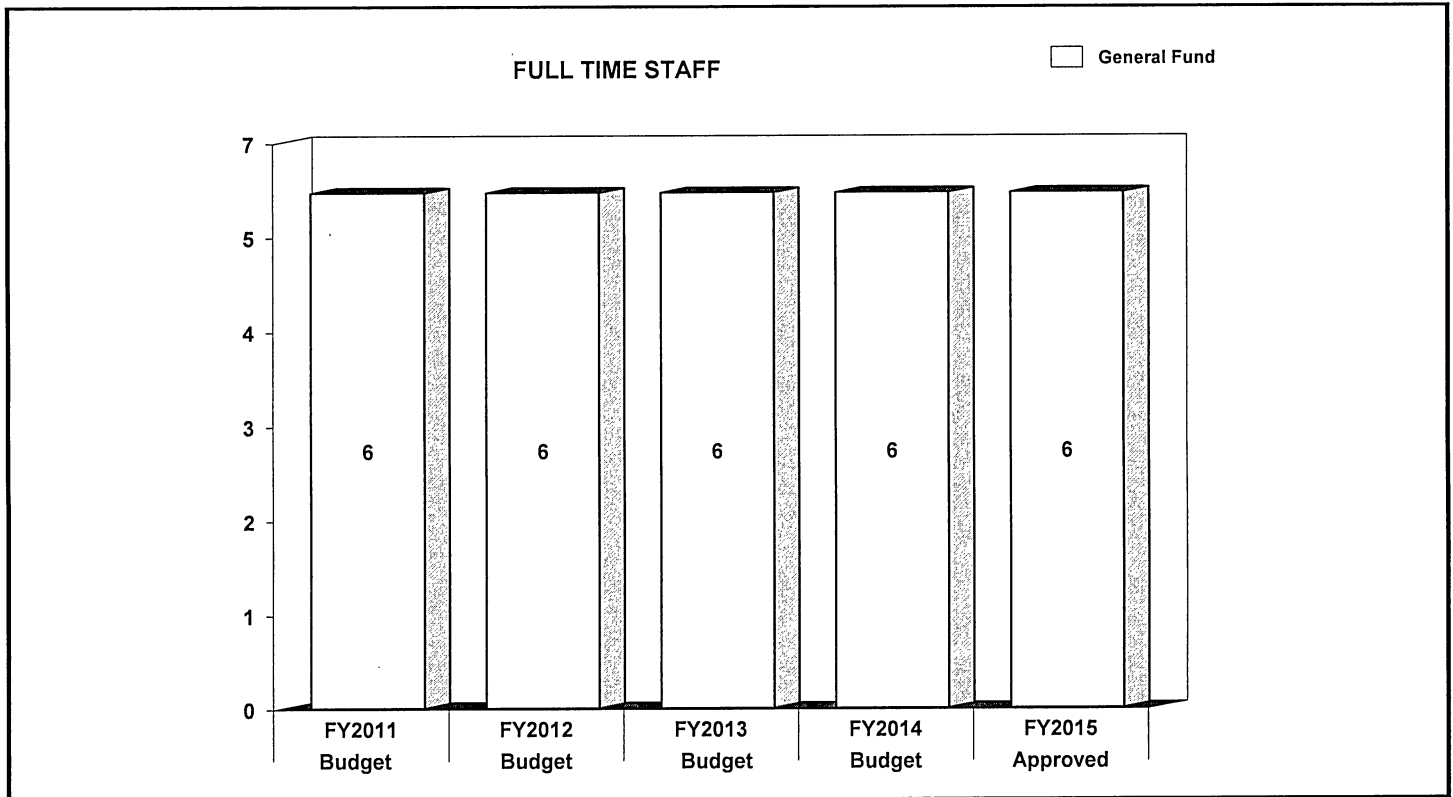


	FY2013 BUDGET	FY2014 BUDGET	FY2015 APPROVED	CHANGE FY14-FY15
GENERAL FUND STAFF				
Full Time - Civilian	6	6	6	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term	0	0	0	0
OTHER STAFF				
Full Time - Civilian				
Full Time - Sworn				
Part Time				
Limited Term Grant Funded				
TOTAL				
Full Time - Civilian	6	6	6	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Judges	3	0	0
Administrative Assistant IV	1	0	0
Administrative Assistant II	1	0	0
General Clerk III	1	0	0
TOTAL	6	0	0



The agency's expenditures increased 4.0% from FY 2011 to FY 2013. This increase is driven by the newly required software to update the court system. The FY 2015 approved budget is 0.4% more than the FY 2014 budget. This increase is driven by the cost of living adjustment.



The agency's staffing complement remained unchanged from FY 2011 to FY 2014. The FY 2015 staffing totals remain unchanged from FY 2014.

	FY2013 ACTUAL	FY2014 BUDGET	FY2014 ESTIMATED	FY2015 APPROVED	CHANGE FY14-FY15
EXPENDITURE SUMMARY					
Compensation	\$ 312,066	\$ 315,700	\$ 315,700	\$ 317,200	0.5%
Fringe Benefits	74,554	82,100	80,000	81,500	-0.7%
Operating Expenses	15,372	16,200	15,700	17,000	4.9%
Capital Outlay	0	0	0	0	0%
	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%
Recoveries	0	0	0	0	0%
TOTAL	\$ 401,992	\$ 414,000	\$ 411,400	\$ 415,700	0.4%
STAFF					
Full Time - Civilian	-	6	-	6	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

In FY 2015, compensation expenditures increase 0.5% over the FY 2014 budget due to the cost of living adjustment. Compensation costs include funding for six full-time employees. Fringe benefit expenditures decrease 0.7% under the FY 2014 budget to reflect actual expenses.

Operating expenditures increase 4.9% over the FY 2014 budget due to the audio contract, intercom system, and Court Smart system.

MAJOR OPERATING EXPENDITURES FY2015	
Office Automation	\$ 12,500
Operating and Office Supplies	\$ 3,500
Telephones	\$ 1,000

