

Clerk of Courts
Budget Hearing 2022-2023
November 4, 2021

- Good afternoon, Nailah K. Byrd on behalf of the Cuyahoga County Clerk of Courts.
- As most of you are aware, the mission of the Cuyahoga County Clerk of Courts is to perform all statutory duties relative to the filing, preservation, retrieval, and public dissemination of all applicable court documents and records pertaining to the Common Pleas Court’s General and Domestic Relations Divisions and the Eighth District Court of Appeals. The office also collects, holds, and disburses fees and costs paid to the court in a secure, timely and cost-effective manner.
- We are committed to providing quality customer service, access to critical justice related services, and accurate and efficient record management and financial administration.
- To accomplish this mission, we work collaboratively and cooperatively with the court administration and judges, and continue to build and foster strong relationships with all of our justice stakeholders and partners.
- We also deeply appreciate and value the work and institutional knowledge of our most valuable assets... our current employees.
- As requested in Chair Miller’s Budget Hearing Memo, dated September 28, 2021, I will provide a brief overview of the agency’s 2022-2023 biennial budget and answers to the questions asked.
- The 2022 - 2023 budget for the Cuyahoga County Clerk of Courts includes approximately \$8.2 million for 2022 and \$8.3 million for 2023.
- The breakdown of the budget is straight forward and, as it has historically been, consists largely of two parts; personnel and postage.
 - Personnel accounts for approximately 69% of our expenditures or approximately \$5.6 million in 2022 and \$5.8 million in 2023.

- Other Operating costs, which accounts for mostly postage, is approximately 20% of the budget or approximately \$1.6 million for both 2022 and 2023.
 - The remaining 11%, or approximately \$900,000 of expenditures include costs associated to supplies, as well as chargebacks for contracted services, space maintenance, and security.
- My responses to the additional information requested in Chairman Miller's memo are as follows:
 - First, the Clerk of Courts 2022 – 2023 budget does include a budget reduction of approximately \$800,000 for personnel services.
 - Second, the Clerk of Courts 2022 -2023 budget does not include any new initiatives or increased expenditures that were not a part of our 2020 or 2021 budget.
 - Lastly, at this time, I do not have concerns with the 2022-2023 recommended budget **as long as** I can continue to fill vacancies as they arise to ensure we have adequate staffing to continue operating efficiently and effectively while also fulfilling all our statutorily mandated obligations.
- Also, on November 1, 2021, I emailed Chair Miller the response to the question asked in the October 27, 2021 email from Legislative Budget Advisor Trevor McAleer on behalf of Chair Miller.
- That concludes my formal presentation.
- I believe I provided all information requested by Committee Chairperson Miller both in his memo and subsequent email.
- My Finance Manager, Mike Smotek, is here with me today and we are available to provide any additional information or answer any questions.
- Thank you.