

SolidCircle's innovated process for Commitment to Jail resulted in time savings of 12 hours per court order.

The Challenge

- The Courts took one to two days to send the Mc219: Commitment to Jail court order to the Jail. This was the result of a manual process involving security staff taking notes directly on the order and then a review/approval by the County Clerk. Incarceration was then based upon these notes until the signed court order was received by the Jail. Ultimately, this greatly increased the risk of incarcerating a person for an extra day.

Consequences

- The Jail could not release an individual until the Court sent over the Mc219: Commitment to Jail court order.
- Individuals that should have been released were held an additional day on account of delays in the preparation of the court order.
- There were discrepancies between the signed court order and the notes taken by security staff at the court which introduced the potential for legal challenge.
- Additional delays due to obtaining signatures, making copies, and transferring court orders further slowed the process of sending information over to the Jail.

Our Approach

- Process change such that when the County Clerk prints the final court order from the case management system for the Judge's signature, a copy also prints at the Jail.

The Results

- Completely eliminated delays in sending copies of the court order to the Jail resulting in an overall time savings of 12 hours per court order.
- Eliminated deputies taking notes on 30 cases per day resulting in an overall time savings of 2.5 hours per day.
- Allowed the Judge and the Jail to obtain the information from one source, eliminating transcription errors.
- Eliminated the need to have deputies take notes on judgments and for the County Clerk to review/approve them.
- Greatly minimized the potential for an individual to spend extra days in Jail.

Testimonials

"The solution to this on-going problem created a more efficient system. We feel now that we won't miss pertinent information while handling cases in a more timely manner."

Cpt. Steve Baar, Jail Administrator,
Ottawa County, Michigan

"The Jail having assurance from the Clerk's office that these documents are correct and accurate helps the Jail in the releasing and processing of individuals in a quicker and more efficient manner."

Robert Melamed, Case Records Specialist,
Ottawa County, Michigan