

COUNTY COUNSEL

2016 Budget Presentation

2015 ACCOMPLISHMENTS

COUNTY COUNSEL

Case Management

- Handled over 150 new Tort Claims for the year 2015.
- Handled approximately 80 lawsuits, a majority of which the County is named as a defendant or co-defendant.
- Achieved a very beneficial settlement in the matter of Fowler v. UC, et als.
- Attorneys handle all phases of the litigation from the initial pleadings through discovery, motions and, if necessary, trial.
- Reasonably successful in filing and winning summary judgment motions.
- Very successful in our utilization of Demands for Dismissal of Actions pursuant to Court rules on frivolous action.
- In conjunction with Administrative Services, coordinated assignment of Personnel Counsel relative to disciplinary matters to ensure timely and effective representation of the County.
- Collected over \$390,000.00 in bail forfeitures for the year 2015.

General Office

- Updated the Administrative Code
- Updated contracts in the areas of service, construction and products
- Updated computer bank of alternate contract provisions
- Updated our computerized bank of all leases to County property
- Continued to initiate collection on County matters
- Continued to update and maintain a bank of all titles to County owned properties
- Continued to update and revise the Request for Proposal and Request for Qualification process.
- Continue to assist all departments in expanding Shared Services with municipalities and other counties.

2016 GOALS & OBJECTIVES

COUNTY COUNSEL

- Continue to limit the County's exposure as it relates to self-insured liability claims.
- Continue to collect monies due to the County on bail forfeitures and to work in conjunction with the State of NJ on collection of past due judgment orders.
- Continue with the use of "Offer of Settlement" to reduce litigation costs and achieve better and earlier settlements.
- Continue to investigate and where appropriate and necessary, initiate litigation to recover County expenditures relative to State obligated services/responsibilities.
- In conjunction with the Freeholder Policy Committee, continue to revise and update the Union County Administrative Code.
- Continue to ensure investigations are conducted, defenses are properly asserted and where applicable, insurance coverage is provided in all litigation matters.
- Continue our aggressive programs of identifying Frivolous Lawsuits and where appropriate seeking Summary Judgments in favor of the County, saving the County substantial amounts in counsel fees and costs associated with litigation.
- Continue to play an active role in securing the County's fair share for all reimbursable services/expenditures, especially reimbursement from both the State and Federal Governments. Particular emphasis will be devoted to Medicaid and Medicare reimbursements for both Cornerstone Behavioral Health Hospital and for resident psychiatric patients in State facilities.
- Provide legal assistance for all shared services initiatives with municipalities and other public entities.
- Review of all periodicals in Law Library to ensure their practicability.
- Actively participate in all discussions with the Courts, Prosecutor's Office and Sheriff's Office relating to recent Bail Reform and Speedy Trial initiatives.
- Continue discussions and negotiations with the Office of the Public Defender to provide defense counsel at all involuntary commitment proceedings, regardless of location.

COUNTY COUNSEL

Description	2015 Adopted Budget	2015 Modified Budget	2015 Expenditures	2016 Budget Request
Salaries	1,408,491	1,408,491	1,402,840.95	1,615,299
Seasonal	42,000	42,000	14,672.50	42,000
Other Expenses	146,750	146,750	94,515.68	146,750
Total	1,597,241	1,597,241	1,512,029.13	1,804,049

Request for new positions		1	135,000	County
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2015 ACCOMPLISHMENTS COUNTY ADJUSTER

- Approximately 1550 initial hearings and 990 review hearings were heard at various hospitals for Union County.
- A total of 2662 hearings were scheduled.
- Over 360 cases were investigated and 256 cases court ordered.
- Over 2488 consents for mental health reports were processed relative to firearm applications.

2016 GOALS & OBJECTIVES

COUNTY ADJUSTER

- Continue input of current data into the State issued Civil Commitment Automated Tracking System (C-CATS).
- Continue to maintain and update the computerized version of Charity Care forms.
- Continue to maintain the procedure by which all hard copy files of psychiatric patients are reviewed for retention/destruction evaluation.
- Continue the use of scanning documents into a secure database for easy retrieval and to reduce archive costs.
- Attend training sessions by State on the County Billing System which will manage electronic data transfer between the State Psychiatric Hospitals, the Department of Human Services of NJ, and its County Adjusters, Institutional Users and SPA Administrators.

COUNTY ADJUSTER

Description	2015 Adopted Budget	2015 Modified Budget	2015 Expenditures	2016 Budget Request
Salaries	365,828	365,828	353,370.66	383,253
Other Expenses	2,700	2,700	763.05	2,700
Total	368,528	368,528	354,133.71	385,953