

COUNTY COUNSEL

2019 Budget Presentation

2018 ACCOMPLISHMENTS

COUNTY COUNSEL

Case Management

- Handled over 124 new Tort Claims for the year 2018.
- Handled approximately 122 lawsuits, a majority of which the County is named as a defendant or co-defendant.
- 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 lawsuits.
- 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 \$107,000.00 in bail forfeitures for the year 2018.

2018 ACCOMPLISHMENTS

COUNTY COUNSEL

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.
- Established the position of Affirmative Action Specialist for the purpose of receiving and investigating employee complaints relating to matters including but not limited to harassment, discrimination, retaliation and/or hostile work environment.

2019 GOALS & OBJECTIVES COUNTY COUNSEL

- To expand the internal investigative capabilities of the Office of the County Counsel by hiring an experienced investigator to conduct investigations relating to tort claims and litigation as well as assisting the Affirmative Action Officer.
- 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.

2019 GOALS & OBJECTIVES

COUNTY COUNSEL

- 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 to provide counsel at all involuntary commitment proceedings, regardless of location.

COUNTY COUNSEL

Description	2018 Adopted Budget	2018 Modified Budget	2018 Expenditures	2019 Budget Request
Salaries	1,730,809	1,730,809	1,521,038.10	1,727,556.00
Seasonal/PD	42,000	42,000	29,321.50	42,000.00
Other Expenses	135,750	135,750	81,248.20	120,250.00
Total	1,908,559	1,908,559	1,631,607.80	1,889,806.00
Request for Promotions for 2 employees			Total	3,000
Increase value of vacancy - Investigator			Total	15,000
Consolidate 2 vacancies to create new position - no increase in funding				

2018 ACCOMPLISHMENTS COUNTY ADJUSTER

- Approximately 1520 initial hearings and 1388 review hearings were heard at various hospitals for Union County.
- A total of 4100 hearings were scheduled.
- Over 234 cases were investigated and 226 cases court ordered.
- Over 2937 consents for mental health reports were processed relative to firearm applications.

2019 GOALS & OBJECTIVES

COUNTY ADJUSTER

- Continue input of current data into the State issued Civil Commitment Automated Tracking System (C-CATS).
- Continue to maintain the procedure by which all hard copy files of psychiatric patients are reviewed for retention/destruction evaluation.
- 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	2018 Adopted Budget	2018 Modified Budget	2018 Expenditures	2019 Budget Request
Salaries	394,266	394,266	385,487.94	435,271
Other Expenses	2,400	2,400	1,580.01	2,400
Total	396,666	396,666	387,067.95	437,671
Convert PT position to FT			Total	35,100