

# Orphans' Court



## MISSION AND SERVICES

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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

- 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
- 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

### FY 2020 KEY ACCOMPLISHMENTS

- Maintained an efficient and effective level of service to the public despite an increase of pleadings and an increase of complex cases being heard.
- Held quarterly meetings with Estate and Trusts Section of the Prince George's County Bar Association to discuss new laws, procedures or concerns of the Bar and its clients and any other matter relating to probate.
- Continue to refer estate cases to the Orphans' Court Alternative Dispute Resolution (ADR) program. The program continues to provide residents of Prince George's County the opportunity for mediation, and/or a collaborative process and settlement conferences in resolving probate matters.

### STRATEGIC FOCUS AND INITIATIVES FOR FY 2021

The court’s top priorities in FY 2021 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.
- Provide residents the opportunity for mediation and/or a collaborative process and settlement conferences in resolving probate matters through the Orphans’ Courts ADR program.

### FY 2021 BUDGET SUMMARY

The FY 2021 approved budget for the Orphans’ Court is \$565,600, an increase of \$4,400 or 0.8% over the FY 2020 approved budget.

#### Expenditures by Fund Type

Fund Types	FY 2019 Actual		FY 2020 Budget		FY 2020 Estimate		FY 2021 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$482,954	100.0%	\$561,200	100.0%	\$424,721	100.0%	\$565,600	100.0%
<b>Total</b>	<b>\$482,954</b>	<b>100.0%</b>	<b>\$561,200</b>	<b>100.0%</b>	<b>\$424,721</b>	<b>100.0%</b>	<b>\$565,600</b>	<b>100.0%</b>

#### Reconciliation from Prior Year

	Expenditures
<b>FY 2020 Approved Budget</b>	<b>\$561,200</b>
<b>Increase Cost: Operating - Technology Cost Allocation</b> — Increase in charges based on the new methodology to support anticipated countywide costs	\$2,500
<b>Increase Cost: Compensation - Mandated salary requirements</b>	1,700
<b>Add: Operating</b> — Increase to travel and training budget for Alternative Dispute Resolution coordinator training	1,000
<b>Increase Cost: Operating</b> — Increase in printing expenses	500
<b>Add: Operating</b> — Increase in membership fees	200
<b>Decrease Cost: Fringe Benefits</b> — Decrease in the fringe benefit rate from 28.8% to 28.3%	(1,500)
<b>FY 2021 Approved Budget</b>	<b>\$565,600</b>

## STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2019 Budget	FY 2020 Budget	FY 2021 Approved	Change FY20-FY21
<b>General Fund</b>				
Full Time - Civilian	8	8	8	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	8	8	8	0
Part Time	0	0	0	0
Limited Term	0	0	0	0
<b>TOTAL</b>				
Full Time - Civilian	8	8	8	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	8	8	8	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

Positions By Classification	FY 2021		
	Full Time	Part Time	Limited Term
Administrative Assistant	2	0	0
Community Developer	1	0	0
General Clerk	1	0	0
Judge	3	0	0
Law Clerk	1	0	0
<b>TOTAL</b>	<b>8</b>	<b>0</b>	<b>0</b>

**Expenditures by Category - General Fund**

Category	FY 2019 Actual	FY 2020 Budget	FY 2020 Estimate	FY 2021 Approved	Change FY20-FY21	
					Amount (\$)	Percent (%)
Compensation	\$362,567	\$407,400	\$299,827	\$409,100	\$1,700	0.4%
Fringe Benefits	88,850	117,300	88,012	115,800	(1,500)	-1.3%
Operating	31,537	36,500	36,882	40,700	4,200	11.5%
Capital Outlay	—	—	—	—	—	
<b>SubTotal</b>	<b>\$482,954</b>	<b>\$561,200</b>	<b>\$424,721</b>	<b>\$565,600</b>	<b>\$4,400</b>	<b>0.8%</b>
Recoveries	—	—	—	—	—	
<b>Total</b>	<b>\$482,954</b>	<b>\$561,200</b>	<b>\$424,721</b>	<b>\$565,600</b>	<b>\$4,400</b>	<b>0.8%</b>

In FY 2021, compensation expenditures increase 0.4% over the FY 2020 budget due to the annualization of prior year adjustments. Compensation costs include funding for eight full time positions. Fringe benefit expenditures decrease 1.3% under the FY 2020 budget due to a decrease in the fringe benefit rate from 28.8% to 28.3% to align with anticipated costs.

Operating expenditures increase 11.5% over the FY 2020 budget due to an increase in the technology cost allocation charge.

## 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.

FY 2025 Target	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected	Trend
2,800	2,219	2,270	2,200	2,400	↑

### Trend and Analysis

The Orphans' Court workload and volume are related to estate filings and are not tied to any economic or other traditional workload cycles. However, the number of decedents' assets that are intact is seemingly and steadily increasing. The Orphans' Court continues to have one Judge sit three days a week for hearings and chambers work.

### Performance Measures

Measure Name	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected
<b>Resources (Input)</b>					
Judges	3	3	3	3	3
<b>Workload, Demand and Production (Output)</b>					
Hearings	1,741	1,656	1,766	1,700	2,000
Pleadings	4,848	5,190	5,531	5,000	5,500
Estates open	2,313	2,073	2,134	2,000	2,200
Hearing notices, orders and writs issued	2,653	2,313	2,381	2,500	2,500
Case referred to Alternative Dispute Resolution	0	28	52	50	60
<b>Efficiency</b>					
Hearings per Judge	580.0	552.0	589.0	567.0	667.0
Pleadings per Judge	1,616.0	1,730.0	1,844.0	1,667.0	1,833.0
<b>Quality</b>					
Estate decisions upheld on appeal	100%	100%	100%	100%	100%
<b>Impact (Outcome)</b>					
Intact estates	2,219	2,219	2,270	2,200	2,400

**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.

FY 2025 Target	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected	Trend
80	42	99	50	60	↑

### Trend and Analysis

The Orphans' Court workload and volume are related to estate filings and are not tied to any economic or other traditional workload cycles. However, the number of guardianships closed successfully with all assets intact is seemingly and steadily increasing. The Orphans' Court continues to have one Judge sit three days a week for hearings and chambers work.

### Performance Measures

Measure Name	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Projected
<b>Resources (Input)</b>					
Judges	3	3	3	3	3
<b>Workload, Demand and Production (Output)</b>					
Hearings	131	96	113	100	100
Pleadings	328	236	374	250	250
Guardianships open	81	55	68	60	60
Orders and writs issued	361	202	262	220	220
<b>Efficiency</b>					
Hearings per Judge	44.0	32.0	38.0	33.0	33.0
Pleadings per Judge	108.0	79.0	125.0	83.0	83.0
<b>Quality</b>					
Appeals	0	0	0	0	0
<b>Impact (Outcome)</b>					
Intact guardianships	29	42	99	50	60

