



Snohomish County Council

Committee: LJHS
ECAF: 22-0495
Proposal: Mot. 22-215

Analyst: Heidi Beazizo
Date: May 18, 2022

Consideration

The Executive's Office requests Council consider approving proposed Motion 22-215 which would approve and authorize the addition of two (2) additional FTE in the 2022 Annual Budget for the Clerk's Office in General Fund 002.

Background

The Washington State Legislature passed Engrossed Second Substitute House Bill 1320, "An Act Relating to modernizing, harmonizing, and improving the efficacy and accessibility of laws concerning civil protection orders" (ESSHB 1320) during the 2021 Washington State Legislative Regular Session and Governor Inslee signed the bill into law effective July 1, 2022.

ESSHB 1320 contains significant changes to how protection order matters are heard in Washington State which will significantly impact Superior Court caseloads throughout Washington State and increase the amount of time in which Superior Courts spend on protection order matters.

Most protection order matters in Snohomish County Superior Court are heard within the Court Commissioner departments; on April 13, 2022, Council approved Ordinance 22-015¹ adding an additional Commissioner to [SCC 2.14](#).

Statutorily ([RCW 2.32.050](#)), Court Operations must staff all hearings and trials held in Superior Court and maintain an independent record of the proceeding; these hearings are staffed by Judicial Operations Assistants.

Judicial Process Assistants (JPA's) in the Protection Order Office assist the public by providing specialized information and assistance to victims of domestic violence (DV), harassment, stalking, sexual assault, vulnerable adults seeking protection from predators, and for extreme risk protection orders.

Protection order services include one-on-one intakes providing procedural information, court forms, and instructional materials regarding court processes. Staff ensures expedient data entry in statewide databases and facilitates timely entry into state and federal law enforcement databases.

Current Proposal

Scope: Motion 22-215 requests the council authorize an additional two (2) FTE in the Clerk's Office General Fund budget to support the new Commission and the new mandate duties.

One (1) Judicial Operations Assistant in Program 235 (Courtroom Operations) and one (1) Judicial Process Assistant in Program 236 (Customer Service).

¹ [Snohomish County Council - File #: 2022-0336 \(legistar.com\)](#)

Duration: N/A

Fiscal Implications: Total of \$83,288 in the current year covered by salary savings.

2022 Budget: Yes – the Clerk’s Office intends to use salary savings from vacancies and staffing changes to fund these positions in 2022.

Future Budget Impacts: YES. Positions are not project and additional funds will be required in future years to fully fund the FTE.

Anticipated annual cost of \$232,506 including salaries and benefits.

Handling: EXPEDITE.

Approved-as-to-form: N/A

Risk Management: FYI provided

Executive Recommendation: YES

Attachments: N/A

Amendments: N/A

Analysis: N/A

Request: Move this motion to GLS on May 25th for Council to consider taking action.