

FY2024

Case Processing Performance Analysis



Montgomery County Circuit Court
September 2024

Montgomery County Circuit Court

Fiscal Year 2024 Case Time Processing Report

In this Report (“the Report”), the Circuit Court for Montgomery County, MD (“the Court”) presents its case processing performance per the Maryland Judiciary’s time standards for fiscal year 2024 (FY24). Table 1 below compares the Court’s FY24 performance to the Judiciary’s Performance Goals for eight case types. The table also compares the Court’s FY24 performance to the Court’s FY23 performance. The tables that follow present more detail per case type.

Although meeting the Judiciary’s time standards in just one case type (CINA-Non-Shelter), the Court improved from FY23 in five out of the eight case types: Civil-Foreclosure, Criminal, Delinquency, CINA Non-Shelter, and TPR cases. The Court’s performance was relatively unchanged from FY23 in Civil-Other and Family-Law cases. It’s performance from FY23 declined in CINA shelter matters, though 94% of the cases met the Judiciary’s 30-day time standard.

The Court routinely monitors its performance and believes this played a major role in its overall improvement from its FY23 performance. The monitoring includes the development of an online dashboard, accessible by the Court’s leaders, that provides data regarding the number of filings, terminations, pending cases, and clearance rates in Criminal, Custody, CINA, and Delinquency caseloads. The monitoring also includes weekly meetings with the Administrative Judge and court personnel to review all jury and family trials scheduled to begin in the following weeks. Staying on top of resource-intensive cases continues to be a priority as the Court processes backlogged cases caused by the pandemic. The Court remains committed to identifying issues and adjusting business processes to ensure the effective and efficient administration of justice.

Table 1. Case Processing Performance (Full Data), FY22-FY24

Case Type	Time Standard	Performance Goal	Percentage Within-Standard (%WST)				
			FY22	FY23	FY24	% Point Difference	
						FY22-23	FY23-24
Civil-Foreclosure	730 days	98%	62%	78%	92%	16%	14%
Civil-Other	548 days	98%	92%	92%	92%	0%	0%
Criminal	180 days	98%	63%	67%	74%	4%	7%
Family Law	365 days	98%	90%	87%	86%	-3%	-1%
Delinquency	90 days	98%	87%	77%	82%	-10%	5%
CINA-Shelter	30 days	100%	92%	99%	94%	7%	-5%
CINA-Non-Shelter	60 days	100%	100%	91%	100%	-9%	9%
TPR	180 days	100%	95%	91%	97%	-4%	6%

Case Processing Performance by Case Type

This section provides case processing performance results for the following case types: Foreclosure and Civil-Other, Criminal, Family-Law, Juvenile Delinquency, Child in Need of Assistance (CINA) and Termination of Parental Rights (TPR).

Civil Cases: Foreclosure and All Other Civil General (‘Civil-Other’)

Maryland Judiciary Case Time Standards

Case Type	Case Time Start	Case Time Stop	Performance Goal	FY24 Performance
Foreclosure	Case Filing	Disposition, Dismissal, or Judgment	98% within 730 days	92%
Civil-Other			98% within 548 days	92%

Table 2. Case Terminations and Case Processing Performance: Foreclosure and Civil-Other, FY19-FY24

Case Type	Fiscal Year	Total Terminations		Within-Standard Terminations			Over-Standard Terminations		
		N	ACT*	N	%	ACT*	N	%	ACT*
Foreclosure	2019	1,187	299	1,113	94%	250	74	6%	1,037
	2020	895	302	843	94%	247	52	6%	1,181
	2021	350	429	311	89%	367	39	11%	927
	2022	307	418	191	62%	321	116	38%	575
	2023	591	431	463	78%	221	128	22%	1,192
	2024	641	323	591	92%	235	50	8%	1,359
Civil-Other	2019	3,825	184	3,757	98%	174	68	2%	753
	2020	3,613	192	3,537	98%	180	76	2%	752
	2021	3,536	226	3,349	95%	200	187	5%	701
	2022	3,177	241	2,920	92%	196	257	8%	755
	2023	3,735	255	3,421	92%	200	314	8%	857
	2024	3,709[‡]	247	3,418	92%	201	291	8%	793

* ACT = Average Case Time (in days)

[‡] Actual number of cases used to calculate the Court’s FY24 case processing performance. The case eligibility was determined by applying the updated inclusion list provided by the JIS Report Team in August 2024 to the original FY24 termination caseload.

Foreclosure: In FY24, the Court processed 641 Foreclosure case terminations, 50 more than in FY23. The case processing performance improved by 14 percentage points to 92% in FY24 from 78% in FY23 without accounting for the impact of the foreclosure moratorium.

- The average case time (ACT) of all Foreclosure terminations (641 cases) is 323 days.
- The ACT for within-standard Foreclosure terminations (591 cases) is 235 days.
- The ACT for over-standard Foreclosure terminations (50 cases) is 1,359 days.

The ACT of within-standard cases is less than the pre-COVID level, but the ACT of over-standard cases is more than 300 days longer, suggesting that the Court has been processing cases filed pre-COVID-19 (i.e., the backlogged cases).

Civil-Other: In FY24, the Court processed 3,709 cases eligible for the assessment. Of these 3,709 cases, 92% were closed within the 548-day time standard. The performance virtually remained unchanged since FY22.

- The ACT of all Civil-Other terminations (3,709 cases) is 247 days.
- The ACT for within-standard Civil-Other terminations (3,418 cases) is 201 days.
- The ACT for over-standard Civil-Other terminations (291 cases) is 793 days.

Criminal Cases

Maryland Judiciary Case Time Standard

Case Time Start	Case Time Stop	Performance Goal	FY24 Performance
First appearance of defendant or entry of appearance by counsel	Disposition: Plea, Verdict, Stet, Nolle Prosequi, Reverse Waiver Granted, NCR Finding	98% within 180 days	74%

Table 3. Case Terminations and Case Processing Performance: Criminal, FY19-FY24

Fiscal Year	Terminations		Within-Standard Terminations			Over-Standard Terminations		
	N	ACT*	N	%	ACT	N	%	ACT
2019	1,892	92	1,717	91%	70	175	9%	302
2020	1,304	91	1,196	92%	73	108	8%	292
2021	1,061	164	712	67%	84	349	33%	328
2022	1,267	217	804	63%	91	463	37%	436
2023	1,461	208	979	67%	98	482	33%	431
2024	1,490	174	1,110	74%	95	380	26%	404

* ACT = average case time (in days).

During FY24, the Court processed 1,490 criminal cases, 29 more than in FY23. The FY24 within-standard performance improved by 7 percentage points to 74% from 67% in FY23. However, performance remains lower than pre-COVID levels, partly due to the Court addressing a backlog caused by the pandemic, as evidenced by the average case processing time (ACT). While the ACT for over-standard cases in FY24 declined by 27 days compared to FY23, it is still approximately 100 days longer than comparable cases in FY19. Additionally, the substantial increase in the ACT among within-standard cases, from 70 days in FY19 to 95 days in FY24, is likely impacted by a 19% decline in filings of District Court Appeal and Jury Trial Pray cases (from 451 to 367) between FY19 and FY24, most of which normally meet the 180-day time standard goal. During the same period, the clearance rate of these cases also declined from 107% to 90%.

- The ACT of all Criminal terminations (1,490 cases) is 174 days.
- The ACT for within-standard Criminal terminations (1,110 cases) is 95 days.
- The ACT for over-standard Criminal terminations (380 cases) is 404 days.

Family Law Cases:¹

Maryland Judiciary Case Time Standards

Case Type	Case Time Start	Case Time Stop	Performance Goal	FY24 Performance
Family Law	Case Filing	Disposition, Dismissal Initial Judgment	98% within 365 days	86%

Table 4. Case Terminations and Case Processing Performance: Family Law Cases, FY19-FY24

Fiscal Year	Total Terminations		Within-Standard Terminations			Over-Standard Terminations		
	N	ACT*	N	%	ACT*	N	%	ACT*
2019	7,295	144	6,853	94%	122	442	6%	493
2020	6,147	147	5,813	95%	128	334	5%	485
2021	6,396	211	5,236	82%	150	1,160	18%	486
2022	6,883	180	6,181	90%	137	702	10%	563
2023	7,031	180	6,141	87%	130	890	13%	526
2024	7,927	175	6,836	86%	120	1,091	14%	518

* ACT = Average Case Time (in days)

In FY24, the Court processed 7,927 cases that were eligible for the annual case processing performance analysis. Eighty-six percent of these cases closed within the 365-day time standard, which is comparable to FY23 (87%).²

- The average case time (ACT) of all terminations (7,927 cases) is 175 days.
- The ACT for within-standard terminations (6,836 cases) is 120 days.
- The ACT for over-standard Family-Other terminations (1,091 cases) is 518 days.

In the FY23 report, we noted one possible factor responsible for the decline in the Family case performance was the increased filings of cases initiated with a Special Immigrant Juvenile Status (SIJS) petition. In response, during FY24, the Court devoted more judicial resources to SIJS matters. In FY24, SIJS filings further increased by 16% from 1,130 to 1,308 whereas the overall family filings increased by 4%. The Court's approach was successful. Terminations of SIJS cases particularly those with custody at issue increased by 49% from 1,044 in FY23 to 1,747 in FY24. The Court's processing of cases with a SIJS petition and custody at issue further declined to 53% in FY24 from 75% in FY23.

The performance of overall family-law cases during the same period remained relatively unchanged despite improvements in the processing performance of non-SIJS custody cases from 81% to 89% between FY23 and FY24.

¹ This case group was formally referred to as 'Other Family General' (Family-Other) to separate it from Family-Limited Divorce cases, which are no longer part of the case assessment due to the 2023 change in the divorce law that eliminated this case type.

² Initially, a total of 7,388 cases were identified as eligible for the annual FY24 case processing performance analysis from a data file that the Court regularly receives from JIS based on Odyssey's Time Standards tab. However, a subsequent data verification identified additional cases originally terminated in FY24 and not included in the data file. These cases should have been included in the data file, which is why they are included in the analysis discussed above. There are active JIS ServiceNow tickets aimed at resolving these issues and ensuring accurate capture of family-law cases for routine case processing performance (INC0774419; INC0787426; INC0783711).

The Administrative Judge, Family Judge-In-Charge and family case management team continues to review and monitor the processing of family cases, and SIJS cases since the Court anticipates the number of SIJS cases to continue to increase. Beginning in FY25 additional case management efforts will be implemented to further support effective and efficient SIJS case processing.

Juvenile Delinquency Cases

Maryland Judiciary Case Time Standard

Case Time Start	Case Time Stop	Performance Goal	FY24 Performance
First appearance of respondent or entry of appearance by counsel	Disposition: jurisdiction waived, dismissal, stet, probation, found delinquent, found not delinquent, nolle prosequi, change of venue	98% within 90 days	82%

Table 5. Case Terminations and Case Processing Performance: Juvenile Delinquency, FY19-FY24

Fiscal Year	Terminations		Within-Standard Terminations			Over-Standard Terminations		
	N	ACT*	N	%	ACT*	N	%	ACT*
2019	553	48	523	95%	44	30	5%	116
2020	374	53	346	93%	47	28	7%	133
2021	291	88	215	74%	53	76	26%	189
2022	223	74	193	87%	68	30	13%	115
2023	373	86	288	77%	53	85	23%	197
2024	495	71	406	82%	52	89	18%	132

* ACT = Average Case Time

In FY24, the Court processed to original termination 495 delinquency cases, 120 more cases than FY23. The within-standard case processing performance of delinquency cases improved from 77% in FY23 to 82% in FY24.

- The ACT of all Juvenile Delinquency terminations (495 cases) is 71 days.
- The ACT for within-standard Juvenile Delinquency terminations (406 cases) is 52 days.
- The ACT for over-standard Juvenile Delinquency terminations (89 cases) is 132 days.

Child Welfare Cases: CINA Shelter, CINA Non-Shelter and TPR

Maryland Judiciary Case Time Standards

Case Type	Case Time Start	Case Time Stop	Performance Goal	FY24 Performance
CINA Shelter	Shelter Care Granted	Adjudication Hearing Start	100% within 30 days	94%
CINA Non-Shelter	Service of CINA Petition		100% within 60 days	100%
TPR	Filing of TPR Petition	Final Order of Guardianship	100% within 180 days	97%

Table 6. Case Terminations and Case Processing Performance: CINA Shelter, CINA Non-Shelter, and TPR, FY19-FY24

Case Type	Fiscal Year	Terminations		Within-Standard Terminations			Over-Standard Terminations		
		N	ACT*	N	%	ACT*	N	%	ACT*
CINA Shelter	2019	178	22	173	97%	21	5	3%	41
	2020	122	25	115	94%	22	7	6%	82
	2021	105	39	88	84%	25	17	16%	107
	2022	95	23	87	92%	20	8	8%	63
	2023	90	22	89	99%	22	1	1%	52
	2024	93	24	87	94%	21	6	7%	63
CINA Non-Shelter	2019	30	25	30	100%	25	0	0%	--
	2020	21	29	21	100%	29	0	0%	--
	2021	20	67	15	75%	44	5	25%	136
	2022	10	32	10	100%	32	0	0%	--
	2023	23	31	21	91%	24	2	9%	110
	2024	15	46	15	100%	46	0	0%	--
TPR	2019	22	135	21	95%	130	1	5%	239
	2020	25	117	25	100%	117	0	0%	--
	2021	39	183	26	67%	127	13	33%	296
	2022	38	142	36	95%	140	2	5%	187
	2023	47	148	43	91%	141	4	9%	227
	2024	39	128	38	97%	125	1	3%	181

* ACT = Average Case Time (in days)

CINA Shelter: In FY24, the Court processed all but six of the 93 originally terminated CINA Shelter cases within the 30-day time standard. The FY24 performance declined to 94% from 99% in FY23. The average case processing time for all 93 cases is 24 days, which is slightly higher than the within-standard average processing time of 21 days. The over-standard average processing time for the six cases is 63 days.

CINA Non-Shelter: In FY24, the Court processed all 15 CINA Non-Shelter cases within the 60-day time standard. Accordingly, the case processing performance improved from 91% to 100% between FY23 and FY24. The average case time for FY24 is 46 days, over 20 days longer than that of FY19 (pre-COVID 19).

TPR: In FY24, the Court processed all but one of the 39 TPR cases within the 180-day time standard. The FY24 performance improved from 91% to 97% between FY23 and FY24. The average case processing time for all cases, those closed within the time standard, and those closed over the standard is 128, 125, and 181 days, respectively, which is shorter than their pre-COVID levels.

Appendix A. Caseload Metrics: Filings, Terminations and Pending³

Case Filings, Original and Reopen

In FY24, filings totaled 25,845, broken down between 17,307 original filings and 8,538 reopened filings. This represents 1,702 more total filings than received in FY23 (24,143), a 7% increase. Original filings increased by 6% from 16,273 in FY23 to 17,307 in FY24. Reopened filings increased by 8% from 7,870 in FY23 to 8,538 in FY24. The most notable increases occurred in juvenile and criminal original filings, as well as juvenile reopened filings.

Table B.1. Total, Original, and Reopen Filings, FY19-FY24

Case Type	Filings						FY19-24 Trend Line	FY19-24 Change
	FY19	FY20	FY21	FY22	FY23	FY24		
Total								
Civil	7,368	6,626	5,660	6,454	8,058	7,935		8%
Criminal	5,307	4,620	3,754	3,875	4,062	4,477		-16%
Family	13,462	11,057	11,157	10,784	10,798	11,478		-15%
Juvenile	2,532	2,180	1,601	1,026	1,225	1,955		-23%
<i>Delinquency</i>	2,277	1,960	1,398	869	1,083	1,808		-21%
<i>CINA</i>	225	188	155	117	108	113		-50%
<i>TPR</i>	30	32	48	40	34	34		13%
Total	28,669	24,483	22,172	22,139	24,143	25,845		-10%
% Family	47%	45%	50%	49%	45%	44%		
Original								
Civil*	5,931	5,238	3,859	5,041	5,804	6,131		3%
Criminal	1,884	1,493	1,186	1,366	1,435	1,570		-17%
Family	8,169	6,820	6,977	7,871	8,444	8,824		8%
Juvenile	1,122	743	382	447	590	782		-30%
<i>Delinquency</i>	893	556	219	305	453	643		-28%
<i>CINA</i>	204	165	118	104	103	106		-48%
<i>TPR</i>	25	22	45	38	34	33		32%
Total	17,106	14,294	12,404	14,725	16,273	17,307		1%
% Family	48%	48%	56%	53%	52%	51%		
Reopen								
Civil*	1,437	1,388	1,801	1,413	2,254	1,804		26%
Criminal	3,423	3,127	2,568	2,509	2,627	2,907		-15%
Family	5,293	4,237	4,180	2,913	2,354	2,654		-50%
Juvenile	1,410	1,437	1,219	579	635	1,173		-17%
<i>Delinquency</i>	1,384	1,404	1,179	564	630	1,165		-16%
<i>CINA</i>	21	23	37	13	5	7		-67%
<i>TPR</i>	5	10	3	2	0	1		-80%
Total	11,563	10,189	9,768	7,414	7,870	8,538		-26%
% Family	46%	42%	43%	39%	30%	31%		

Note: Juvenile figures include delinquency, CINA and TPR filings.

³ Civil case filings and terminations exclude Register of Wills and liens. Data is from the Odyssey Case Statistics ECR for FY22 through FY24. Updates to programming logic to capture original filings that occurred in 2024 may explain some increases in filing counts for FY22 and FY23 if comparing to previously reporting counts.

Case Terminations, Original and Reopened

The Court terminated a total of 25,454 cases in FY24, which is 9% higher than FY23 when a total of 23,268 cases closed (a difference of 2,186 terminations).⁴ The most notable increases occurred in original family and juvenile terminations as well as reopened juvenile terminations. Original terminations in family cases increased by 985 (12%) between FY23 and FY24 from 7,979 to 8,964 case closures. Juvenile original terminations increased by 123 (20%) between the past two fiscal years from 603 (FY23) to 726 (FY24). Reopen terminations increased in juvenile cases most notably by 416 (66%) from 629 (FY23) to 1,045 (FY24).

Table B.2. Total, Original, and Reopen Terminations, FY19-FY24

Case Type	Terminations							FY19-24 Trend Line	FY19-24 Change
	FY19	FY20	FY21	FY22	FY23	FY24			
Total									
Civil	7,103	6,502	6,069	6,523	7,736	7,638		8%	
Criminal	5,259	4,374	3,794	3,918	3,993	4,432		-16%	
Family	13,439	11,047	11,645	10,319	10,307	11,613		-14%	
Juvenile	2,587	2,104	1,872	1,105	1,232	1,771		-32%	
<i>Delinquency</i>	2,327	1,895	1,605	946	1,076	1,611		-31%	
<i>CINA</i>	205	175	235	131	110	122		-40%	
<i>TPR</i>	55	34	32	28	46	38		-31%	
Total	28,388	24,027	23,380	21,865	23,268	25,454		-10%	
% Family	47%	46%	50%	47%	44%	46%			
Original									
Civil*	5,681	5,118	4,416	4,959	5,619	5,738		1%	
Criminal	1,931	1,357	1,129	1,326	1,407	1,531		-21%	
Family	8,040	6,709	7,085	7,565	7,979	8,964		11%	
Juvenile	1,168	692	617	462	603	726		-38%	
<i>Delinquency</i>	935	515	395	311	453	576		-38%	
<i>CINA</i>	183	154	194	125	104	112		-39%	
<i>TPR</i>	50	23	28	26	46	38		-24%	
Total	16,820	13,876	13,247	14,312	15,608	16,959		1%	
% Family	48%	48%	53%	53%	51%	53%			
Reopen									
Civil*	1,422	1,384	1,653	1,564	2,117	1,900		34%	
Criminal	3,328	3,017	2,665	2,592	2,586	2,901		-13%	
Family	5,399	4,338	4,560	2,754	2,328	2,649		-51%	
Juvenile	1,419	1,412	1,255	643	629	1,045		-26%	
<i>Delinquency</i>	1,392	1,380	1,210	635	623	1,035		-26%	
<i>CINA</i>	22	21	41	6	6	10		-55%	
<i>TPR</i>	5	11	4	2	0	0		-100%	
Total	11,568	10,151	10,133	7,553	7,660	8,495		-27%	
% Family	47%	43%	45%	36%	30%	31%			

Note: Juvenile figures include delinquency, CINA and TPR terminations.

⁴ Termination counts in the caseload section do not necessarily match counts of cases terminated that are eligible for the annual case processing analysis for several reasons. Termination caseload counts are based on case status where case status is 'closed' or 'closed/active'. For the annual case processing performance, criminal, family and child's welfare cases have 'closed' case status as one of the case selection criteria, as well as other case events such as verdict in criminal cases and a held adjudication hearing in CINA cases. Also, the termination count includes case types not eligible for the annual case processing analysis such as domestic violence cases, transferred-in cases, etc. Third, caseload terminations include cases terminated that are eligible for the annual assessment but may not have the case time standard in Odyssey and therefore not captured in the case processing data extracts.

Clearance Rates

The clearance rate examines the ratio of terminations to filings. A clearance rate over 100% indicates that a higher number of cases are being terminated than are filed for the specified reporting period; potentially clearing out some of a court's backlogged (older) cases. A national, court performance guideline for the clearance rate metric is 100%. When compared to FY23, the total clearance rates across case types in FY24 either stayed the same or increased for all case groups except juvenile (in particular, juvenile delinquency & TPR). For FY24, the Court's total clearance rates is approaching or greater than 100% for Criminal and Family, which are at 99% and 101%, respectively. The CINA and TPR total clearance rates are at 108% and 112% respectively. Similar patterns of results exist for original clearance rates, whereas for reopened clearance rates all case groups have a clearance rate at or above 100% except for juvenile delinquency, which is at 89% (1,035 reopened terminations/1,165 reopened filings).

Table B.3. Total, Original, and Reopen Clearance Rates, FY19-FY24

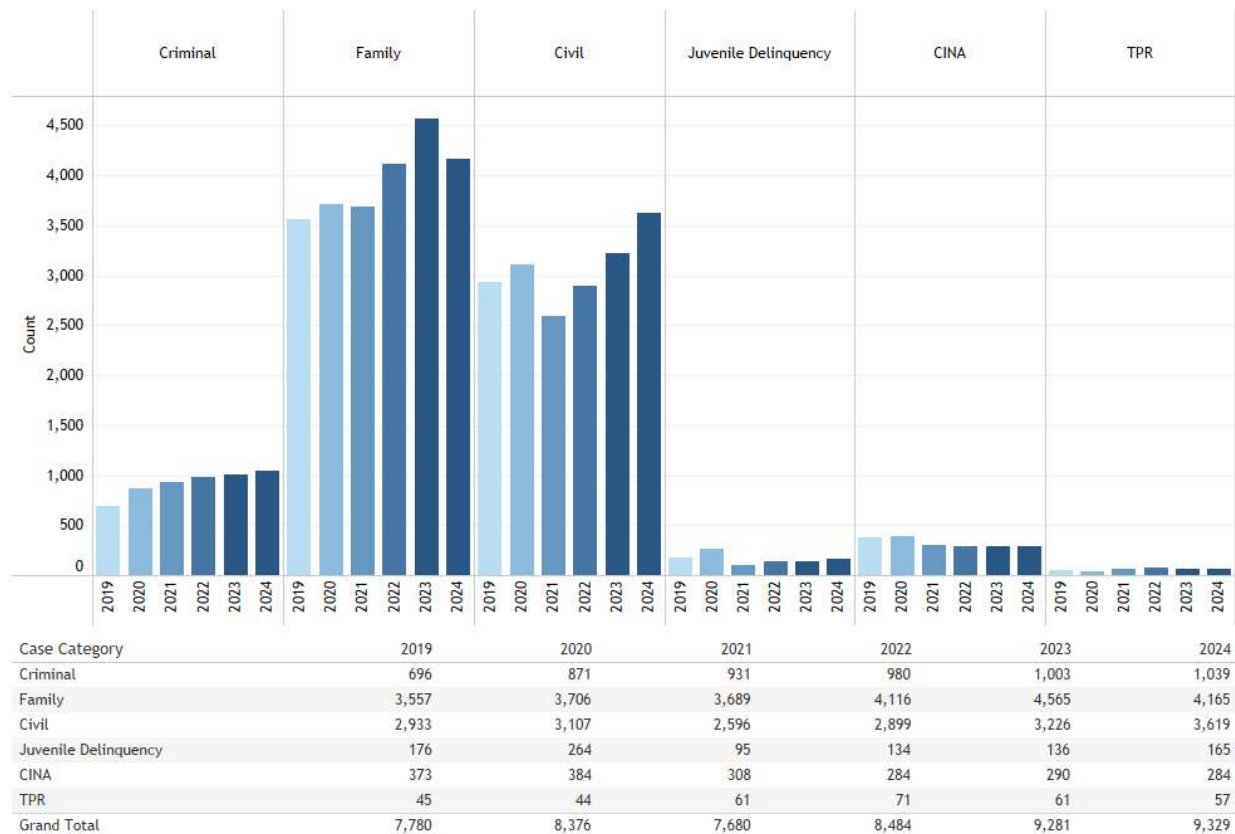
Case Type	Clearance Rates						
	FY19	FY20	FY21	FY22	FY23	FY24	FY19-24 Trend Line
Total							
Civil	96%	98%	107%	101%	96%	96%	
Criminal	99%	95%	101%	101%	98%	99%	
Family	100%	100%	104%	96%	95%	101%	
Juvenile	102%	97%	117%	108%	101%	91%	
<i>Delinquency</i>	102%	97%	115%	109%	99%	89%	
<i>CINA</i>	91%	93%	152%	112%	102%	108%	
<i>TPR</i>	183%	106%	67%	70%	135%	112%	
Total	99%	98%	105%	99%	96%	98%	
Original							
Civil*	96%	98%	114%	98%	97%	94%	
Criminal	102%	91%	95%	97%	98%	98%	
Family	98%	98%	102%	96%	94%	102%	
Juvenile	104%	93%	162%	103%	102%	93%	
<i>Delinquency</i>	105%	93%	180%	102%	100%	90%	
<i>CINA</i>	90%	93%	164%	120%	101%	106%	
<i>TPR</i>	200%	105%	62%	68%	135%	115%	
Total	98%	97%	107%	97%	96%	98%	
Reopen							
Civil*	99%	100%	92%	111%	94%	105%	
Criminal	97%	96%	104%	103%	98%	100%	
Family	102%	102%	109%	95%	99%	100%	
Juvenile	101%	98%	103%	111%	99%	89%	
<i>Delinquency</i>	101%	98%	103%	113%	99%	89%	
<i>CINA</i>	105%	91%	111%	46%	120%	143%	
<i>TPR</i>	100%	110%	133%	100%	---	0%	
Total	100%	100%	104%	102%	97%	99%	

Pending Caseload⁵

The Court monitors its open, active pending caseloads monthly and examines changes in relation to filings and terminations given the interrelated nature of these three metrics. The Court's case management and scheduling improvement efforts have primarily focused on criminal, family (particularly custody), and juvenile (including CINA) caseloads. A reduction in the family original pending caseload occurred when comparing the end of the FY23 to the end of FY24. That is, the family pending caseload decreased from 4,565 at the end of FY23 to 4,165 at the end of FY24 (a 9% reduction). There were increases in the original pending caseload for other case groups except for CINA and TPR.

The Court continues to actively monitor its pending caseloads and responds (as necessary) to increases in filings. Initiatives have been implemented such as increased opportunities for mediation and settlement in custody cases, increases in the number of judges who preside over criminal cases, and utilizing magistrates to preside over family cases with Special Immigrant Juvenile Status petitions. Weekly case management discussions continue to identify opportunities to ensure efficient and effective administration of justice.

Figure B.1. Open and Active Pending Caseload by Case Type (as of the End of Fiscal Year), FY19- FY24



⁵ The pending caseload counts are based on pending data as of the end of June (i.e., the end of the fiscal year). No adjustments were made to the data if a case was filed or closed after June of the specified fiscal year.

Appendix B. Fiscal Year 2024 Case Processing Time Report Data Quality Review and Analysis Procedures

Data quality review is a core function of the Court's operations. To maintain confidence in the data, the Court modified its data quality review process for this year's report.

Data Quality Procedures on the FY2024 Case Assessment Data

Montgomery Circuit Court receives data feeds from AOC-JIS that are aligned with Odyssey's Time Standards tabs. These data feeds populate a local database that is used by Business Data Quality (BDQ) personnel to review caseload assessment-eligible cases. This review is essentially a closed-case audit.

For the FY24 caseload assessment, BDQ personnel reviewed closed cases eligible for the Maryland Caseload Assessment. Data quality reviews included verifying case information pertinent to the caseload assessment in Odyssey, followed by a review of documents and/or digital recordings of court proceedings if such a review was necessary. BDQ personnel worked with the Clerk's Office to reconcile identified issues using a Questionable Case Tracking Tool. Once identified issues were resolved, BDQ personnel corrected any caseload-related information in the Maryland Judiciary's assessment application. Juvenile data-related corrections were addressed by Research & Performance (R&P) personnel.

On a quarterly basis throughout FY24, R&P personnel compiled and analyzed the Court's case processing performance based, in part, from data feeds created by AOC-JIS. R&P reviewed and updated the data from these files (e.g., drawing from data contained in the JIS Data Store) to ensure a more accurate universe of eligible cases based on the Maryland Judiciary's Statewide Case Time Standards. Where local business processes or data issues were identified, R&P personnel contacted BDQ personnel and the Clerk of Court's department management teams for discussion and resolution. For the FY24 annual case processing performance analysis, R&P used this data to calculate the Court's case processing performance. This data reflects the 'Full', complete universe of eligible cases as described below.

The FY24 caseload report presents two views of the Court's case processing performance:

1. **Full:** Performance calculated based on the 'universe' of eligible cases. The data consists of all case terminations eligible for the FY24 caseload assessment based on Odyssey's Case Time Standards.
2. **Assessment Application:** Performance calculated based on the data used by the Caseload Assessment Application, which incorporates sanctioned data quality checks/corrections. For the case types where the number of terminations is greater than 500 for the fiscal year, a random sample of up to 500 cases is used to calculate performance.

It is important to note that the performance results based on the 'Assessment Application' data should be reasonably comparable, if not identical, to those based on the 'Full' data. However, due to differences in programming logic to select eligible cases and to determine the case stop date, for a given case type, these two data sets may have a different composition of cases and yielded different case processing performance results over what would be expected by chance given random selection.

Transitioning to and now working with MDEC offers the Court several opportunities to review and revise its policies and practices related to data quality and case processing management. The Court is committed to data accuracy through continued data quality reviews, analysis, and reporting. Maintaining the integrity and accuracy of court records enhances confidence in the data used to inform and report on case and court management.

For the FY25 caseload assessment, Business Data Quality and Research personnel plan to meet to conduct timely auditing of eligible cases, standardize and automate reporting efforts, as well as remove duplicative tasks to support the more routine access of case processing performance information.