EFFICIENT SUBPOENA MANAGEMENT - A SYSTEMIC PROBLEM NATIONWIDE



In the demanding world of criminal justice, subpoena management is an essential components of the judicial process. However, ensuring notification deliveries and receipt are painstaking processes from coast-to-coast.

Much like throwing a football down the field and not knowing if it's been caught, outdated paper notification processes result in communications gaps that have compounded ramifications throughout the entire judicial system.

NOW THERE'S A BETTER WAY.

SAAS SUBPOENA **MANAGEMENT**



COMMON PROCESS FOR SWORN WITNESSES

8. SIGNED

6. NOTICES DELIVERED TO

distribute them. Officers

sign notices and return to

SUPERVISORS who

NOTICES

COLLECTED

for return to

courthouses.



10. EACH SIGNED NOTICE

PLACED in court file.

9. NOTICES SORTED BY

COURT DESTIATION

multiple Courthouses.

and returned to

- 2. PAPER NOTICES **ARE PRODUCED** from these files by Court Clerks or District Attorney's
 - 3. STACKS OF NOTICES **DELIVERED** to agencies where clerks sort them by agencies.
- 4. NOTICES **DELIVERED** to multiple agency locations.

PAIN POINTS Manual notification processes are labor intense, resulting in increased time and cost. What's more, they produce unique challenges

for all criminal justice participants.

COURTS, PROSECUTORS & DEFERNDERS

- FTA due to notification inefficiencies
- · Unknown conflicts of sworn witnesses
- Difficulties tracking subpoenas for multiple agencies and civilians

SWORN WITNESSES

- Appearing only to learn that hearing was called-off
 - FTA due to late notification receipt
- Short notices for imminent court appearances

SERVICE TO CIVLIAN WITNESSES

- Difficulty serving incarcerated witnesses or those with alias names
 - Lack of real-time delivery result
- statuses and how they were delivered High cost of inefficient delivery routing in rural locations

for tracking purposes.

RESULTING COST

7. SIGNED NOTICES sent

back to clerks who logs

that notices were served.

AGENCY CLERKS

enter data on

spreadsheets



DELAYED HEARINGS

Civilians or officers that fail-to-appear due to communication gaps create costly ripple the hearing that must be rescheduled and the defendants jail bed costs. Not good for an already over burden judicial system.



EXCESSIVE OVERTIME If working outside normal on-duty hours, officers are typically paid overtime for court appearances. Many agencies have a "3-hour minimum" pay rule, so if in court for 5-minutes, they are still paid the 3-hour minimum. That cost adds up fast – especially if not needing to attend but did because they didn't receive their call-off no



STAFFING BURDENS Having an officer sit unnecessarily in court diminishes minimum staffing levels and requires that their position be back-filled. Sure, this adds overtime -- but it also adds costs that aren't completely financial. Fatigue can become inevitable for those filling

these vacancy and can lead to impaired performance that puts agencies at risk.

VALUABLE RESULTS FOR SWORN AND CIVILIAN WITNESSES USING A SAAS SUBPOENA SYSTEM

- Decreased administration time and cost
- Improved communications between all criminal justice practitioners and agencies
- Reduced hearing delays with improved scheduling of court events
- Reduced agency overtime for unnecessary court event attendance
- Improved awareness of sworn and civilian notice acknowledgments
- Increase accountability for sworn witnesses
- Reduced cost of civilian service deliveries
- Increased awareness of civilian service
- history, addresses and aliases

2. COMPUTER SYSTEM TRANMITS NOTICES **ELECTRONICALLY** to 1. COURT CLERK sworn witnesses or **ENTERS CASE** service deputies for INFORMATION, delivery to civilian such as hearing dates, times and witnesses into computer system. **5. OFFICERS ACKNOWLEGMENTS AND CIVILIAN SERVICE DELIVERIES** VIEWED IN REAL-TIME by all criminal justice practitioners and agency personnel. **3-A OFFICERS RECEIVE** THEIR NOTICES AND **CONFIRM RECEIPT** via computer or using mobile app. 4. SERVICE DEPUTIES make subpoena **3-B SERVICE AGENCIES** deliveries and enter **RECEIVE CIVILIAN** results via mobile **NOTIFICATIONS** and devices.

SAAS SUBPOENA PROCESS FOR SWORN AND CIVLIAN WITNESSES



CUSTOMER SNAPSHOT 2,700+ Total System Users

- Orleans Parish DA and Public Defender, and Parish Criminal Court
- City of N.O. Magistrate, Criminal, & Juvenile Courts City of N.O. Citations and Traffic Courts
- City of NOPD and Orleans Parish Sheriff's Office

RESULTS FOR COURTS, DISTRICT ATTORNEY AND PUBLIC DEFENDERS

- Eliminated data entry processes
- Improved attendance of law enforcement witnesses Reduced case event rescheduling due to attendance conflicts
- Eliminated outdated legacy subpoena platform
- Reduced paper costs for law enforcement subpoenas

RESULTS FOR NEW ORLEANS POLICE DEPARTMENT Eliminated last minute notifications for court attendance

- Reduced overtime for unnecessary court attendance
- Reduced manual court attendance administration
- Improved field strength due to disregard notifications **RESULTS FOR ORLEANS PARISH SHERIFF'S OFFICE**

Eliminated deputy deliveries to police stations

- Eliminated hand deliveries for short notices Reduced delivery time and gas costs for civilian service
- Reduced costs for service to incarcerated witnesses
- "Timely, accurate and shared information is critical to the operations of

every criminal justice agency in New Orleans. Post-Katrina manpower shortages made labor saving efficiencies like CourtNotify, even more important." Dr. Heidi Unter, New Orleans Police and Justice Foundation





assign deliveries to

service deputies.

CUSTOMER SNAPSHOT

- 3,000+ Total System users Dallas County DA's Office and Criminal Court
- Dallas Police Dept. and 30+ Dallas County Municipal agencies

DALLAS PD RESULTS

- Redeployed 80% of admin staff after one month of use
- \$2.2M reduction in overtime cost during the 1st year for unnecessary court

"The reports that we get from Orion's CourtNotify regarding the use of an officers' time at court are invaluable. It shows us which courts consume our resources and helps us more accurately predict our usage of overtime for the fiscal year. Lt. Gene Summers

RIVERSIDE COUNTY SHERIFF'S DEPARTMENT



CUSTOMER SNAPSHOT

- 3,000+ Total System Users
- Riverside County, CA SO and 90% of County Municipal agencies **RESULTS**

\$145K+ saved annually in clerical time for subpoena processing "In the first full year, RCSO saved approximately \$350,000 in

unnecessary court overtime costs alone. These savings have certainly

paid for the system itself and then some." Deputy Chief Kevin Vest

\$350,000 reduction in OT during Y1 for unnecessary appearances