

# **WARREN MUNICIPAL COURT 2022 ANNUAL REPORT**

JUDGE TERRY F. IVANCHAK  
ADMINISTRATIVE AND PRESIDING JUDGE

JUDGE THOMAS P. GYSEGEM

DAN GERIN, MAGISTRATE AND COURT ADMINISTRATOR

MARGARET SCOTT, CLERK OF COURTS

**Serving the citizens of Warren and Trumbull County, Ohio**



# Jurisdiction and Organization

The Warren Municipal Court operates under the rule of law to assure that the court and the protections of the law are open to all people. The court is a limited jurisdiction court of record whose purpose is to apply the law to specific controversies brought before it, and to resolve disputes between people and other legal entities

On August 25, 1800 the first Court was held in Warren. It convened in Ephraim Quinby's com crib, which stood on Main Street, near what is now the Erie Railroad crossing. The chief accomplishment of the Court, said to be the first formal governmental agency to be established in the Western Reserve, was the appointment of a committee to select a place for the jail. The Southwest room in Ephraim Quinby's log house was chosen, temporarily; and Quinby, a founder of the town, became the town's first jailer.

The court was created in 1913 by the Ohio State Legislature, and has a geographic jurisdiction in the City of Warren, Warren Township, Howland Township and Champion Township. The court has jurisdiction over a violation of any ordinance of the City of Warren; and State of Ohio statutory misdemeanor and traffic violations committed within its jurisdiction, and to preside over preliminary hearings for felony cases that occur within its jurisdiction. Jurisdiction also includes civil cases where the amount in dispute is \$15,000 or less and for small claims cases when the claim is \$6,000 or less. The Warren Municipal Court has two full time judges, each elected on a nonpartisan ballot to serve a six year term of office. Judges must be attorneys, must live within the Court's jurisdiction and are required to be licensed to practice law for a minimum of six years prior to becoming a judge. Yearly, the judges elect a Presiding Judge and Administrative Judge. All judges have been sworn to administer justice and to ensure that the proceedings before them are conducted in an equitable and impartial manner.

The Warren Municipal Court has two elected judges, with each judge having a personal office staff consisting of a bailiff and court reporter or secretary. The judge's personal staff assists in the daily operations of both their office and the court docket.

The Court employees a full time Magistrate/Court Administrator that provides support/ judicial services to the two elected judges of the Warren Municipal Court. The Magistrate presides over the following: all forcible entry and detainer matters, unless a trial by jury has been requested; all small claims cases; post judgment debtor's examinations and garnishment/attachment hearings; rent escrow application cases; and other civil cases and damages hearings. The Magistrate also acts as Acting Judge when the Judges are on vacation. As Court Administrator, the office provides a number of management and administrative functions to facilitate the operation of the court. Administrative and management support and assistance is provided to the judges and staff for the development and implementation of court policies, procedures and programs.

The Clerk of Court's Office is the repository of the public records for the Warren Municipal Court operation. The Clerk, her management staff and a staff of 13 Deputy Clerks ensure that the tasks of the office, as set forth in the Ohio Revised Code, are adhered to and carried out. Established administrative functions and legal processes make certain that the municipal court case documentation is recorded and maintained appropriately.

The Clerk of the Warren Municipal Court is an appointed position. The office records all case documentation filings and receipts, then disburses funds according to the orders and directive of the Court and according to law. Office hours for the Clerk of Court are 8:00 a.m. to 4:00 p.m. Monday through Friday, excluding holidays, for the acceptance of case filings and payments.

# **COURT ORGANIZATION**

## **JUDICIAL STAFF**

### **JUDGE TERRY IVANCHAK**

JOSEPH SEKULA, BAILIFF  
ASHLEY DOUGLASS, SECRETARY

### **JUDGE THOMAS GYSEGEM**

JEFFREY HOVANIC, BAILIFF  
LOUISE ROWLAND, BAILIFF

### **DANIEL GERIN, MAGISTRATE/COURT ADMINISTRATOR**

DEBORAH GAYDOSH, CIVIL ASSIGNMENT COMMISSIONER

### **MARGARET SCOTT, CLERK OF COURTS**

VALERIE GREEN, SENIOR ACCOUNTANT  
LORETTA ESTLACK, HEAD CLERK/COMPUTER ADMINISTRATOR  
SHARON BENNETT  
TERRI GRANT  
PAMELA VINES  
SHANICE PETERSON  
ASHLEY BROWN  
ROSE DURCH  
MARGIE JOHNSON  
LAUREN CALE  
LISA BENNETT  
LYN STEWART  
RENEE PARKER

### **PROBATION OFFICE**

DANA BROWN, PROBATION OFFICER – JUDGE GYSEGEM  
WANDA CUNNINGHAM, PROBATION OFFICER – JUDGE IVANCHAK

ROBERT TRIMBLE, PART TIME PROBATION OFFICER/LICENSE RECOVERY  
RICHARD MANOFSKY, PART TIME COLLECTION OFFICER

### **OUTSIDE BAILIFFS**

DAVID DOMENICK, CHIEF BAILIFF  
JESSIE HOWARD, BAILIFF

### **DOMESTIC VIOLENCE ADVOCATES**

NAOMI PATMON  
TERESA SHAMBACH

# CASE FILINGS

The following pages give a three year comparison of the case filings in the Warren Municipal Court.



<b>THREE YEAR CASE COMPARISON REPORT</b>			
	2020	2021	2022
<b>Criminal Case Filings</b>			
Felonies	812	828	827
Misdemeanors	1693	1750	1678
<b>Total Criminal</b>	<b>2505</b>	<b>2578</b>	<b>2505</b>
<b>Traffic Case Filings</b>			
DWI Cases	344	402	320
Other Traffic	2884	3828	3061
<b>Total Traffic Cases</b>	<b>3228</b>	<b>4230</b>	<b>3381</b>
<b>Civil Case Filings</b>			
Injury and Damage- CVE	29	18	22
Contracts - CVF	1265	1150	1116
Evictions-CVG	521	643	773
Other Civil-CVH	17	11	29
Small Claims -CVI	161	176	176
Rent Escrow	3	6	5
<b>Total Civil Cases</b>	<b>1996</b>	<b>2004</b>	<b>2121</b>
<b>Parking Ticket Case Filings</b>	<b>1412</b>	<b>1156</b>	<b>271</b>
<b>Towing Cases Filed</b>			<b>912</b>
<b>Miscellaneous Filings</b>			
Fee payment plan, Home Rule, Non Compliance, Miscellaneous	128	300	115
Journals,			
<b>TOTAL CASES FILED</b>	<b>9,269</b>	<b>10,268</b>	<b>9,287</b>

The content of this report is based on data assembled and tabulated by Clerk of Court.  
The Court has no control over the number of cases filed.

## WARREN MUNICIPAL COURT

### ALL CASE FILINGS BY AGENCY-2022

JURISDICTION/AGENCY	FELONIES	MISDEMEANORS	OVI	TRAFFIC	PARKING	TOTALS
CITY OF WARREN	627	1237	122	1497	271	3754
HOWLAND TOWNSHIP	60	164	21	397		642
CHAMPION TOWNSHIP	25	58	10	77		170
WARREN TOWNSHIP	31	76	6	67		180
OHIO STATE HIGHWAY PATROL	47	91	158	998		1294
TRUMBULL COUNTY SHERIFF	31	37	1	41		110
TRUMBULL TASK FORCE	2	2				4
LIBERTY POLICE DEPT	1					1
<b>TOTALS</b>	<b>824</b>	<b>1665</b>	<b>318</b>	<b>3077</b>	<b>271</b>	<b>6155</b>

**WARREN MUNICIPAL COURT**

**TWO YEAR COMPARISON CIVIL FILINGS**

	<b>2021</b>	<b>2022</b>
<b>CVE CASE FILINGS - INJURY AND DAMAGE</b>	<b>18</b>	<b>22</b>
<b>CVF - CONTRACTS</b>	<b>1150</b>	<b>1116</b>
<b>CVG-EVICTIONS</b>	<b>643</b>	<b>773</b>
<b>CVH - OTHER CIVIL</b>	<b>11</b>	<b>29</b>
<b>CVI - SMALL CLAIMS</b>	<b>176</b>	<b>176</b>
<b>RENT ESCROW</b>	<b>6</b>	<b>5</b>
<b>TOTAL CIVIL CASES</b>	<b>2004</b>	<b>2121</b>

# WARREN MUNICIPAL COURT

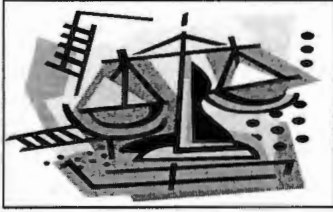
## FINANCIAL RECAPITULATION



The following pages give a complete breakdown of all receipts and disbursements in the civil, criminal, trusteeship, bond and deposit and rent escrow accounts, along with a complete breakdown of all disbursements to the state, county, city and non-governmental departments.



<b>THREE YEAR COMPARISON-RECEIPTS AND DISBURSEMENTS</b>			
	2020	2021	2022
NET REVENUE/GENERAL FUND	770,581.49	887,349.75	750,419.92
EXPENSES	\$ (2,113,851.13)	(2,012,219.00)	-1,921,966.94
CITY SUPPORT	1,343,269.64	1,124,869.25	1,171,547.02
NET REVENUE/COMPUTER	47,435.16	66,840.74	58,726.13
EXPENSES	\$ (44,509.46)	\$ (56,997.57)	-42,711.42
PERCENT USED	74%	85%	72%
NET REVENUE/LEGAL RESEARCH	17,070.63	19,893.94	17,303.83
EXPENSES	\$ (22,762.70)	\$ (10,463.16)	-11,208.00
PERCENT USED	1.29%	52%	64%
NET REVENUE/SPECIAL PROJECTS	171,006.31	191,516.40	156,074.09
EXPENSES	\$ (173,393.62)	\$ (102,938.07)	-338,788.04
PERCENT USED	98%	54%	
NET REVENUE/PROBATION	93,222.33	94,290.68	72,386.62
EXPENSES	\$ (56,114.72)	\$ (62,856.96)	-73,009.28
PERCENT USED	60%	68%	
THE COURT PURCHASED A VEHICLE FOR PROBATION FROM THE PROBATION FUNDS FOR \$20,000.00			
THE COURT PURCHASED A NEW BOILER SYSTEM FOR THE MUNICIPAL JUSTICE CENTER IN THE AMOUNT OF \$138,210.00 FROM SPECIAL PROJECTS			



# WARREN MUNICIPAL COURT

## 2022 YEAR END REPORT

### Paid to City

General Revenue	\$	750,419.92
Computer		58,726.13
Indigent Drivers Fund		181.59
Interest		-
Legal Research		17,303.83
Special Project		156,074.09
City DWI		633.75
Probation		72,386.62
Total	\$	<u>1,055,725.93</u>

Prepared by Valerie Green, Deputy Clerk

**Warren Municipal Court**

**CIVIL BRANCH**

**RECEIPTS:**

Clerk & Bailiff	304,377.87	Jury	-
Legal Aid (State)	51,678.78	Witness	(66.00)
Legal Aid (City)	522.00	Deposits	300.00
Computer	58,726.13	Judgment	1,027,051.26
Special Project	156,074.09	Refund	649.00
Legal Research	17,303.83	Other Deposits	1,741.50
	<u>\$ 588,682.70</u>		<u>\$ 1,029,675.76</u>

**TOTAL CIVIL RECEIPTS**

**\$ 1,618,358.46**

**DISBURSEMENTS:**

Treas., State of Ohio		\$ 51,678.78	
Treas., City of Warren		537,003.92	
Clerk & Bailiff	\$ 304,899.87		
Computer	58,726.13		
Special Project	156,074.09		
Legal Research	17,303.83		
Total		\$ 588,682.70	

**Judgments and Deposits Disbursements**

Jury	\$ -		
Witness	-		
Deposits	-		
Judgment	-		
Other Deposits	-		
Refund	-		
	<u>1,206,585.18</u>		<u>1,206,585.18</u>

Total

**TOTAL CIVIL DISBURSEMENTS**

**\$ 1,795,267.88**

**Judgements and Deposits**

Beginning Balance JANUARY 2022	\$ 76,062.45		
Plus Receipts	1,029,675.76		
Minus Disbursements	1,206,585.18		
Ending Balance DECEMBER 2022	<u>\$ (100,846.97)</u>		

CRIMINAL BRANCH

RECEIPTS:

Fines & Forfeitures:

State Fines OSP	\$ 94,105.57
DWI-Agency	1,756.41
Pharmacy	-
Indigent Defense Support Fund	96,821.39
License Forfeiture	60.00
Warrant Block	90.00
House Bill 562- Capital Appropriations	7,842.60
Indigent Driver's Alcohol Treatment	6,610.90

Total State	\$	207,286.87
County		12,061.66
Trumbull Co. Drug Force		-
City DWI		633.75
City		120,955.66
TOTAL	\$	<u>340,937.94</u>

Costs:

General Revenue	\$ 189.33
Reparation	28,319.88
City	268,804.64
Probation	72,386.62
Diversion	-
Police Officer	-
Computer	-
Jurors	-
Special Project	-
Special Project-DUI	6,105.38
Immobilization	972.93
Legal Research	-

TOTAL:

376,778.78

Parking Tickets	11,522.98
Howland PD	32,959.20
Howland DWI	345.13
Champion PD	7,688.80
Champion DWI	67.50
Warren Twp. PD	6,657.55
Warren Twp. DWI	166.25
TCSO	3,547.08
TCSO DWI	-
Witness Fees	263.54
Sheriff	3,055.38
Seat Belt	9,679.99
Board of Pharmacy	626.34
Liquor	275.00
Law Library	5,152.89
Child Restraint	-
Expungment	6,350.00
Housing	6,213.08
Public Defender	18,538.85
Indigent	181.59
Interest	-
Animal Humane Society	-
Niles Police Dept.	-
Wildlife	-
Newton Falls Municipal	-
Domestic Violence Visitation	-
Collection Cost	20,227.00

TOTAL

\$ 851,234.87

CRIMINAL BRANCH (cont)

DISBURSEMENTS:

Treas., State (Seat Belt)		\$	9,679.99
Treas., State (Expungment)			3,810.00
Treas., State ( 50% of H.P. Fines)			50,119.90
Treas., State (H.P. Fines Pharmacy)			-
Treas., State (H.P.D.U.I.)			1,756.41
Treas., State (General Revenue)			189.33
Treas., State (Reparation)			28,319.88
Treas., State (Liquor)			137.50
Treas., State ( License Forfeiture Processing)			60.00
Treas., State (Indigent Defense Support Fund)			96,821.39
Treas., State (Indigent Driver's Alcohol Treatment)			6,610.90
Treas., State (House Bill 562- Capital Appropriations)			7,842.60
Treas., State ( Warrant Block Processing)			90.00
Ohio Board of Pharmacy			626.34
Wildlife			-
Child Restraint			-
<hr/>			
Treasure of Trumbull County		\$	98,065.35
10% of H. P. Fines	8,750.44		
Champion Traffic	5,118.70		
Champion DWI	67.50		
Howland Traffic	22,867.77		
Howland DWI	345.13		
Warren TWSP Traffic	3,750.93		
Warren DWI	166.25		
Misc. Traffic	11,889.23		
State Criminal	19,287.66		
Witness	192.31		
Liquor	137.50		
Juror	-		
Expungment	740.00		
Housing Prisoner	6,213.08		
Public Defender	18,538.85		
Law Library			5,152.89
<hr/>			
Treas., City of Warren		\$	512,383.04
40% of H.P. Fines	35,235.23		
City Fines	120,955.66		
City DWI	633.75		
Parking Fines	11,522.98		
Costs	268,804.64		
Witness	71.23		
Expungment	1,800.00		
Juror	-		
Immobilization	972.93		
Probation	72,386.62		
Treas., City of Warren	(Indignet Dr. Fund)		181.59
	(Interest)		-
	(Computer Fund)		-
	Special Project-DUI		6,105.38
	(Special Project)		-
	(Legal Research)		-
<hr/>			
Sheriff		\$	3,055.38
Sheriff DWI			-
Niles Police Department			-
Animal Humane Services			-
Trumbull County Drug Force			-
Newton Falls Municipal Court			-
Collection Cost			20227.00
Domestic Violence Visitation			0.00
TOTAL		<u>\$</u>	<u>851,234.87</u>

<u>TRUSTEESHIP BRANCH</u>			
New Cases Filed		0	
Cases Terminated		0	
Total		0	
Active		0	
Total Active		0	
Beginning Balance JANUARY 2022			\$ -
<b>RECEIPTS:</b>			
For Costs	\$ -		
For Creditors	-		
<b>TOTAL RECEIPTS</b>			-
<b>DISBURSEMENTS:</b>			
Treas., City	\$ -		
To Creditors	-		
<b>TOTAL DISBURSEMENT</b>			-
Ending Balance DECEMBER 2022			<u>\$ -</u>

<u>RENT ESCROW ACCOUNT</u>			
<b>RECEIPTS</b>			
Beginning Balance JANUARY 2022			\$ 691.02
Money paid into account	\$ 5,200.00		
<b>TOTAL RECEIPTS:</b>			\$ 5,200.00
<b>DISBURSEMENTS:</b>			
City of Warren	52.00		
Rent paid to landlord	5,839.02		
Rent paid to tenant			
<b>TOTAL DISBURSEMENTS:</b>			<u>5,891.02</u>
Ending balance DECEMBER 2022			<u>\$ -</u>

<u>BONDS &amp; DEPOSITS</u>			
Beginning Balance JANUARY 2022			\$ 194,473.36
<b>RECEIPTS</b>			
Refund TR/CR	\$ 5,453.16		
Restitution	14,602.67		
Theft Restitution	-		
Payout	-		
Bond	75,412.38		
Deposits	9,180.00		
<b>TOTAL RECEIPTS</b>	\$ 104,648.21		
<b>DISBURSEMENTS:</b>	87,221.31		
<b>NET BALANCE</b>			<u>17,426.90</u>
Ending Balance DECEMBER 2022			<u>\$ 211,900.26</u>

<u>FEDEX</u>			
Beginning Balance JANUARY 2022			\$8,250.30
<b>RECEIPTS</b>			
Money paid into account	\$ 58,768.47		
<b>TOTAL RECEIPTS:</b>			\$ 67,018.77
<b>DISBURSEMENT PAID TO FEDEX</b>			\$ (58,768.47)
Ending Balance DECEMBER 2022			<u>\$ 8,250.30</u>

Account Balance Listing

101 Seat Belt	9,679.99
102 Expungment	3,810.00
103 Ohio State Patrol-50%	50,119.90
104 OSP DWI	1,756.41
105	-
106 General Revenue	189.33
107 Reparation	28,319.88
108 Liquor	137.50
109 Board of Pharmacy	626.34
110 Wildlife	-
111	-
112 Legal Aid State	51,678.78
113 Child Restraint	-
114 Animal Humane	-
115 License Forfeiture	60.00
116 Warrant Block	90.00
117 Indigent Defense Supc	96,821.39
118 House Bill 562- Capita	7,842.60
119 Indigent Driver's Alcoh	6,610.90
201 OSP 10% 4511-45	7,981.78
202 Champion Traffic	4,234.55
203 Champion Misc	884.15
204 Champion Crimin	2,570.10
205 Champion DWI	67.50
206 Howland Traffic	18,351.86
207 Howland Misc	4,515.91
208 Howland Crim	10,091.43
209 Howland DWI	345.13
210 WTPD Traffic	3,113.73
211 WTPD Misc	637.20
212 WTPD Crim	2,906.62
213 WTPD DWI	166.25
214 Witness Fee State	192.31
215 Liquor(State)	137.50
216	-
217 Expungment(County)	740.00
218 Law Library	5,152.89
219 Housing Prisoners	6,213.08
220 City Arrest-State Tra	8,408.81
221 City Arrest-State-Misc	581.00
222 City Arrest-State-Crim	3,071.85
223 Juror State	-
224 OSP Fine-10%Misc	694.31
225 OSP Fine-10%Crim	74.35
226 OHIO Public Defender	18,538.85
301 OSP Fines 40%	35,235.23
302 City Fine	120,955.66
303 Parking Tickets	11,522.98
304 City Cost	268,804.64
305	-
306 City Wit Fee	71.23
307 IDD Fund	181.59
308 Civil/CR/TR Computer	58,726.13
	-
309 Legal Aid (City)	522.00
310 Clerk & Bailiff	304,377.87
311	-
312	-
313 WPD DWI	633.75
314 Police Officer	-

315 Probation Fee	72,386.62
316 Diversion	-
317 JurorsC/T	-
318 Expungement (City)	1,800.00
319	-
320	-
321 Immobilization	972.93
322 Legal Research(Cv, TI	17,303.83
Legal Research(TR/Cr	-
323 Special Project(CV/CF	156,074.09
Special Project(CR/TR	-
324 Interest/Escheated Fu	-
325 Landlord/Tenant	52.00
326 Trusteeship Filing	-
327 Trusteeship Poundage	-
328 Special Project-DUI	6,105.38
401 TCSO/Traffic	980.00
402 TCSO/Misc	1,919.42
403 TCSO CR	647.66
404 TCSO DWI	-
405 TCSO COST	3,055.38
501 Trumbull County Drug	-
503 NILES POLICE	-
504 COST OF COLLECTIO	20,227.00
506 Newton Falls Municipa	-
507 Domestic Violence	-
601 Dep Tr/Cr	9,180.00
602 Bonds	75,412.38
603 Refund TR/Cr	5,453.16
604 Restitution	14,602.67
605 Judgement	1,027,051.26
606 Dep CV	300.00
607 Wit Fee Cv	(66.00)
608 Jury Fee CV	-
609 Jury Demand	1,750.00
611 Trustee Payments	-
612 Misc Cv Dep	(8.50)
613 Foreign Bond	-
614 Refund Civil	649.00
615 Landlord/Tenant	5,148.00
616 Theft Restitution	-
618 Bond Forfeiture	-

**2,579,441.54**

**FEDEX** 58,768.47

**TOWING/STORAGE** 111,855.00

**TOTAL** **2,750,065.01**

**Bond and Deposit Checks**

Dep Traffic and Criminal -

Foreign Bond -

Bond -

Refund Traffic and Criminal -

Restitution -

Total 87,221.31



**Warren Municipal Court  
Probation Department  
2022 Annual Report**

The primary goal and mission of probation is to reduce recidivism. Per the American Probation and Parole Association, this is accomplished by: assisting the courts in decision-making through probation reports and in the enforcement of court orders; providing services and programs that afford opportunities for offenders to become more law-abiding; providing and cooperating in programs and activities for the prevention of crime and delinquency; and furthering the administration of fair and individualized justice. The Warren Municipal Court Probation Department is tasked with supervising individuals placed on probation, as well as those under pretrial court orders. Continue reading for further information on the responsibilities of the probation department.

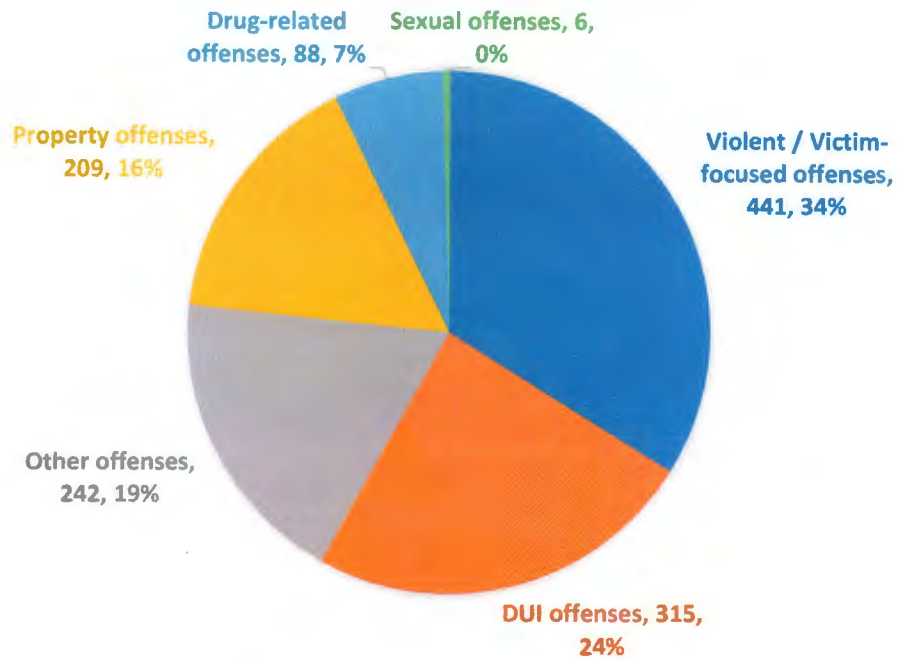
**Staff:**

***Dana M. Brown*** joined the Warren Municipal Court Probation Department in September 2018, previously serving the Court as the Victim Advocate from 2011 to 2015. She holds a Master of Science degree in Criminal Justice from the University of Cincinnati, as well as a Bachelor of Arts degree from Ohio University in Sociology / Criminology with a minor in music, and an Associate of Applied Science degree in Criminal Justice Technology from Eastern Gateway Community College. Dana has worked in the criminal justice field for over 15 years in various capacities: adult probation, juvenile probation, juvenile detention, victim / legal advocacy, and case work. She participates in continued education each year through the Supreme Court of Ohio and other certified / credible sources. Additionally, she is as an Adjunct Professor at Zane State College, teaching Sociology and Criminology.

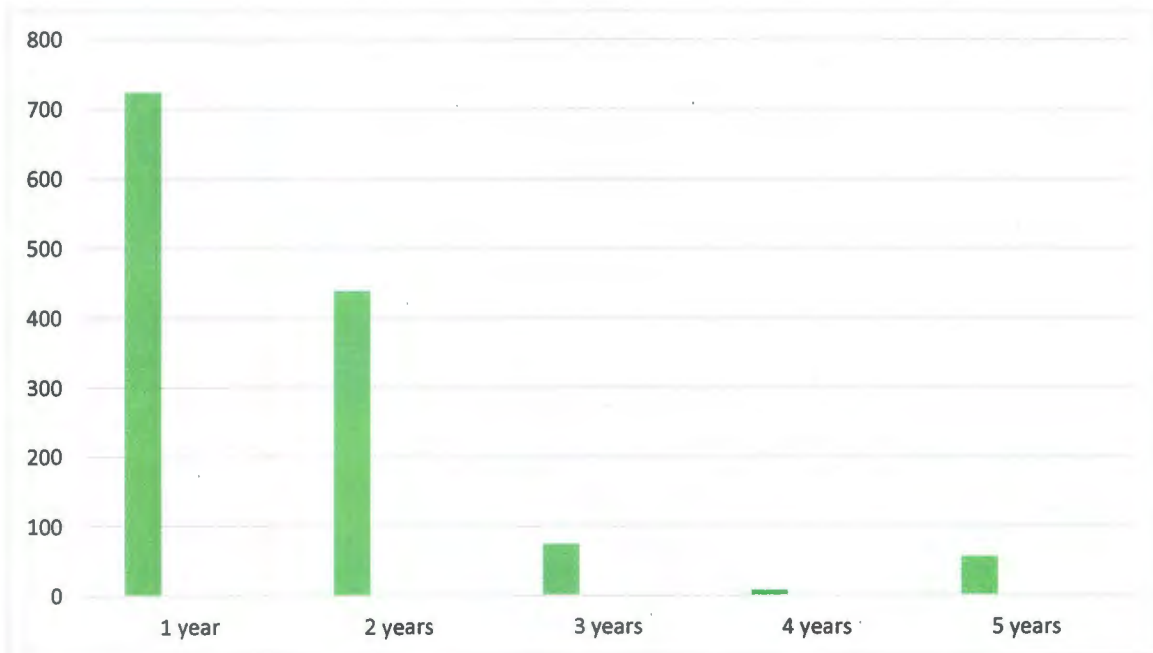
***Wanda J. Cunningham*** was sworn in as a full-time Probation Officer / Deputy Bailiff in August of 2022. She previously was sworn in and served the Warren Municipal Court full-time Victim Advocate from December 2015 to August 2022. She holds a Bachelor of Social Work and graduated cum laude from Youngstown State University. Wanda has worked in the social work field for over 20 years serving as a social worker with Greentree, Eligibility Referral Specialist with Trumbull County Job and Family Services, Residential Supervisor with Northeast Ohio Community Alternative Program (NEOCAP), and Employee Assistance Coordinator for R G Steel / Local 1375. Currently, she has attended ORAS training and is completing online training with the Supreme Court of Ohio.

**Warren Municipal Court  
Probation Department  
2022 Annual Report**

**Cases placed on Probation – Case Type**  
Total = 1,301

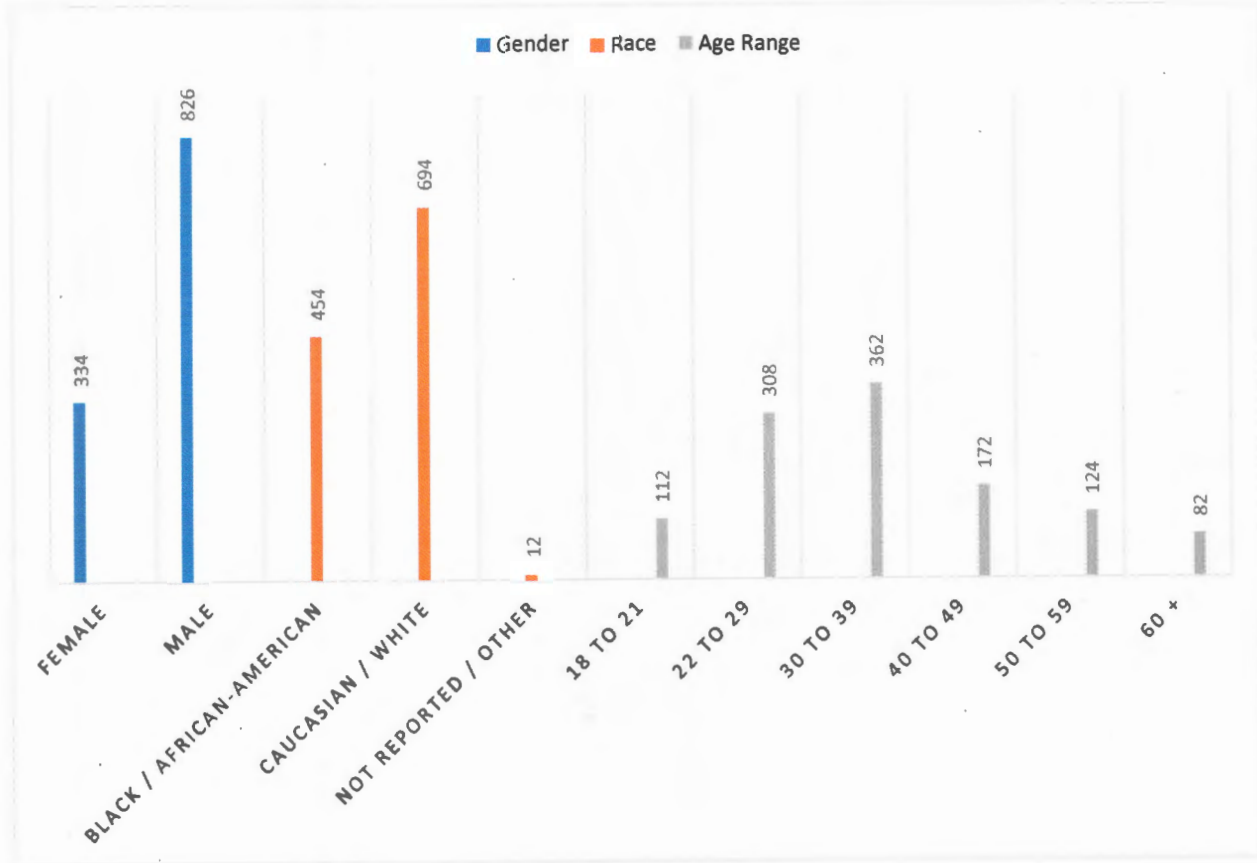


**Cases placed on Probation – Length**  
Total = 1,301



**Warren Municipal Court  
Probation Department  
2022 Annual Report**

**Persons placed on Probation  
Total = 1,160**

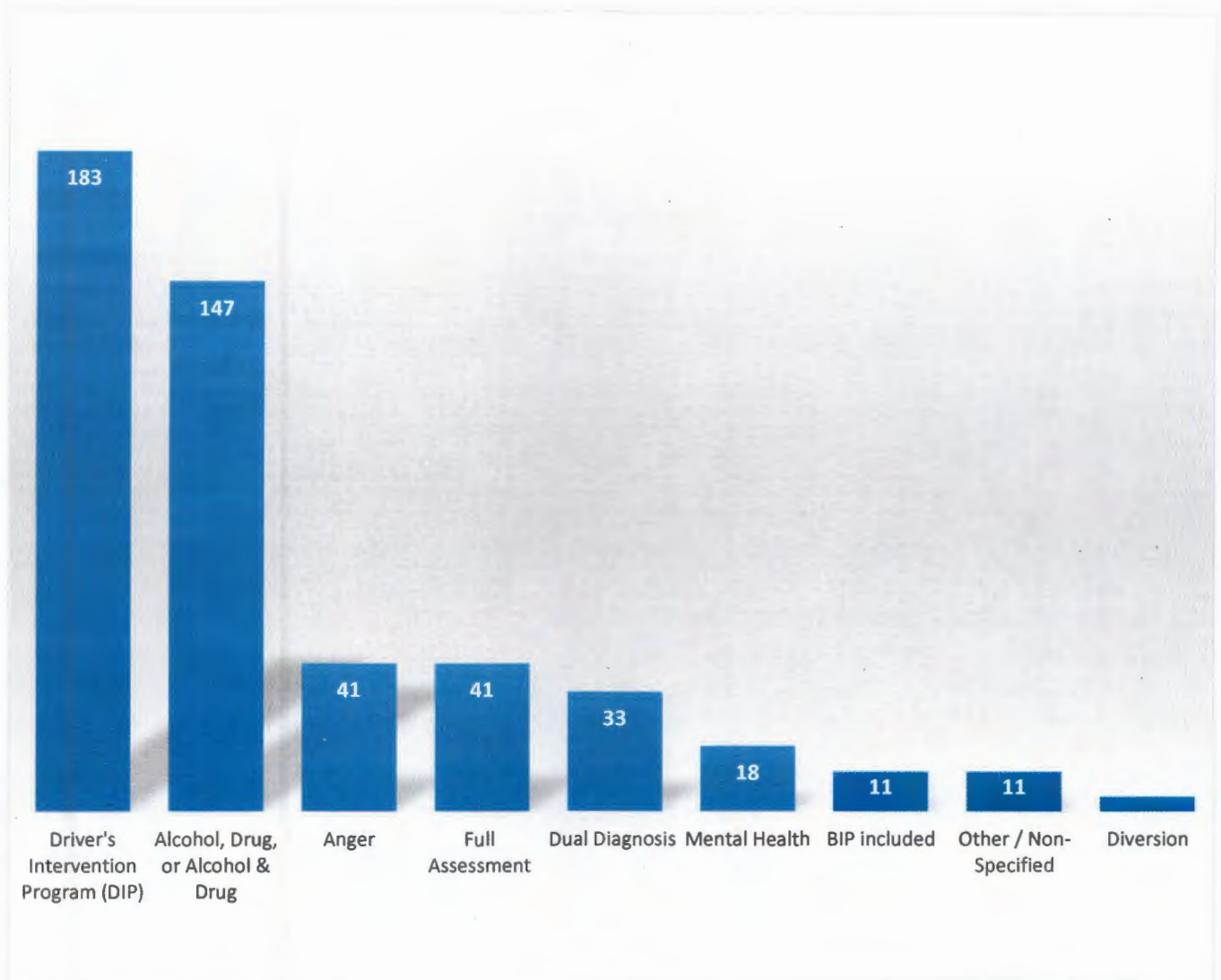


**Warren Municipal Court  
Probation Department  
2022 Annual Report**

**Linkage Orders and Program Referrals**

Total Cases = 483

Total Persons = 473



In many cases, the Judge will issue what the court refers to as a “Linkage Order”. This order mandates the defendant or probationer to be assessed for any possible concerns over mental health, behavioral health, and / or substance use. The probation department is tasked with “linking” the individual with one of the many local service agencies in our community for treatment purposes, monitoring to ensure that the individual satisfies all treatment recommendations, then reporting to the Court on the defendant’s progress. This includes referrals to Driver Intervention Programs (DIP), Trumbull County’s Veterans Assistance Program (VAP), and Diversion.

**Warren Municipal Court  
Probation Department  
2022 Annual Report**

As of 12/31/2022, there are **3,170** active probation cases (1,508 in 1; 1,662 in 2)

	<i><b>Total</b></i>	<i><b>Courtroom 1</b></i>	<i><b>Courtroom 2</b></i>
Cases placed on Probation	<b>1,301</b>	737	564
Length – 1 year	<b>724</b>	417	307
Length – 2 years	<b>439</b>	249	190
Length – 3 years	<b>74</b>	26	48
Length – 4 years	<b>8</b>	2	6
Length – 5 years	<b>56</b>	43	13
Drug-related offenses	<b>88</b>	46	42
DUI offenses	<b>315</b>	180	135
Other offenses	<b>242</b>	151	91
Property offenses	<b>209</b>	120	89
Sexual offenses	<b>6</b>	3	3
Violent / Victim-focused offenses	<b>441</b>	237	204
<b>Persons placed on Probation</b>	<b>1,160</b>	633	527
Female	<b>334</b>	187	147
Male	<b>826</b>	446	380
Black / African American	<b>454</b>	226	228
Caucasian / White	<b>694</b>	402	292
Not Reported / Other	<b>12</b>	5	7
Ages 18 to 21	<b>112</b>	61	51
Ages 22 to 29	<b>308</b>	167	141
Ages 30 to 39	<b>362</b>	210	152
Ages 40 to 49	<b>172</b>	92	80
Ages 50 to 59	<b>124</b>	53	71
Ages 60 and up	<b>82</b>	50	32

## VOCA / SVAA GRANT INFORMATION

The VOCA grant was established in 1997 by Judge Thomas P. Gysegem. Funds from the grant ensure the rights, safety, and protection of crime victims. Domestic violence has evolved into a difficult problem in society. Historically, men's violence within the family and in interpersonal relationships was tolerated in our society. This perspective provides some scope of the problem relative to violence against women, children, men, LGBTQ+, and the elderly. The dynamics of the family violence are expansive, and a unified community response is needed to address the various issues surrounding domestic violence.

Although victims of Domestic Violence are the primary focus of the advocacy program, it also serves victims of Assault/Sexual Assault, Child Endangering, Rape, Sexual Imposition, Stalking/Harassment, Menacing, Robbery, Burglary, Receiving Stolen Property, Theft, Breaking and Entering, Forgery, Passing Bad Checks/Credit Card Fraud/Identity Theft, Arson, Murder, and or any other victim of crime and Violating Protection Orders (TPO/CPO/CSPO/POST-CONVICTION NCO). As the drug epidemic and job loss continue to overtake our communities, along with the Covid 19 pandemic the list of victims of crimes continues to expand. The victim advocate provides a variety of services including notifying crime victims of court hearings, the disposition of cases, educating victims relative to the criminal justice system and their rights, court processes, providing court support as well as providing information on job listings, resources for assistance with utilities, issues with housing, counseling, and drugs/alcohol. The court advocate aids in filing and vacating Temporary Protection Orders (TPO), the request and vacating of No Contact Orders (NCO)/Post-Conviction No Contact Orders (P-C NCO) and providing information for Civil/Stalking Protection order (CPO / CSPO) as well as making referrals to social service agencies and treatment programs. Last year, over 1808 crimes of violence were processed through this court. This program ensures that crime victims are aware of their rights, and what services are available to assist the victim in obtaining medical care, counseling, housing, emergency services and other types of assistance as needed.

The Court received a grant in the sum of \$57,178.75 for 2022. This is the total of the SVAA (\$3,000.00) and VOCA (\$54,178.75). The grant money was applied toward a portion of the wages for the Domestic Violence Court Coordinator and the full-time victim advocate assistant. 2022 grant did not increase. However, the grant monies did decrease by \$1,209.62 from 2021 due to cuts in monies available from the VOCA grant. Monies from other categories were moved to the categories deemed most important to provide for the advocates and the victims of crime.

VOCA / SVAA GRANT INFORMATION  
VICTIMS OF VIOLENT CRIME  
INITIATIVES

MONEY RECEIVED FROM VOCA AND SVAA GRANT	\$57,178.75
EXPENSES INCURRED	\$ 120,387.33
CITY EXPENSE	\$ 63,208.58



--	--

**2022 Annual Report**

**Warren Municipal Court**

**Victim Advocate Office**

**Victim Assistance Program:**

The Warren Municipal Court Victim Assistance Program was established in 1997 by the Honorable Judge Thomas P. Gysegem to ensure that the rights, needs, and safety of crime victims are protected during the judicial process. The Victim Advocate is an integral part of this program, which receives funding through grants at the state and federal levels by way of the Ohio Attorney General's Office. The Advocate provides a variety of services including, but not limited to:

- Notifying victims of court proceedings and case dispositions
- Educating victims on their rights and on the criminal justice process
- Advocating on behalf of the victims in court
- Providing court support
- Explaining and assisting in filing Temporary Protection Orders (TPO)
- Referring victims to local social service agencies for additional assistance
- Providing victims with educational pamphlets to ensure their rights and their safety

The Victim Advocate position was held by Wanda J. Cunningham through August 2022. Wanda has certificates for attendance with Domestic Violence Advocacy Fundamental, for completion of Attorney General 2 Days in May Conference. She has a certificate of completing The Attorney General's ADVANCE Academy BASICS. Wanda is certified through the National Advocate Credentialing Program (NACP) as a Provisional Advocate and through The Ohio Advocate Network (OAN) as a Registered Advocate. She holds a Bachelor of Social Work from Youngstown State University (YSU) where she graduated cum laude. Prior to working at Warren Municipal Court, Wanda held the position of Eligibility/Referral Specialist II at The Trumbull County Department of Jobs and Family Services. She also worked at the Northeast Ohio Community Alternative Program (NEOCAP) as a Resident Supervisor. While attending YSU she did her internship at the Trumbull County Adult Probation Department. She served as the Coordinator for the Employee Assistance Program (EAP) for Local 1375 United Steel Workers for 12 years.

The 2016-2017 grants allotted funding for a full-time Victim Advocate Assistant. Teresa Shambach held this position. As of August 2022, Teresa was promoted to Victim Advocate. She is a graduate of Trumbull Business College with an associate degree in Secretarial Science. Teresa has a Diploma in Legal Secretarial. Teresa continues to bring vast knowledge of computer programs. She is quick to learn, and it shows through the training she has and

continues to receive in this position. Teresa continues to learn about victim advocacy through on the job training and local training.

Naomi Patmon currently holds the Victim Advocate Assistant position. Naomi interned from June through August 2022 and was then offered and accepted the Victim Advocate Assistant position beginning September 2022. Naomi is currently attending online Paralegal Classes through Kent State University.

**Case Management:**

Each case processed through Warren Municipal Court involving a violent crime committed against an individual is designated for case management through the Victim Advocate Office.

The Victim Advocate prepares each case by obtaining all relevant information from the complaint form and the police report. The Advocate then researches the Defendant’s criminal history including prior criminal charges and convictions, active paroles, active probations, and warrants / capiases. The Advocate speaks to the victim to discern if a Temporary Protection Order (TPO), No Contact Order (NCO) or Civil Protection Order (CPO) is desired. As this court does not manage CPO the victim is directed to the proper agency. All pertinent case information is supplied to the Judge upon arraignment. At each hearing following the arraignment, the Victim Advocate discusses the case with the Victim, Prosecutor, and the Defense Attorney.

**Up to 1808 victims were assisted in 2022.**

Case Files Statistics dated 03/27/2023

2022 Cases	1268
2021 & Prior Cases Disposed in 2022	540
<b>Total Cases Assisted in 2022</b>	<b>1808</b>

**Victim Interviews:**

During a pending case, the Victim Advocate may interview the victim approximately 4 times. The Victim Advocate consults with the victim to determine what the victim would like to see as a result / conclusion of filing charges, such as if the victim wants contact with the defendant, what issues the defendant may need help with, and to provide as many as answers to any of the victim’s questions. Defense Attorneys often request to speak to the victim, so the Victim Advocate speaks on behalf of the victim or is present during these conversations as well as the prosecutor.

At the initial interview, usually before / after the arraignment, the Victim Advocate provides the victim a purple folder containing pertinent information for court such as case number, next court date, how court may proceed, frequently asked questions, contact information for local agencies,



and educational information concerning victim's right. Also in these folders are informational pamphlets from the Attorney General on Criminal Law / Domestic Violence and the Victim Information Notification Everyday (VINE). The VINE service notifies the victim when the defendant is in and out of jail / prison. This folder is a great resource for the victim to use as he or she proceeds through the judicial process.

The Victim Advocate office is estimated to have conducted close to **5000 in person or phone interviews in 2022**. On average, the Victim Advocate Office fields over **3000 phone calls** during the year.

### **Domestic Violence Court (DVC):**

The "Special Docket Domestic Violence Court" was suspended in November 2019.

### **Children Services Board (CSB) Referrals:**

If a case involves a minor child or minor child is present at the time of the incident in question, the Victim Advocate is responsible for notifying CSB. This would occur in most Endangering Children cases and many violent crime cases.

A referral is made by faxing to CSB a document indicating the charge, the case number, the defendant's name, the children's name, the victim's name, the next court date, bond information, criminal history of the defendant, and existence of a TPO or NCO. In 2022, there were referrals made to CSB in Trumbull and surrounding counties concerning 66 defendants.

### **Temporary Protection Order (TPO):**

A Temporary Protection Order (TPO) is a legal document granted by the Judge in a criminal case. The TPO orders the defendant to have no contact with the individual(s) named in the legal document. This is limited to the person(s) named as the victim(s) on the complaint form. The details of the protection order are listed in the official document. The active TPO is served to the defendant and signed by the defendant. It is then faxed / email to the 911 call center either from the jail (if the defendant is in jail) or the court (if the defendant is served at the court). If the defendant violated the TPO he / she can be arrested right on the spot.

The TPO remains in effect until the case is disposed or a written request by the victim for the TPO to be vacated is approved by the Judge. Once the defendant is sentenced, the TPO automatically expires and a vacated copy of the TPO is emailed to the 911 call center. The Victim Advocate Office prepares all TPOs for issuance, filing, and vacating. Victims must sign the TPO for the Judge to consider it valid.

TPO Statistics dated 03/27/2023

Active	147
Vacated	19
Denied	0
<b>Total</b>	<b>166</b>

**No Contact Order (NCO) and Post-Conviction NCO (P-C NCO):**

A No Contact Order (NCO) is a verbal order issued by the Judge and is normally a condition of a defendant's bond or probation. The NCO orders the defendant to have no contact with the individual named as the alleged victim of the committed crime. In this way, it is similar to the TPO. The difference is the NCO is verbally issued and the defendant may or may not be arrested by a police officer. If the defendant is not arrested the victim must come to the prosecutor's office to see if they will press charges on the defendant for violating a condition of the bond or probation, whereas the TPO is a legal document that is signed by the judge and served to the defendant.

The NCO remains in effect until the case is disposed or a written request by the victim for the NCO to be vacated is approved by the Judge. Once the case is disposed, the Judge may issue an NCO as a condition of probation. This NCO could remain until the term of probation is expired or the victim requests in writing to the Judge to have the NCO vacated.

A Post-Conviction NCO (P-C NCO) is a legal document granted by the Judge in a criminal case on the day the case is disposed. The P-C NCO orders the defendant to have no contact with the individual(s) named in the legal document. This is limited to the person(s) named as the victim(s) on the complaint form. The details of the no contact order are listed in the official document. The active P-C NCO is served to the defendant and emailed to the 911 call center.

The P-C NCO remains in effect until the probationary period has expired or a written request by the victim for the P-C NCO to be vacated is approved by the Judge. A vacated copy of the P-C NCO is emailed to the 911 call center.

NCO Statistics Dated 03/27/2023

Issued	458
Vacated	76
<b>Total</b>	<b>534</b>

POST-CONVICTION NCO Statistics Dated 03/27/2023

Issued	45
Vacated	1
<b>Total</b>	<b>46</b>

**Training:**

Each year, the Victim Advocate is required to attend training sessions with up-to-date information on victim advocacy. Due to the pandemic and cut in funding the advocate did not do a lot of training in 2022, the Victim Advocate attended:

**OHIO VICTIM WITNESS ASSOCIATION (Wanda)**

VOCA / SVAA Update for 2021-2022 Grant Funding

**Grant Requirements:**

The Victims Advocate Office is partially funded by 2 grants awarded by the Ohio Attorney General's Office. The Victims of Crime Act and the State Victims Assistance Act funds are designated specifically for the program to provide direct services to victims of crime. As a condition of these funds, each victim is required to complete surveys to evaluate the program's performance. Additionally, each year, the Victim Advocate must complete the grant application, and acceptance award package, and quarterly performance reports, monthly and quarterly financial reports, and quarterly survey reports.

**2020-21 Grant Funds Received**

**VOCA - \$66,274.95**

**SVAA - \$ 3,000.00**

**2021-22 Grant Funds Received**

**VOCA - \$54,178.75**

**SVAA - \$ 3,000.00**

Case File Statistics

<b>Charge</b>	<b>2020 Total</b>	<b>2021 Total</b>	<b>2022 Total</b>
DV	433	513	472
Assault	143	152	176
Violation Protection Order	25	50	59
(Agg) Menacing	47	82	83
(Agg) Burglary/Robbery	47	116	10
Rape/Gross Sexual Imposition/Sexual Assault	3	4	10
Other	300	413	458
<b>Total</b>	<b>998</b>	<b>1330</b>	<b>1268</b>