



DEPARTMENT OF FINANCE
Sharon F. Greisz
Director of Finance

January 11, 2008

To: Lonnie R. Robbins
Chief Administrative Officer

From: Sharon F. Greisz
Director of Finance

Re: SAO No. 7

I hereby certify that funds are unencumbered and available for transfer as follows:

FROM:

051-490-8903-1000-0607	Grants Fund, Contingency Reserve	\$ 68,000.00
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TO:

051-210-0104-1000-0206	Circuit Court – Court Security	\$ 68,000.00
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Circuit Court for Howard County
Office of Court Administrator
8360 Court Avenue
Ellicott City, Maryland
21043

Suzanne H. James
Court Administrator

Telephone: (410) 313-4851
Fax No.: (410) 313-2413
E-mail: suzanne.james@courts.state.md.us

January 16, 2008

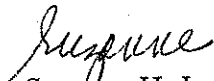
Mr. Lonnie R. Robbins
Chief Administrative Officer
Howard County Government
3430 Courthouse Drive
Ellicott City, Maryland 21043

Dear Mr. Robbins:

Please find attached the testimony of the Circuit Court for Howard County regarding SAO No.7 – Fiscal 2008. This legislation appropriates \$68,000 in State grant funds to address some outstanding security needs at the Courthouse, including exterior cameras, digital video recorders, and card readers. No County matching funds are required in conjunction with the acceptance of this grant from the State Administrative Office of the Courts.

If any additional information is required, please so advise. The Court appreciates the support of the Administration in requesting that the County Council appropriate these supplemental State funds.

Sincerely yours,


Suzanne H. James
Court Administrator

Attachment

cc: Judge Diane O. Leasure
Maj. George Voll
Steve Welkos, Fiscal Specialist

TESTIMONY OF HOWARD COUNTY CIRCUIT COURT
Supplementary Budget & Appropriation Ordinance
No. 7 – Fiscal 2008

The Circuit Court for Howard County is requesting County Council approval for a supplementary appropriation from the County Grants Fund, Contingency Reserve for \$68,000. The source of the funds is a grant from the State of Maryland Administrative Office of the Courts and the funds will be used for exterior cameras, digital video recorder replacements, and additional card readers at the Courthouse.

Background:

The National Center for State Courts (NCSC) conducted a security assessment of the Howard County Courthouse and issued a final report in June 2006. The mission of the NCSC is to improve the administration of justice through leadership and service to state courts. The NCSC offers solutions that enhance a number of court functions and concerns including court security, emergency preparedness, disaster recovery, and continuity of operations with the latest standards and information on proven “best practices”. The State Judiciary was able to secure State funding to assist local jurisdictions in the implementation of security improvements within the Circuit Courts and to help address some of the recommendations made by NCSC in their county assessments.

The NCSC assessment consisted of a series of observations and recommendations in the following areas: authorities and responsibilities for security; threat environment; external security controls; building access controls; interior security controls; security training; and operations manuals and procedures. In their report, it was noted that the closed circuit television (CCTV) surveillance cameras that are installed at various points around the exterior of the building do not provide the complete coverage of the courthouse. It was recommended that cameras be added to the current system so that the entire exterior of the building could be monitored by the security personnel in the operations center. During 2007 new cameras and control equipment were installed in portions of the courthouse and parking lot.

Current Request:

This State grant will fund replacement of five of the exterior cameras with upgraded models and will also add one camera for the judge’s walkway. Two digital video recording units will also be replaced. Additionally, four card readers will be installed at four Settlement Conference Room doors and one reader will be installed at the north side exit door on the fourth floor.

Appropriation of these State grant funds by the County Council will address some of the outstanding security needs at the Courthouse. The financing of these improvements will require no outlay of County funds. The Circuit Court appreciates the consideration by the County Council of this supplementary appropriation ordinance.