

MARTIN CIRCUIT COURT

Ninetieth (90th) Judicial Circuit
Martin County Courthouse Annex, Lower Level
111 Main Street
P.O. Box 370
Shoals, Indiana 47581-0370

R. Joseph Howell, Judge

Email: judgejhowell@rtccom.net
Telephone: (812) 247-3652
Telecopy: (812) 247-3901

Honorable Members
of the Martin County Council
Martin County Courthouse
Courthouse Drive
Shoals, Indiana 47581

Re: Request to Amend Salary Ordinance

Dear Honorable Members of the Martin County Council:

There have been some recent appointments and changes in the Martin County Probation Department, as well as changes in the supervision or management structure in Martin County Community Corrections. As a result, there is need to amend the salary ordinance for 2005. More specifically, the amendments are necessitated by the following appointments and changes:

5/01 4yrs Criminology

1. I have appointed Lisa M. Brittain as the "Chief Probation Officer", "Supervisor Probation Officer for Juvenile Services", and "Co-Supervisor Probation Officer for Community Corrections Programming".

10/98- Smith's Deputy 4yrs Criminology

2. I have appointed Michael J. Fischer as the new "Assistant Chief Probation Officer" and "Supervisor Probation Officer for Adult Services", "Co-Supervisor Probation Officer for Community Corrections Programming", and "Supervisor Probation Officer for Law Enforcement Coordination and Support".

3. I have appointed former Chief Probation Officer Christina F. Crane to serve as a Line Probation Officer, primarily for the purpose of preparing Pre-Sentence Investigation Reports and to assist with training new personnel. Ms. Crane will be assigned additional duties as needed for the Probation Department and the Court to discharge their statutorily-defined duties. The extent of her assignments will depend upon the needs of the Court and the Probation Department and her availability, but her assignments are not expected to be extensive.

I respectfully request you to adopt, reaffirm and/or amend the salary ordinance for 2005 as follows:

1. “Chief Probation Officer”, “Supervisor Probation Officer for Juvenile Services”, and “Co-Supervisor Probation Officer for Community Corrections Programming: \$41,644.00.

2. “Assistant Chief Probation Officer” and “Supervisor Probation Officer for Adult Services”, “Co-Supervisor Probation Officer for Community Corrections Programming”, and “Supervisor Probation Officer for Law Enforcement Coordination and Support”: \$41,644.00.

3. Line Probation Officer (with more than fifteen (15) years experience and a Master’s Degree): \$23.87 per hour. *Breakdown of yearly*

With regard to the Probation Department, at this time, I do not request an additional appropriation of funds. Because the Court and the Probation Department has been without two (2) full-time probation officers for a portion of 2005, I am uncertain whether an additional appropriation will be necessary, and, if so, how much. It is possible that transfers of appropriated funds between or among existing budget categories may address some or all of the needs. Of course, if transfers or additional appropriations are required, I will notify you as soon as possible and will explain the need for them. I will not request any funds hereafter that are not absolutely necessary for the Court and the Probation Department to operate.

The requests herein are made consistent with the 2005 Minimum Salary Schedule for Probation Officers established by the Indiana Supreme Court under authority granted by the Indiana Legislature. More importantly, the requests are consistent with the needs of the Court and the Martin County Probation Department to discharge their statutorily-imposed duties. I make no request that I cannot justify as a matter of law, rule, or practice.

I freely acknowledge that financial matters are never pleasant to address. I also understand that, as the fiscal and legislative body of county government, you have extremely difficult jobs meeting the needs of both the executive branch and the judicial branch while protecting the interests of the taxpayers. However, I do ask, as a matter of personal and professional courtesy, if you believe the requests herein are unreasonable that you do the research necessary to educate yourselves about the operations, duties, and needs of the Court and the Probation Department rather than rely upon the word of someone who may or may not be knowledgeable about such matters. As always, I welcome any questions you may have, and I am available to meet with you individually or to appear at a public meeting. I also invite you to visit the Court and the Probation Department so that you can observe and experience firsthand what the persons serving in these positions are required to do as a matter of law and policy to protect and serve the community and the persons placed on probation by the Court.

I sincerely thank you for your consideration and assistance.

Sincerely yours,

R. Joseph Howell, Judge
Martin Circuit Court

RJH/rjh

cc: Ms. Frances "Cookie" Taylor
Auditor, Martin County, Indiana

AMENDED/DENIED, this 22ND DAY of FEBRUARY 2005
(IN FAVOR OF THE SALARY AMENDMENT)
By A MOTION from Lynn Gee, A SECOND by Richard Summers,

3 Aye(s), Nay(s) Abstain (3 AYES)

Ayes: [Signature]
Mary M. Gee
Rich Summers

Nays: _____

Attest: [Signature]
FRANCES K. TAYLOR
MARTIN COUNTY AUDITOR