



# Dayton Municipal Court **2023 Annual Report**



Judge Daniel G. Gehres, Judge Carl S. Henderson, Judge Christopher D. Roberts,  
Judge Deirdre E. Logan, Judge Mia Wortham Spells





DAYTON-MONTGOMERY COUNTY COURTS BUILDING

Dayton Municipal Court  
301 West Third Street  
Dayton, Ohio 45402

To The City Commission, Dayton, Ohio,

The Board of County Commissioners, Montgomery County, Ohio, and

The Citizens of the City of Dayton, Ohio and Montgomery County, Ohio:

The Judges, Clerk of Court, and staff of the Dayton Municipal Court continue to effectively meet the judicial requirements and expectations of the citizens of Dayton and Montgomery County as required by law. The Court's mission is to resolve criminal, traffic and civil cases by providing impartial justice to those citizens or institutions that have need of our judicial services.

The Judges, Clerk, and staff communicate with one another to respond effectively and efficiently to the judicial and administrative changes continually impacting the Dayton Municipal Court. The Dayton Municipal Court team continues to plan, implement, and coordinate judicial and administrative goals that enhance a proactive approach in keeping with the Court's judicial mission. The Court continues to evaluate its organizational structure, administration, and services to ensure an effective response to the future judicial needs of the City of Dayton and Montgomery County.

In accordance with the provisions of the Ohio Revised Code, the Judges and the Clerk of Court present the community with this 2023 Annual Report. It is our hope that you will understand the operations of the Court from the statistical and financial reports required by law, and the important judicial and administrative changes that have occurred through the leadership and vision of the Judges, Clerk, and staff of the Dayton Municipal Court.



Carl S. Henderson, *Presiding Judge*



Deirdre E. Logan, *Administrative Judge*



Daniel G. Gehres, *Judge*



Christopher D. Roberts, *Judge*



Mia Wortham Spells, *Judge*



Marty Gehres, *Clerk of Court*

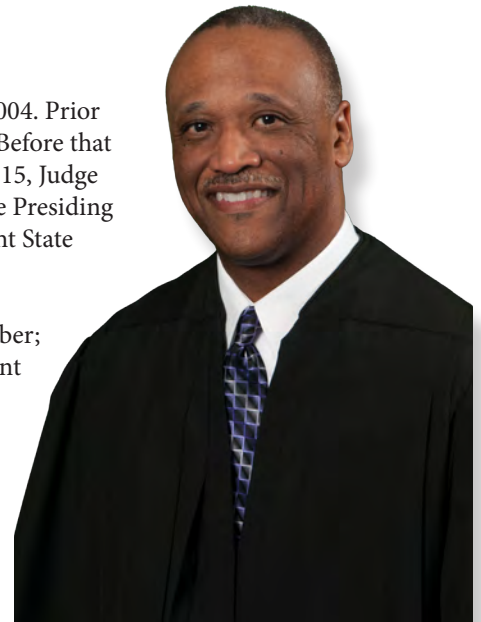


HONORABLE

**CARL S. HENDERSON**

Judge Carl Henderson was sworn in as Judge for the Dayton Municipal Court in January, 2004. Prior to 2004, Judge Henderson was Magistrate in the Dayton Municipal Court for twelve years. Before that appointment, he worked as an assistant prosecutor and in private practice. From 2006 to 2015, Judge Henderson served as Administrative Judge for the Court. Currently, Judge Henderson is the Presiding Judge for Dayton Municipal Court. He obtained his Bachelor of Science Degree from Wright State University and Juris Doctorate Degree from Howard University School of Law.

His service to the community includes: former Red Cross Emergency Housing Board Member; Dayton Bar Association Board of Trustees; former Trustee Dayton Little League, Inc.; present Wright Dunbar Area Credit Union Trustee; and Corinthian Baptist Church Trustee Board member. Judge Henderson is former President of the Ohio Municipal and County Judges Association.



HONORABLE

**DEIRDRE E. LOGAN**

Judge Deirdre Logan is a graduate of Wilberforce University, and the Salmon P. Chase Law School at Northern Kentucky University.

Judge Logan has served as Dayton Municipal Court Judge since August 14, 2009. She has served as the Administrative Judge of the Court since January 1, 2016. Prior to taking the bench, she served as the Chief Prosecutor and Deputy City Attorney for the City of Dayton.

She serves on the boards of several non-profit organizations. Judge Logan devotes her personal time to working in the community with civic organizations and on charitable events. Judge Logan also serves on the Board of Trustees for the Association of Municipal/County Judges of Ohio, Inc. She is also a member of the Ohio Black Judges Association.



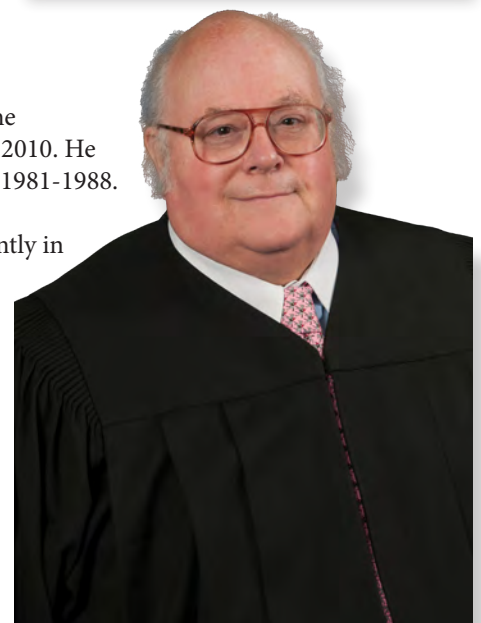
HONORABLE

**DANIEL G. GEHRES**

Judge Daniel Gehres received his B.S. from Manchester College in 1975 and his J.D. from the University of Dayton in 1978. Judge Gehres presided over the Recovery Now Docket, 2005-2010. He served as Assistant Attorney General, State of Ohio, 1978-1982 and was in private practice, 1981-1988.

He was elected to the bench in 1987 and was sworn in as a Judge on January 1, 1988. Currently in his last term, he was re-elected in 1993, 1999, 2005, 2011, and 2017.

His service to the community includes: Cub Scout Pack 99, Pack Master 1997- 2005; Board Member, Dayton S.A.Y. Soccer Board, 1993-2007; Board Member, Miami Valley North S.A.Y. Soccer, 1997- 2007; and Member, Dayton Area Sports History Committee, 2000-present.



HONORABLE

**CHRISTOPHER D. ROBERTS**

Judge Christopher Roberts received his A.A.S. in Legal Assisting from Sinclair Community College in 1991. He also received his B.A. from the University of Dayton in 1995 and his J.D. from the University of Dayton School of Law in 1998.

Before working as a Magistrate in Dayton Municipal Court from 2006 to 2010, Judge Roberts was a private practice attorney working in courts throughout the Miami Valley. In December 2010, Judge Roberts was appointed by Governor Ted Strickland to fill the vacancy created by the untimely passing of Judge Dennis Greaney. He was reelected as Judge in 2017.

Judge Roberts' service to the community includes: Advisory Board Member, Dayton Jets Youth Football and Cheerleading, 2012 to 2015; Member Sinclair Community College Paralegal Program Advisory Committee, 2012 to present; Member of the Ohio Judicial College Court Technology Committee, 2015 to present; Member of the Montgomery County Community Overdose Action Team, 2016 to 2018; and Member of the Supreme Court of Ohio Advisory Committee on Court Security, 2017 to present.



HONORABLE

**MIA WORTHAM SPELLS**

Judge Mia Wortham Spells is a graduate of Wilberforce University and the University of Dayton School of Law.

On November 3, 2015, Judge Wortham Spells was elected Judge of the Dayton Municipal Court. Judge Wortham Spells began her legal career as a City of Dayton Assistant Prosecutor. In 1993, Judge Wortham Spells opened a community-based law firm. While in private practice, she handled criminal, traffic, civil and domestic relations cases.

Her service to the community includes: Wilberforce Alumni Association; Thurgood Marshall Law Society; National Council of Negro Women; National Bar Association; NAACP; SCLC; and Delta Sigma Theta Sorority, Dayton Alumnae Chapter.





# More than just m

## Retiring judge reflects on 36 years with bailiff who became his treas



**Tom Archdeacon**

It was one of the last days of their “paradise.”

Government offices were closed in downtown Dayton on Tuesday, the day after Christmas, but Municipal Court Judge Dan Gehres and Chuck Taylor, his bailiff, returned to their Courtroom 4B to look back over their 36 years together.

Theirs is a partnership like none other in the Dayton courts. Not just in their unequalled longevity or even their distinctive tonsorial style – Gehres with his gray ponytail, Taylor with his neatly trimmed head of white hair – but in the unwavering friendship they’ve forged from their disparate backgrounds and differing current situations.

On Sunday, the 70-year-old Gehres will retire from the bench. He’s being replaced by his 37-year-old son,



Judge Dan Gehres and bailiff Chuck Taylor — who have courtroom Tuesday and talk about their bond, their ti colorful characters they have met over the years. TOM



# S Memories

## rs in 'paradise' sured wingman



been a team for 36 years — sit in the empty  
me in the courtroom and some of the most

ARCHDEACON / CONTRIBUTED

Frank, who's been an assistant Montgomery County prosecuting attorney and is being sworn in today.

Taylor, who is 60 and has known Frank Gehres since he was a toddler, will stay on as his bailiff.

Dan Gehres, who aged out of his judgeship — you must be sworn into your position before you turn 70 — and is also fighting two bum knees which force him to use a walker and often require Taylor's help in matters of transportation, steps and other daily challenges, said "it's time" for him to hang up his black robe.

"I don't want to be the pitcher who stayed too long in the game, the quarterback who stayed too long on the field," said Gehres, using a reference to sports, a passion he and Taylor — once a well-known local athlete and coach — have shared since the day they met.

"I'd say my feelings are mixed," Gehres admitted when asked about leaving the bench. "I'm going to miss the people, the other judges and especially Kelly (Kolb), my assignment commissioner; Katie (Bligh) my court reporter; and, of course, Chuck.

"I can't think of a better guy to have spent the last 36 years of my life with than Chuck Taylor. He's the kind of wingman who would step in front of you when (danger loomed) and take the brunt of it to spare you. He's as good of a man as there is."

FAREWELL

**DANIEL G. GEHRES**

The Dayton Municipal Court bids a fond farewell to the Honorable Daniel G. Gehres. He served as a Dayton Municipal Court Judge from 1988 to 2023, making him the longest serving Judge in the history of the Court with 36 years of dedication.



At the first Big Bad Wolf Trial in 1989, Judge Dan Gehres and his 3-year-old son Frank — who had crawled up on his dad’s lap during the most gripping testimony — listen to the Big Bad Wolf (played by Gehres’ bailiff Chuck Taylor in a red cap and vest) give his account of the events. Frank Gehres was sworn in by his mother, Virginia Platt Gehres, retired Assistant County Prosecuting Attorney. Taylor, bailiff and great friend of Dan Gehres for 36 years, is now the bailiff for Frank Gehres.

Judge Daniel Gehres held his last high-profile trial on May 12, 2023: The State of Ohio v. Big Bad Wolf in Dayton Municipal Court. Gehres has been holding Big Bad Wolf trials for more than 35 years, and the 2023 student jury was only the second to convict the Big Bad Wolf. Pictured are (from left) Virginia Platt Gehres as Grandma; Chuck Taylor as the Big Bad Wolf; Judge Daniel Gehres; Katie Bligh as Little Red Riding Hood; and Dayton police officer Eric Miller as McGruff.



A Gehres Family Legacy: Judge Franklin Gehres (2024 - ), Judge Daniel Gehres (1988 - 2023), and Clerk of Court Marty Gehres (2022 - ).



The Judge’s Dedicated Staff: Paralegal Katie Bligh, Bailiff Chuck Taylor, and Judicial Executive Assistant Kelly Kolb.



## THANK YOU DAYTON

Dear Daytonians,

I could never have imagined when I started classes at the University of Dayton School of Law in the late summer of 1975 that I would fall in love with my future wife there, that we would then raise our four children in Dayton and at the end of 2023 I would retire after serving 36 years as a Judge of the Dayton Municipal Court.

You first elected me Judge in 1987 and trusted me to fairly decide your many different cases. You continued to re-elect me five times, all unopposed, for which I am forever grateful.

During my time on the Bench, I handled thousands of civil, criminal and traffic cases. At trial I always tried to treat everyone with dignity and respect during those stressful times in their lives.

I had the privilege of presiding at the marriage ceremonies of over 1600 happy couples. With my staff we started three events which have become yearly Court celebrations, the Martin Luther King Jr. Day Diversity Luncheon, The Dayton Municipal Court Donut Day competition and the Big Bad Wolf trial where local elementary students serve as jurors.

I want to thank my personal staff made up of my Bailiff for all of my 36 years Chuck Taylor, a proud graduate of Roth High School Class of 1981, my long time Assignment Commissioner Kelly Kolb and my Paralegal Katie Bligh. They truly were the heart and soul in keeping our Courtroom running through thick and thin.

Married to my law school classmate Virginia Platt since 1981, we raised our four children in the Dayton View and Five Oaks neighborhood, daughter Lilly, sons Franklin (elected Judge in 2023), Marty (elected Clerk of Dayton Municipal Court in 2021) and Eddie.

A final thank you to Dayton and its citizens for believing in me and trusting me to serve as one of their Judges and for providing a warm and wonderfully diverse community to raise my family.

Like an old promotional ad from the 1980's read, "It's Great in Dayton!"

Thank you Dayton!



## JURISDICTION AND ORGANIZATION

The Dayton Municipal Court is a limited jurisdiction court of record, whose judicial function is to apply the law to specific controversies brought before it and to resolve disputes between people and other legal entities. The Court operates under the rule of law to ensure that the protections of law are available to all persons.

The Dayton Municipal Court was created in 1913 by the Ohio State Legislature and began its judicial operation in 1914. The Court has the boundaries of the City of Dayton. The Court has subject matter jurisdiction over violations of any ordinance of the City of Dayton, Ohio statutory misdemeanor or traffic violations committed in Dayton, and preliminary hearings for felony cases that occur in the City of Dayton. Jurisdiction also includes civil cases, when the amount in dispute is \$15,000 or less, and small claims cases, when the amount in dispute is \$6,000 or less.

Five full-time judges serve on the Dayton Municipal Court. Each judge is elected on a nonpartisan ballot to serve a six-year term of office. Judges must be attorneys, that have practiced law for a minimum of six years and are residents of the City of Dayton. All judges are sworn to administer justice in every case and to ensure that the cases before them are conducted in an impartial and equitable manner. Annually, the judges elect a presiding judge and an administrative judge. These judges meet regularly with the court administrator to review the operations and policies of the court.

Two full-time magistrates are appointed by the Court to hear certain civil cases, small claims cases, and eviction procedures. They preside over initial appearances for defendants summoned for arraignment. They also preside over minor traffic and criminal cases.

The administrative, professional, technical and clerical functions of the Court are provided by 60 Court employees. Support positions include a court administrator, magistrates, court technology manager and IT technical support coordinator, probation officers, pretrial release officers, assignment coordinators, bailiffs, secretaries, paralegals, and electronic home detention officers.

## JUDGES AND STAFF

In 2023, the Judges of the Dayton Municipal Court handled a caseload of 24,057, consisting of 17,163 new cases filed and 6894 pending and reactivated cases. This caseload includes civil cases, which cover a wide variety of legal issues such as contracts, unpaid credit card bills, unpaid medical bills, quality of workmanship for professional services, fraud, and negligence. The caseload also includes misdemeanor criminal cases, ranging from jaywalking to vehicular manslaughter, plus traffic and housing code enforcement cases. Each case, regardless of the type or subject matter, requires at least two court appearances. Cases with more complex or problematic issues will result in multiple appearances.

The timely adjudication of cases is an important priority for the Court. According to the Ohio Supreme Court case time statistical reporting, the Court's overall case clearance rate in 2023 was 103% and the overage case rate was 0%. This means the Court does not have a pattern of backlogged cases. A "clearance rate" is a measure of how well the Court is keeping pace with incoming cases. A clearance rate of 100% indicates that the Court is disposing of the same number of cases that was taken in. A clearance rate above 100% indicates that the Court is not only keeping pace with incoming cases but is also working through pending cases.

Throughout the pendency of cases, the judges decide intermediate issues that further the progression of the cases, as well as issues that impact their ultimate adjudication. These issues include motions to suppress, motions for default judgment or summary judgment, failure to appear warrants, competency, language barriers, and evidentiary/discovery disputes. Judges also decide post-adjudication issues such as community control revocations, motions for driving examinations and driving privileges, objections to magistrate's decisions, and motions for early release.

Outside of the issues within the individual cases, each judge must review and approve search warrants from multiple law enforcement jurisdictions, schedule office meetings and conference calls with attorneys, and conduct legal research necessary for decisions. Public appearances and service on numerous community and criminal justice boards must also be added to the judge's calendar.

Each judge has an office staff generally consisting of an assignment coordinator, bailiff, and court recording specialist, who may also possess paralegal skills. These staff members assist in the daily operations of both the judge's office and court docket.

### 2023 NEW COURT HIRES

Brandon McClain, *Magistrate*  
Dayven Myers, *Judge's Bailiff*  
Kari Penley, *Assignment Coordinator to Magistrate*  
Shane Wagner, *Court Bailiff*

### 2023 COURT RETIREMENTS

Kym DeMint, *Judge's Bailiff*  
Honorable Daniel G. Gehres, *Judge*  
Steve Miller, *Service/Execution Bailiff*  
Colette Moorman, *Magistrate*



## COURT ADMINISTRATOR **ANN MARIE MURRAY**

Ann Marie Murray was appointed as the Court Administrator for the Dayton Municipal Court in February 2012. Starting as a Deputy Clerk in the Criminal Division, she rose to Supervisor, contributing significantly to countywide projects like the bail system and the current case management system. Her work automated courtroom management and Ohio Supreme Court reporting functions.

In her role, Ms. Murray oversees Court operations and implements projects to enhance services. Notably, she secured funding for the Ohio Community Supervision System (OCSS), allowing information sharing statewide and e-warrant issuance. She also secured funding for a new e-filing case management system, providing direct e-filing and electronic service. She ensures the public can navigate these systems easily.

Ms. Murray's advice is sought on daily for issues affecting the Court and community matters. She updated office policies and procedures to meet standards and conducted a comprehensive job and salary study, resulting in competitive salaries courtwide. She is active in professional organizations and serves on advisory boards, including the Ohio Court Administrators Association, demonstrating her commitment to public service.



## ADMINISTRATIVE SERVICES

The mission of the Court Administrator's Office is to provide technical, administrative, and management support to facilitate and enhance the non-judicial operations of the Dayton Municipal Court, and to recommend future court strategic planning ideas.

The Court Administrator reports directly to the Judges of the Court and is responsible for the development and implementation of Court policies, procedures, programs, and fiscal stability. The Court Administrator is also responsible for the general supervision of the Bailiffs' Office, Department of Supervision Services, Magistrates' Office, Warrant Enforcement Unit, and Court Operations, including technology and legal research.

The specific functions of the Court Administrator's Office include: the preparation of the annual budget; payroll preparation and human resource management; procurement of supplies and services; maintenance and management of facilities and equipment; review and analysis of statistical data and reports; preparation of reports and recommendations for the continued efficiency of the Court; and to act as a liaison with community leaders, city officials, county, state courts, and governmental agencies that affect the interests and business of the Dayton Municipal Court.

The Court promotes professional training and continuing education for staff, with over 75% of Court employees receiving training in the areas of law, technology, corrections, security, and general management. The Court continues to be an active participant in the local criminal justice community through involvement in a number of committees including: the Montgomery County Criminal Justice Council, the Community Overdose Action Team, the Montgomery County Offender Reentry Program, the Montgomery County Mental Health Collaboration Committee, the Jail Population and Assessment Committee, and the Prison Advisory Board. Court in-house committees include: the Mental Health Docket Roundtable Committee and the Montgomery County Coordinated Community Response to Domestic Violence Committee. These committees continue to review and enhance policy and procedures to positively impact the functions of the Court and the local criminal justice community.

The Court Administrator oversees the Automated Legal Research fund provided by R.C. 1901.261. The purpose of the fund is to pay for legal research services and the computerization of the Court. Any surplus funds are used for associated technological expenses of the Court.

The Dayton Municipal Court has established a local court rule and fund providing for mediation services, pursuant to R.C. 1901.262. These funds are to be used for mediation services in Civil, Small Claims, Evictions, and other appropriate cases. Any surplus in the fund is used for other appropriate expenses of the Court.

MAGISTRATE

**BRANDON MCCLAIN**

Brandon C. McClain was reappointed to serve on the bench as a Magistrate in the Dayton Municipal Court in May 2023, after previously serving from 2015 to 2018. Magistrate McClain is the former Montgomery County Recorder, having been elected countywide in November 2018 and 2020. Magistrate McClain received his B.A. from the University of North Carolina at Pembroke, M.A. from the University of Cincinnati, and J.D. from the University of Dayton. He also served in the North Carolina Army National Guard, achieving the rank of Sergeant prior to being honorably discharged.

Magistrate McClain handled criminal, civil, and family law cases from 2011 to 2013. He was hired by the Montgomery County Public Defender's Office in 2013 and assigned to the Dayton Municipal Court and the Montgomery County Common Pleas Veteran's Treatment Court. Magistrate McClain serves on the boards of several non-profit organizations focused on improving the community and has earned multiple awards for his public service, including the University of Dayton School of Law Joseph Cinque Award, the Parity, Inc. Top Ten African-American Male Award and the Dayton Business Journal Forty Under 40 Award.



MAGISTRATE

**COLETTE MOORMAN**

Colette Moorman graduated from Northridge High School in 1984. She received her B.S. in Criminal Justice from the University of Dayton in 1988 and her J.D. in 1991 from the University of Dayton School of Law. She began her career as a Prosecutor for the City of Kettering, and was Prosecutor for the City of Dayton for 12 years. She became a Magistrate for Dayton Municipal Court in 2005. She was instrumental in creating the Traffic Safety Program.

She has received several awards: Appalachian Unsung Hero Award in 2011, induction into the Northridge Hall of Fame in 2010, the Artemis Center Peacekeeper Award in 2003, the City of Dayton Top Flight Award in 1999, and the City of Dayton Department of Police Outstanding Service Award in 1998. She is currently a member of the Ohio Bar Association, the Ohio Association of Magistrates, and the Dayton Bar Association.

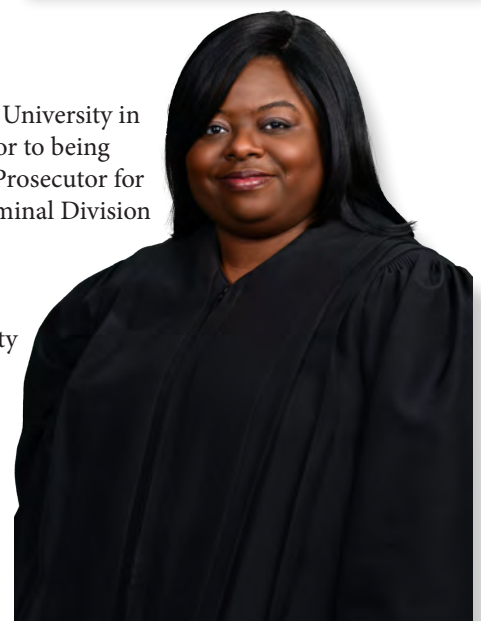


MAGISTRATE

**EBONY WREH**

Ebony Wreh received her Bachelor of Science degree in Mechanical Engineering from Rice University in 2003 and her Juris Doctorate from the University of Cincinnati College of Law in 2006. Prior to being appointed to serve as a Magistrate for Dayton Municipal Court, she served as an Assistant Prosecutor for the City of Dayton for over 10 years and was recognized as Attorney of the Year for the Criminal Division in 2016.

Magistrate Wreh is actively involved in a variety of community initiatives and service organizations. She serves on the boards of non-profit organizations, works in the community to support various civic and non-profit groups, and supports various charitable events. She is currently a member of the Ohio Bar Association, the Ohio Association of Magistrates, and the Dayton Bar Association.





## MAGISTRATE OFFICE

The Magistrate Office provides supportive judicial services for the five elected Judges of the Dayton Municipal Court. The office is staffed by two magistrates, two bailiffs, and one assignment coordinator.

The Magistrate Office is divided into two sections: Civil and Criminal/Traffic. The Civil Division handles small claims cases, forcible entry and detainer hearings, post judgment debtor examinations and attachment hearings, rent escrow cases, damages hearings, dog designation and impoundment hearings, photo enforcement hearings, and civil cases referred by the Judges.

The Criminal/Traffic Division handles arraignments for traffic and criminal matters where the defendants are not incarcerated, minor misdemeanor traffic and criminal trials, and protection order hearings.

<b>Magistrate Statistics</b>	<b>2022</b>	<b>2023</b>
Misdemeanor Dispositions.....	2,241	1,745
Minor Misdemeanor Traffic Trials.....	356	326
Minor Misdemeanor Criminal Trials.....	106	144
Eviction Trials .....	2,750	2,841
Damages Hearings.....	13	38
Rent Escrow Hearings .....	88	111
Referred Civil Cases.....	27	25
Bureau of Motor Vehicles Cases .....	96	102
Small Claims Cases.....	239	280
Mediated Case Terminations.....	13	11
Photo Enforcement Hearings.....	702	696
Parking Trials .....	37	55



## MEDIATION SERVICES

The Dayton Municipal Court utilizes the services of the Dayton Mediation Center to resolve civil, small claims, and eviction cases. Parties are able to reach mutually agreeable binding decisions without proceeding to trial.

## TRAFFIC SAFETY PROGRAM

The Traffic Safety Program (TSP) enables approved defendants, who have voluntarily entered a Plea of Guilty to a minor misdemeanor traffic citation issued within the jurisdiction of the Dayton Municipal Court, to have their cases dismissed upon successful completion of the Program and payment of the Program fee.

The Program was established in 2010. The two hour class is conducted by two off-duty Dayton Police Officers. They discuss topics covering the effects of speeding, distracted driving, and impaired driving, with hands on demonstrations of OVI equipment.

The City of Dayton Prosecutor's Office reviews minor misdemeanor traffic cases individually to determine eligibility for the Program. The minimum criteria for participating are:

- A two-point minor misdemeanor traffic violation with no accompanying criminal charges;
- The traffic case does not involve an accident or property damage;
- The defendant has not participated in the Traffic Safety Program within the previous 12 months; and
- A valid Ohio driver's license at the time of the plea, and does not possess a commercial driver's license (CDL).

In its thirteenth year, over 1,668 defendants participated in the Program. Eight Traffic Safety Program classes were held in 2023, with a successful completion rate of 95%.

Many of the participants expressed their gratitude for the Program, as the points could have caused them to lose their employment, as well as having a devastating financial impact, such as increasing their insurance premiums.

## WARRANT ENFORCEMENT UNIT

One full-time Bailiff and one Deputy Clerk of Court of the Warrant Enforcement Unit assist the Court in contacting individuals who have failed to appear for court as ordered. They also monitor and process cases for deceased persons and close those cases.

The Bailiff makes several efforts to contact non-compliant individuals either in person and/or by telephone. Individuals successfully located are asked to report to the Warrant Enforcement Unit for processing and to appear before a judge or magistrate. In 2023, the Court issued 6,488 various types of warrants. Over 8,511 current and previous warrants were recalled in 2023, due in part to the efforts of the Warrant Enforcement Unit.

An additional responsibility carried out by the Bailiff was the service or attempt of service of 84 Domestic Violence Temporary Protection Orders issued by the Court in 2023.

By contacting individuals on their outstanding warrants, the Warrant Enforcement Unit saves valuable police time and jail space when those individuals voluntarily appear and resolve their warrants.



## CHIEF BAILIFF

### **SHONTELLE SCOTT**

Shontelle L. Scott was named Chief Bailiff of the Dayton Municipal Court on March 1, 2016. Ms. Scott is the first female, in the 100 year history of the Dayton Municipal Court, appointed to the position of Chief Bailiff. Chief Scott served Dayton Municipal Court in 1997 as personal Bailiff for the late Honorable James F. Cannon during his tenure as Administrative Judge. In 2008, Chief Scott began working with the current Presiding Judge, Carl S. Henderson, until 2011 as his personal Bailiff. In 2011, Chief Scott assumed a vacated position of Service/Execution Bailiff, where her duties included service and execution of criminal, traffic-related, and civil documents and actions.

Chief Scott brings a wide range of experience and knowledge to the position. She has a Bachelor of Science Degree in Criminal Justice Administration and Management from Kaplan University, and recently became a Certified Court Manager through the Supreme Court of Ohio and the National Center for State Courts. Chief Scott was chosen by the Judges of the Court for her excellent communication and leadership skills. In addition, Ms. Scott's ability to work with landlords, tenants, victims, outside agencies, and other court personnel are important attributes for the Dayton Municipal Court and the Bailiff's Office.



## BAILIFF'S OFFICE

The purpose of the bailiff is to be of immediate assistance to the five elected Judges and two appointed Magistrates of the Dayton Municipal Court. The bailiff is often the first Court employee citizens see when they enter the courtroom; therefore, the knowledge of the Court docket and paperwork rests with the bailiff.

### *Administrative Staff*

The administrative staff of the Bailiff's Office consists of the Chief Bailiff and Deputy Chief Bailiff. The Chief and Deputy Chief supervise a staff consisting of twelve (12) Courtroom Bailiffs, one (1) Armed Bailiff, and three (3) Service/Execution Bailiffs. The duties of the administrative staff include: keeping updates on Courtroom Bailiff duties, procedures, and forms; as well as greeting and assisting the public on behalf of the Chief Bailiff and Court. Other duties include: mailing courtesy notices to tenants regarding forthcoming physical evictions, assisting with jail bond release slips, and facilitating communication between the Bailiffs in the field and citizens.

### *Courtroom Bailiff*

The duties of the Courtroom Bailiff include: assisting the Judge as needed; preparing the court docket and filing paperwork with the Clerk's Office upon completion of the docket; maintaining the decorum and safety of the Court; and acting as a liaison between the attorneys, citizens, court security officers, Clerk of Court personnel, and jurors.

### *Service and Execution Bailiff*

Another important function of the Bailiff's Office is the service of judgments, orders, and levies, as well as handling the eviction process for all matters to be heard in the Court. The Bailiff works collaboratively with other agencies associated with the Court for matters regarding evictions, as well as Writs of Executions. Those other agencies include: the Montgomery County Animal Resource Center, Dayton Police, Mediation Response Unit, Crisis Care, Humaine Society of Greater Dayton, and South Community. The Bailiff also assists in the courtrooms as needed, and must undergo safety/security training outlined by the Supreme Court of Ohio.

A total of 1,765 Writs of Restitution (evictions) and 2,735 civil subpoenas were processed by the Bailiff's Office in 2023. A total of thirteen (13) Writs of Execution were served in 2023.

A total of 5,915 traffic/criminal subpoenas were processed in 2023. There were a total of 10,428 documents served in 2023, which included prosecutor notices, civil case subpoenas, garnishment orders, contempt citations, and complaints for eviction.

## CHIEF PROBATION OFFICER

### **JOEL A. ZEUGNER**

Joel A. Zeugner was promoted to Chief Probation Officer for the Dayton Municipal Court in January 2009. Prior to his promotion, Chief Zeugner worked as an Intensive Probation Officer for the Court from 1999-2009. He supervised male offenders convicted of domestic violence and domestic violence related offenses, and co-facilitated the Court's 24-week Domestic Violence Intervention Program: Stopping The Violence (STV). Prior to being an Intensive Probation Officer, he worked as a General Supervision Officer from 1996-1999. He obtained a Bachelor of Science Degree in Criminal Justice from Xavier University in 1996, and recently became a Certified Court Manager through the Supreme Court of Ohio and the National Center for State Courts.

He sits on the boards and committees of several community organizations, including: member and former President of Nova Behavioral Health; Dayton Correctional Institution Prison Advisory Board; the Ohio Chief Probation Officer's Association; the Montgomery County Coordinated Community Response to Domestic Violence; the Miami Valley Anti-Human Trafficking Task Force; the Criminal Justice Committee of Montgomery County's Community Overdose Action Team; and the Community Initiative to Reduce Gun Violence.



## DEPARTMENT OF SUPERVISION SERVICES

Probation (Community Control) is a sentencing option available to the Court where the offender's jail sentence is suspended on the condition the offender remains law abiding. Those offenders placed on probation are informed of the requirements and are ordered to meet regularly with a probation officer. To ensure compliance, the probation officer monitors the offender regularly and verifies completion of all conditions ordered by the Court.

In April 2018, the Dayton Municipal Court (DMC), in collaboration with the Montgomery County Common Pleas Court (MCCPC), initiated DMC Pretrial Services. The purpose of DMC Pretrial Services is to provide supervision of individuals, arrested and charged with misdemeanor offenses, to ensure their attendance at scheduled court dates, while ensuring the safety of the public.

The MCCPC Pretrial Services Division conducts the screening and assessment for DMC Pretrial Services. A bond recommendation is developed based upon the individual's social and criminal history and a validated risk assessment tool. Individuals who are determined to have a high likelihood of appearing as ordered, and who do not pose a risk to public safety, are granted release and placed under the supervision of DMC Pretrial Services Officers. Pretrial Services supervision may continue until the individual's case is adjudicated, or it may be terminated while the case is still pending if there is complete compliance.





## 2023 Department of Probation Statistics

### Court Referrals

Offenders Placed on Probation from the Bench .....	312
Pre-Sentence Investigations (PSI).....	142
PSI for Restitution Determinations .....	284
Mental Health Court.....	10
In-Jail PSI.....	37
Community Service .....	79
Restitution Ordered.....	144
Psychological Evaluations .....	30
Expungements.....	835
Dayton Electronic Home Detention .....	106
Total Court .....	1,979

### Other Department of Probation Activity

Offenders Placed on Probation without a PSI.....	312
Probation Granted Following PSI .....	87
Probation Granted Following In-Jail PSI.....	20
Mental Health Court.....	6
Total Offenders Placed on Probation .....	425
Successful Completion of Probation.....	106
Probation (Unsuccessful) Revoked .....	30
Revocation Hearings Resulting in Capias .....	44
Probation Cases Terminated.....	48
Absconding Warrants Issued.....	0

### Fees Collected

Restitution.....	\$85,110.11
Probation.....	\$32,459.75
Electronic Home Detention .....	\$22,251.00
HIV Testing .....	\$0.00
Johns' School.....	\$12,000.00
Alcohol Monitoring (SCRAM) .....	\$0.00

## 2023 Department of Pretrial Services Statistics

Pretrial Services Referrals .....	1,037
Early Termination (Successful) .....	40
Adjudicated Termination (Successful) .....	528
Failure to Appear (Unsuccessful) .....	0
Failure to Comply (Unsuccessful) .....	204

## SPECIALIZED PROGRAMS FOR OFFENDERS

There are a number of programs offered by the Probation Department to help rehabilitate the offender and reduce criminal behavior. Some of the programs are held in-house and conducted by the Probation Department staff, while other programs are offered throughout the community.

### *Electronic Home Detention*

In May of 2008, the Court entered into a contract with funding from Montgomery County to utilize a Global Positioning System (GPS) to track offenders electronically. The contract allows the Dayton Municipal Court Probation Department to offer electronic monitoring to all the area municipal courts. The GPS units provide “on demand” tracking of the offender as designated by the Probation Officer. The system alerts the EHDP Officer immediately if there is a violation.

This alternate form of sentencing saves tax payer dollars by allowing a low risk offender to substitute a jail sentence with community surveillance. It also allows the offender to maintain employment, enrollment in school, or attend to other important duties. The sanction has several positive aspects: (1) significantly lowers jail costs; (2) offender pays the daily EHDP fee whenever possible; (3) continuity with employment, and/or schooling; and (4) stability regarding family and housing responsibilities.

In 2023, the Electronic Home Detention Program had an operating budget of \$300,000.00.

### **2023 Electronic Home Detention Statistics**

Number of Offenders Who Served Jail Time on EHDP .....	444
Jail Days Served .....	18,730
Fees for Services Collected .....	\$22,251.00

### **Referrals from Municipal Courts in Montgomery County**

Dayton Municipal Court.....	109
Kettering Municipal Court.....	31
Miamisburg Municipal Court.....	33
Montgomery County Municipal Court (Eastern Division) .....	60
Montgomery County Municipal Court (Western Division) .....	71
Oakwood Municipal Court.....	0
Vandalia Municipal Court.....	140

### *Housing Court Docket*

Since 1999, the Dayton Municipal Court Housing Docket has adjudicated criminal cases involving violations of the City of Dayton housing, building, and zoning codes. The Housing Docket uses a vertical prosecution model in which code violation cases are heard before the same judge, with a prosecutor solely assigned to the housing docket and a code enforcement court team of inspectors. This approach provides a uniform and focused response to code enforcement violations.

The focus of the Housing Court is to obtain compliance by allowing the property owners a reasonable opportunity to correct the code violations. However, as with any criminal offense, the penalties for noncompliance include: incarceration, fines, community service, and probation. In 2023, 1080 cases were filed by the City of Dayton Code Enforcement.

### *Ignition Interlock Responsible Driver Program*

This Program requires a breath test for alcohol that is installed in the offender’s vehicle. The driver must take the test before the vehicle can be started. Additional tests are administered while the vehicle is running. A failed attempt at starting the vehicle will prevent it from starting, and a signal will be transmitted to the vendor. The engine will shut down and prevent the impaired person from driving under the influence of alcohol. This ignition interlock device (IID) has been proven highly effective, and undoubtedly saves countless lives that would otherwise be lost at the hands of drunk drivers.

The IID has a monthly cost to the offender of \$81.75.



## *Johns' School*

Johns' School is for men convicted of solicitation of prostituted women. In 2008, the Court, in partnership with the City of Dayton Prosecutor's Office, Police Department, Public Health Services, and community advocates, created a program that addresses males convicted of solicitation of prostituted women. It consists of a one day program with a curriculum focusing on the legal ramifications of the offense, the inherent dangers, potential health risks, as well as the impact on the victim/survivor and community. Additionally, whenever possible, guest speakers include a former prostituted woman, who discusses how she was drawn into this dangerous cycle, the negative effects, and how she survived it.

Since its inception, a total of 1,247 offenders have been enrolled in the Program.

## *Making Adjustments Daily*

Making Adjustments Daily (MAD) is a program offered by the Probation Department to help offenders convicted of offenses related to anger, aggression, intimidation, or violence. The class meets once a week, for an hour and a half, for four consecutive weeks. It teaches techniques to help participants build skills to manage strong emotions more constructively and to manage stress related problems in healthier ways.

## *Mental Health Docket*

In 2003, the Dayton Municipal Court created the Access II Program for persons challenged with mental illness, who were convicted of misdemeanor offenses. The Access II name was embraced to constitute "access" to mental health services within the community for those involved with the justice system.

This problem-solving court combines judicial supervision with community-based services to motivate, engage, and reinforce participant's judicial conditions and treatment compliance. This collaborative team approach seeks to serve justice and promote healthy recovery through therapeutic interventions, by empowering one's quality of life, increasing public safety, and reducing recidivism and court and jail costs.

In 2008, the Program expanded countywide and now accepts referrals from all municipal courts in Montgomery County. The Program builds bridges between the justice system, behavioral health agencies, families, and the community.

In 2015, Access II became a Supreme Court of Ohio Certified Specialized Docket and is now called the Dayton Regional Mental Health Court Docket Program. In December 2022, the Program was recertified through December 31, 2025. Individuals are referred to the Program by the City Prosecutor's Office, Public Defender Counsel, Montgomery County Jail, Eastway Behavioral Healthcare, and Samaritan Behavioral.

Mental health assessments and compiled information are reviewed and candidates may be referred to the Judge for acceptance into the Program. Probation supervision under the Program lasts two years, and upon successful completion, the plea of guilty is vacated. The participants are involved in mental health treatment and also substance abuse treatment if needed. Court status hearings are set as needed to ensure compliance with probation conditions.

Access II started with 30 participants the first year and has since averaged 45 participants yearly. Currently, the Program has 25 active participants (participants fluctuate throughout the year). Since its inception, the Program has had 1,402 referrals, of which 889 have been accepted. To date, 284 participants have successfully completed the Program.

The Program is funded by Alcohol, Drug Addiction & Mental Health Services (ADAMHS) and the City of Dayton, Ohio.

Participating in the Dayton Regional Mental Health Court Docket Program are the City Prosecutor's Office, the Montgomery County Public Defender, the Dayton Municipal Court Probation Department, the Montgomery County Jail, Samaritan Behavioral, Eastway Behavioral, and South Community, Inc.

## *Offender Chemical Dependency Education*

Over half of the offenders appearing before the Court have chemical dependency issues. Research consistently points to the correlation between crime, drugs, and alcohol. With that in mind, the Probation Department developed an in house program to help explore these issues. The program is referred to as People Addictions Choices (PAC). The Program provides education about the negative effects of mood altering substances, teaches relapse prevention techniques, and encourages a support system through Alcoholics Anonymous (AA) and Narcotics Anonymous (NA). Both AA and NA are recognized internationally as having helped millions of people maintain sobriety and live healthy lifestyles.

## *Stopping the Violence*

Violence is nothing new to the community or to the Probation Department. Yet due to the growing number of cases involving intimate partner violence, a program for heterosexual males was developed to help address this need. Since 1996, over three thousand offenders have been enrolled in Stopping the Violence (STV). The main goal of the program is to “stop the violence”. Using evidenced-based practice, the men learn that violence is much more than physical. Research points to the fact that emotional abuse is more prevalent and oftentimes more devastating to the victim/survivor. During the batterer intervention, the men learn that their violence is not about anger, or a loss of control; conversely, it is about exerting power and control over the victim/survivor in order to get what they want.

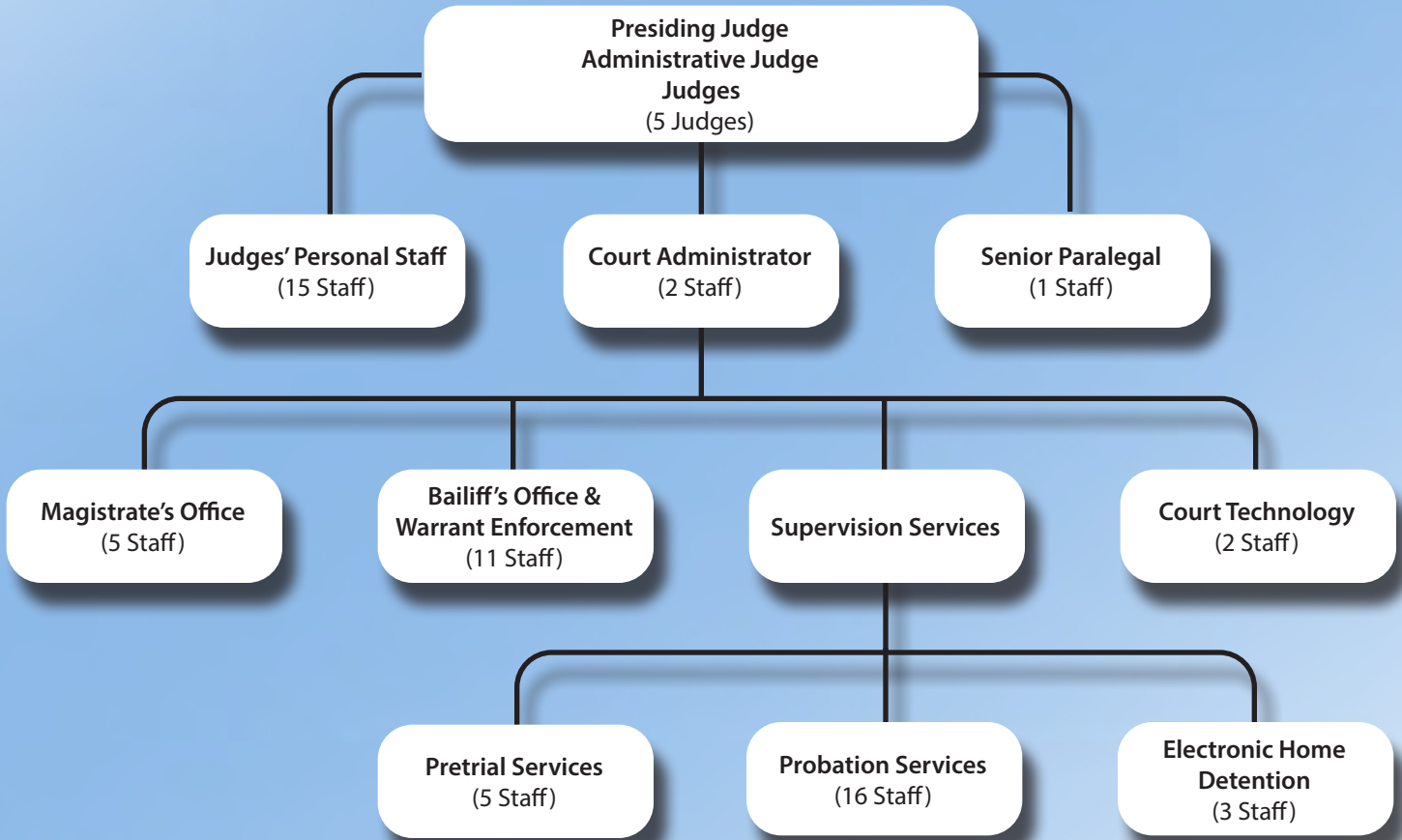
The most frequently asked question is “can they change?” The short answer is yes, given the motivation and willingness to take ownership of the problem and having the commitment to stop the behavior. Recidivism (repeat arrests) studies have been conducted and the overwhelming evidence suggests that batterer intervention and strict court enforcement can prove successful with the treatment of this type of offender when the program is completed in its entirety. However, it does bear noting that over half of the men enrolled in STV are terminated unsuccessfully for a variety of reasons, all having to do with noncompliance. Statistically, this appears to be representative of similar programs around the country, and can likely be attributed to the challenges that exist when working with a violent offender.

In 2023 a total of 40 offenders were placed into the program.





DAYTON MUNICIPAL COURT  
**ORGANIZATION CHART**



**Dayton Municipal Court Contact Information**

	Phone	Fax
Honorable Carl S. Henderson, <i>Presiding Judge</i>	937-333-4350	937-234-1552
Honorable Deirdre E. Logan, <i>Administrative Judge</i>	937-333-4369	937-333-4496
Honorable Daniel G. Gehres	937-333-4366	937-333-5114
Honorable Christopher D. Roberts	937-333-4342	937-333-5085
Honorable Mia Wortham Spells	937-333-4345	937-234-1556
Ann Marie Murray, <i>Court Administrator</i>	937-333-4338	937-333-4494
Brandon McClain, <i>Magistrate</i>	937-333-4456	937-333-2849
Ebony Wreh, <i>Magistrate</i>	937-333-4456	937-333-2849
Warrant Enforcement Unit	937-333-4339	937-234-1522
Shontelle Scott, <i>Chief Bailiff</i>	937-333-4325	937-234-1522
Joel Zeugner, <i>Chief Probation Officer</i>	937-333-4375	937-333-5193

CLERK OF COURT  
**MARTY GEHRES**

Clerk Marty Gehres took office on January 1, 2022. Marty is a graduate of Ohio University and graduated Cum Laude from the University of Dayton School of Law in May of 2017. Prior to taking office, Marty was an Assistant City Attorney for the City of Dayton. As an Assistant City Attorney, Marty primarily focused his practice on work that directly impacted residents of Dayton. Marty crafted legislation to decriminalize marijuana; took on problematic liquor locations; helped bring the DORA to the Oregon District; and, was involved in litigation surrounding a hate group's rally in downtown Dayton.

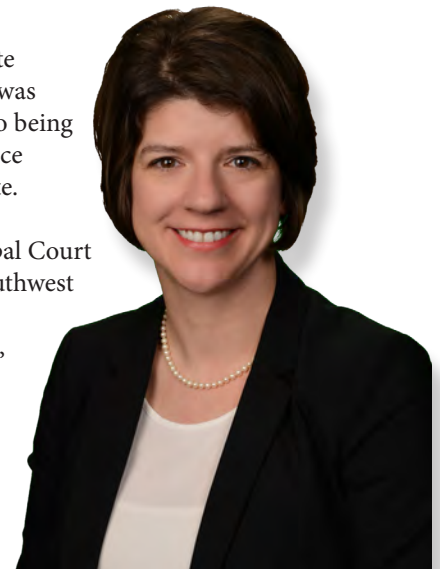
As Clerk, Marty has focused on making the Dayton Municipal Court be more accessible to the public by expanding the Dayton Municipal Court's Self-Help Center. In addition, Marty is focused on improving technology within the court. Finally, Marty is involved in a number of Clerk's Associations and is currently a member of the Legislative Affairs Community of the Ohio Association of Municipal/County Clerks.



CHIEF DEPUTY CLERK  
**MEGHAN THOMAS**

Meghan Thomas received her BA in Urban Affairs, Community Development from Wright State University. She was hired as the Administrative Assistant to the Clerk in 2009, and in 2011 she was promoted to Director of Operations. In 2018, she was promoted to Chief Deputy Clerk. Prior to being hired, she was not a stranger to the courthouse, having helped many victims of domestic violence through the court between 2002 and 2006 in her role as Artemis Center Dayton Court Advocate.

Thomas' current service to the community includes: President of the South West Ohio Municipal Court Clerks Association, executive member of the Board of Directors for Planned Parenthood of Southwest Ohio, and member of Women of Leadership Collaborative of Dayton. Her previous board and committee service includes: Preschool Promise Parent Advisory Board, Chair of PUSH Dayton, and Board Member of DATV. She is a graduate of Dayton Neighborhood Leadership Academy.



**2023 Highlights**

- *Participated in various community events focused on License reinstatements and record sealing.*
- *Purchased a new case management system and began process of implementation.*
- *All staff participated in Diversity, Equity, and Inclusion training with Dr. Karen Townsend.*

## 2023 Case Activity

The Court experienced an overall increase in case filings for 2023. Traffic cases decreased 9% and criminal cases increased 3%, while civil increased 28% and small claims increased 39%.

### New Case Filings

Felonies .....	470
Misdemeanors .....	4,104
O.V.I. ....	474
Traffic .....	5,590
Civil .....	6,525
Total* .....	17,163
Pending from 2022 .....	2,972
Cases Reactivated in 2023 .....	3,922
2023 Total Case Load .....	24,057

\*Case filings may include multiple charges. Does not include Parking Tickets.

### Cases Terminated Prior to Assignment to Judge

By Judge at Arraignment, Initial Appearance, or Preliminary Hearing .....	1,764
By Magistrate at Arraignment or Violations Bureau Appearance .....	4,640
Dismissals and Other Terminations .....	4,279
Guilty Pleas at Violations Bureau .....	3,069
Failed to Appear at Initial Appearance .....	3,250
Not Guilty Pleas .....	4,692
2023 Total Terminations .....	21,694

### Cases Assigned to Judge

Pending from 2022 .....	930
New Cases Assigned .....	4,623
Cases Transferred or Reactivated .....	1,131
2023 Total Case Load .....	6,684

### Cases Terminated by Judge

Jury Trial .....	9
Court Trial .....	116
Guilty Pleas .....	3,064
Other Dismissal and Terminations .....	1,555
Defaults, Stays, Appeals .....	9
Failed to Appear at Trial .....	967
Transfer to Another Judge or Court .....	76
2023 Total Terminations .....	5,796

## 2023 Financial Activity

A total of \$10,647,136.14 was collected and processed by the Clerk of Court in 2023.

Revenues for 2023 were up 22% from 2022, showing an increase of over \$1.3 million. City of Dayton revenue disbursement rose over \$1 million, and the Montgomery County revenue distribution decreased over \$20,000 during 2023.

### 2023 Revenues

Traffic Cases .....	\$1,577,165.90
Criminal Cases .....	\$527,045.85
Civil Cases .....	\$3,726,289.36
Small Claims .....	\$15,358.00
Parking Tickets .....	\$137,587.00
Photo Redlight .....	\$0.00
Photo Speeding .....	\$0.00
Mobile Speeding .....	\$4,663,690.03
Total .....	\$10,647,136.14

### 2023 Disbursements

City of Dayton .....	\$7,290,012.96
Montgomery County .....	\$355,344.08
State of Ohio .....	\$294,186.80
Montgomery County Law Library .....	\$8,274.52
Capital Recovery (Collection Co.) .....	\$162,346.48
Crime Stoppers .....	\$928.00
Plaintiffs and Attorneys (Civil) .....	\$2,380,042.14
Cox Media Publishing (Civil) .....	\$42,021.00
Legal Aid Treasurer (Civil) .....	\$157,446.63
Other Agencies .....	\$378.15
Total .....	\$10,690,980.76



## DIRECTOR OF OPERATIONS

### **RITA ORLOWSKI**

Rita began her career with Dayton Municipal Court in 1990 as a Deputy Clerk in the Civil Division. In 1998, she transferred to the Central Payments Division, and in 2006 she was promoted to Supervisor. As Supervisor, she was instrumental in the implementation of online payment of fines and costs, the processing of photo enforcement payments, and a new document imaging system.

In 2018, Rita was promoted to Director of Operations. She is responsible for payroll, procurement of supplies, maintenance and management of equipment, and monthly preparation of the Supreme Court of Ohio Administrative Judge Report. In addition to her daily duties, Rita is the Clerk's liaison to the City's IT and police departments.

She is a member of the Ohio Association of Municipal/County Court Clerks, attends statewide and regional clerk association meetings, and is always looking for ways to improve services to the citizens of Dayton.



## CLERK INFORMATION OFFICER

### **LARRY PIERCE**

Larry received his Bachelor of Science in Management Information Systems from Ball State University in Muncie, Indiana in 1984. He has over 30 years of computer automation experience in the private and public sectors.

Larry has been working with the Clerk of Court, the Dayton Municipal Court, and the City of Dayton Prosecutor's Office, as well as other local and statewide agencies since 1993. He was responsible for the implementation and support of the first full court case management system known as CAP (Court Automation Project).

Larry has since designed, created and implemented the current case management system, WEJIS (Web-Enabled Justice Information System), and continues to enhance that system today. He developed the online payment and jury systems, implemented two document imaging systems, and works with all areas of the legal system to enhance operations and compliance with changing state laws and local ordinances.



## CENTRAL PAYMENTS DIVISION SUPERVISOR/ACCOUNTANT

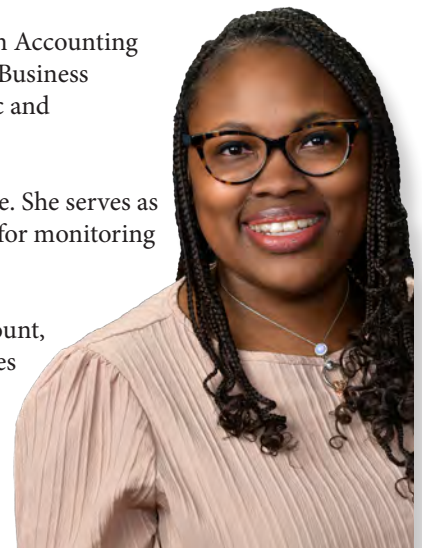
### **DANIA WILLIAMS**

Dania joined the Dayton Clerk of Court Office in 2013. Dania received her Bachelor of Science in Accounting and Finance in 2009 from Wright State University, before returning and obtaining her Master of Business Administration in 2013. She has over ten years accounting experience working in both the public and private sector.

Dania is responsible for developing and overseeing the accounting procedures in the Clerk's office. She serves as the Clerk's representative for the banking and merchant service companies. Dania is responsible for monitoring and auditing the daily deposits made by each division.

Ms. Williams is also responsible for supervising the end of month reconciliation of the bank account, researching and resolving any discrepancies, and providing monthly and annual reports of monies collected and distributed by the Clerk of Court.

In 2018, in addition to her accounting responsibilities, Dania was promoted to Central Payments Supervisor. In this role, Dania supervises a staff of 7 deputy clerks, ensures accurate processing of citations, and provides exceptional customer service to all who come into contact our office.



CIVIL DIVISION SUPERVISOR

**JENNIFER BELL**

Jennifer holds an Associate Degree in Applied Science, Paralegal, from Sinclair Community College. Jennifer began her career with Dayton Municipal Court in 2002, as a Deputy Clerk in the Civil Division. She later transferred to the Magistrate's Office to fill the position of Assignment Coordinator. Jennifer returned to the Clerk of Courts as the Civil Division Supervisor in August of 2015. Jennifer has played a huge role in streamlining processes within the Court and Clerk Offices. She continues to update processes to improve the accuracy of records and to increase the level of customer service to the citizens of Dayton.



CRIMINAL DIVISION SUPERVISOR

**CHRISTINE CROMES**

Ms. Cromes is a 1991 graduate of Wright State University with a Bachelor of Arts in Psychology. She joined the Dayton Municipal Court Clerk of Court Office in 1993 and has worked in both the Central Payment and Criminal Divisions.

She was promoted to Criminal Division Supervisor in 2012. Ms. Cromes is responsible for overseeing the daily operations of the Criminal Division and Courtroom Clerks. In addition, Ms. Cromes is responsible for overseeing the Bail Bond window at the Montgomery County Jail, which provides 24 hours, 7 days a week, bail services, as well as, collection of fines and costs.



TRAFFIC DIVISION SUPERVISOR

**KRISTA FOX**

Krista Fox attended Ohio State University with a focus on Business Administration in 1981. She worked nine years for Bank One in their legal division before joining Dayton Municipal Court in 1995 as a Deputy Clerk in the Traffic Division.

Ms. Fox was promoted to Traffic Division Supervisor in 2014 and directs a staff of six deputy clerks. She is the LEADS Tack Supervisor for the Dayton Municipal Court and oversees security and training for LEADS authorized court personnel.



## CLERK OF COURT'S OFFICE

The Clerk of Court's office is the repository of public records for the Dayton Municipal Court. The Clerk, elected by the citizens of Dayton to a six year term, and his management and support staff of 40 full-time and 2 part-time Deputy Clerks assure 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 ensure that the municipal court case documentation is recorded and maintained appropriately for the public record.

The Clerk of Court's Office, serving in the appointed capacity as the Jury Commission for the Dayton Municipal Court, manages the administration, certification, and notification for approximately 8,500 prospective jurors annually. Summonses are issued for individuals to appear at court for jury duty on an as needed basis. Municipal court jury trials are short in duration, usually lasting only one or two days.

Office hours for the Clerk of Court are 8:00 a.m. to 4:30 p.m., Monday through Friday, excluding holidays, for the acceptance of case filings and payments. Parking, Photo Enforcement, Traffic, and Criminal Payments can also be paid online at [www.paymyfine.org](http://www.paymyfine.org).

The Clerk of Court's Office is divided into four divisions: Central Payments, Civil, Criminal, and Traffic.

### *Central Payments Division*

The Central Payments Division collects money due and payable for traffic minor misdemeanors, criminal minor misdemeanors, parking citations, photo enforcement citations, as well as marriage fees. In 2023 the division processed payments for parking citations totaling over \$137,000 and photo enforcement tickets totaling over \$4.6 million. This division processes fees, makes appropriate case docketing and disburses the money according to the law.

### *Civil Division*

The Civil Division is comprised of the General Division, Small Claims, Rent Escrow, and Trusteeships. In 2023 the Civil division processed over 8,000 civil suits initiated by attorneys. In addition, the division processed over 400 small claims cases. The office records all the case document filings and receipts and then disburses funds according to the orders and directives of the court. In 2023 the Civil Division disbursed more than \$3.7 million.

### *Criminal Division*

The Criminal Division processes criminal misdemeanor complaints that occur in Dayton. Over 4,000 such complaints were processed in 2023. The division also records felony charges from a defendant arrest through preliminary hearing then transfers felony cases to the Common Pleas Court. Court costs, fees, fines, and bail are collected and disbursed according to law. A total of 908 expungements were processed through the Criminal Clerks office in 2023, with 793 being approved.

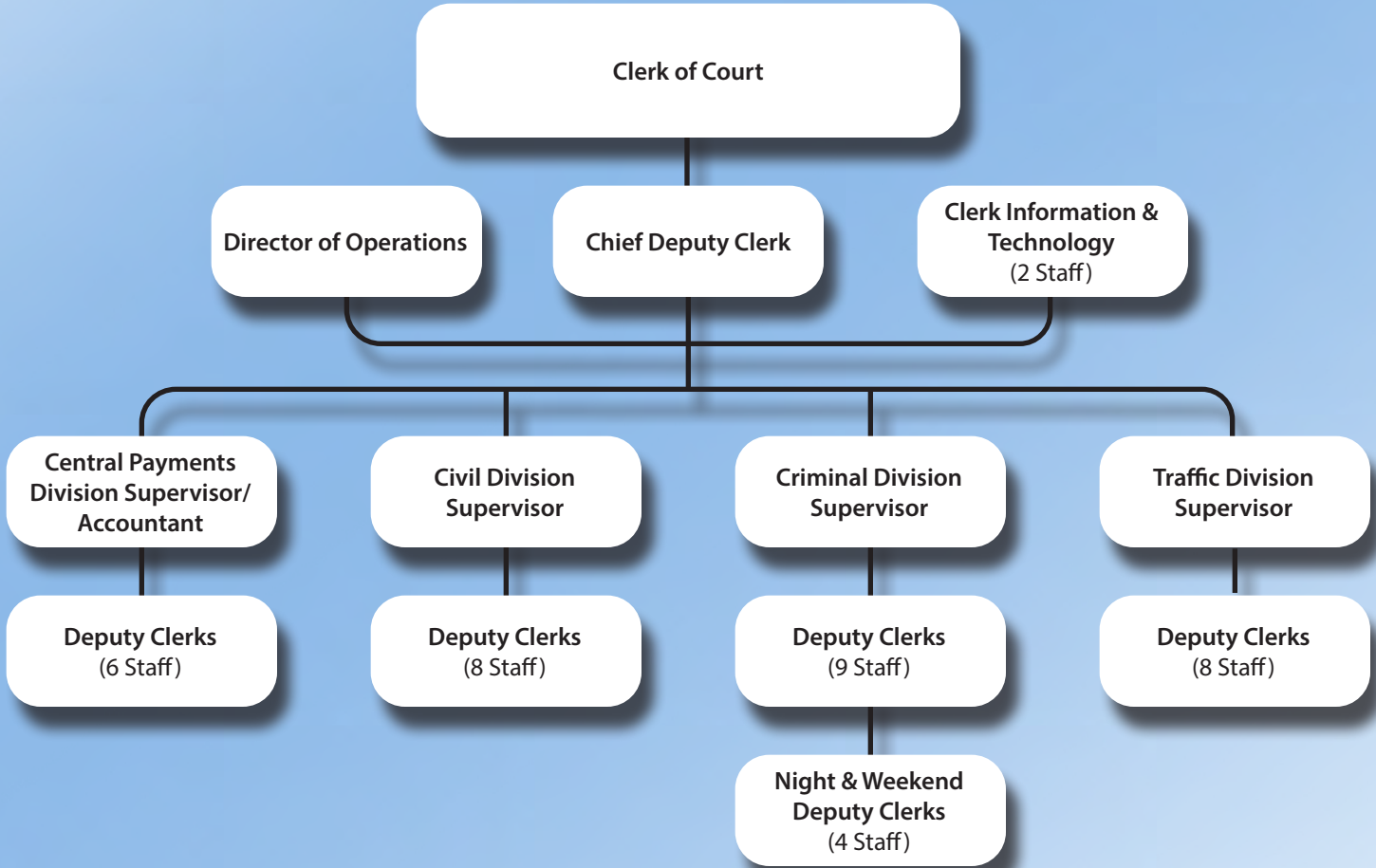
The Clerk's Office provides 24 hours a day, 7 days a week bail service to ensure that due process is provided for all persons having business with the Municipal Court. Additionally, the Clerk provides countywide bail services for Montgomery County through a contract with the Montgomery County Sheriff's Office. On weekends, holidays, and after 4:30 p.m. on weekdays, citizens can pay tickets or post bond at the Montgomery County Jail, 330 West Second Street, Dayton. The bail clerks processed over \$1.37 million of bail in 2023.

### *Traffic Division*

The Traffic Division processes traffic cases including cases of No Operator's License, Driving Under Suspension, and OVI. In 2023 over 6,000 traffic cases were processed. The Traffic Division makes sure the entries and orders of the court are docketed, they establish and monitor payment plans for the defendants, and accept bail and bond.



CLERK OF COURT'S OFFICE  
**ORGANIZATION CHART**



**Clerk Of Court Contact Information**

	Phone	Fax
Marty Gehres, <i>Clerk of Court</i> marty.gehres@daytonohio.gov	937-333-4300	937-333-4468
Meghan Thomas, <i>Chief Deputy Clerk</i> meghan.thomas@daytonohio.gov	937-333-4448	937-333-4468
Rita Orłowski, <i>Director of Operations</i> rita.orłowski@daytonohio.gov	937-333-5101	937-333-4468
Larry Pierce, <i>Clerk Information Officer</i> larry.pierce@daytonohio.gov	937-333-4304	937-333-7558
Dania Williams, <i>Central Payments Division Supervisor/Accountant</i> dania.williams@daytonohio.gov	937-333-4382	937-333-4468
Jennifer Bell, <i>Civil Division Supervisor</i> jennifer.bell@daytonohio.gov	937-333-4484	937-333-4468
Christine Crones, <i>Criminal Division Supervisor</i> christine.kinter@daytonohio.gov	937-333-4323	937-333-4490
Krista Fox, <i>Traffic Division Supervisor</i> krista.fox@daytonohio.gov	937-333-4444	937-333-7558

