

**UNITED STATES DISTRICT COURT
DISTRICT OF MARYLAND**



FISCAL YEAR 2014 ANNUAL REPORT

**THE JUDICIAL BUSINESS OF THE
DISTRICT OF MARYLAND**

DISTRICT JUDGES

(No Vacancies)

Active Judges

Richard D. Bennett
Catherine C. Blake
James K. Bredar
Deborah K. Chasanow, Chief
Theodore D. Chuang
Paul W. Grimm
George Jarrod Hazel
Ellen Lipton Hollander
William D. Quarles, Jr.
George Levi Russell, III

Senior Judges

Marvin J. Garbis
Peter J. Messitte
J. Frederick Motz
William M. Nickerson
Roger W. Titus

MAGISTRATE JUDGES

(No Vacancies)

Full-Time

William Connelly, Chief
J. Mark Coulson
Charles B. Day
Thomas M. DiGirolamo
Stephanie A. Gallagher
Beth P. Gesner
Jillyn K. Schulze
Timothy J. Sullivan

Part-Time

C. Bruce Anderson

BANKRUPTCY JUDGES

(No Vacancies)

Active Judges

Nancy V. Alquist, Chief
Thomas J. Catliota
Robert A. Gordon
Wendelin I. Lipp
Paul Mannes
David E. Rice
James F. Schneider

Recalled Judges

E. Stephen Derby
Duncan W. Keir

COURT UNIT EXECUTIVES

Felicia C. Cannon, Clerk, U.S. District Court
Mark A. Neal, Clerk, U.S. Bankruptcy Court
William Henry, Chief, U.S. Probation and Pretrial Services

COURTHOUSES AND FACILITIES OF THE DISTRICT OF MARYLAND



**Northern Division Courthouse
Baltimore, Maryland**



**Southern Division Courthouse
Greenbelt, Maryland**



**Courtroom, M.R. Toulson Federal Building
Salisbury, Maryland**

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MILESTONES

The United States District Court for the District of Maryland passed a number of significant milestones in fiscal year 2014. On January 3, 2014, District Judge Alexander Williams, Jr. retired from the bench after nineteen years of service as an active district judge in the court's southern division courthouse. The judges and staff in the southern division held a retirement party for Judge Williams and his long time judicial assistant, Gloria Cherry, who was also retiring, on December 13, 2013.

In May 2014, the Fourth Circuit Court of Appeals unanimously voted to reappoint both the Honorable Paul Mannes and the Honorable James F. Schneider as United States Bankruptcy Judges for new 14-year terms commencing October 2, 2014.

On May 2, 2014, Mark D. Sammons retired from the position of Clerk of Court for the United States Bankruptcy Court after more than 35 years of government service and 12 years of dedicated service as Clerk of Court. On April 7, 2014, Mark A. Neal was sworn in as the Clerk Designee for the United States Bankruptcy Court and became Clerk upon Mr. Sammons' retirement. On June 26, 2014, the Bankruptcy Court celebrated Mr. Neal's appointment and Mr. Sammons' prior service with a clerk's investiture and recognition ceremony at the Baltimore courthouse.

On May 8, 2014, the southern division courthouse experienced another milestone event with the unveiling of the portrait of Judge Roger W. Titus in a lovely ceremony in the courthouse. The portrait was painted by artist Ned Bittinger and now hangs next to Judge Peter J. Messitte's portrait in ceremonial courtroom 4C.

Sadly, on June 25, 2014 retired District Judge James R. Miller, Jr. passed away. A memorial service was held at Bozman United Methodist Church in Bozman, Talbot County, Maryland on July 15, 2014.

On July 13, 2014, Judge Susan K. Gauvey retired after 18 years of service. A breakfast was held in honor of Judge Gauvey on June 27, 2014. J. Mark Coulson was appointed by the District Court bench to replace Judge Gauvey. He was sworn in as a magistrate judge in an informal ceremony at the Baltimore Courthouse on August 1, 2014. Judge Coulson had a formal investiture ceremony on October 9, 2014.

On July 18, 2014, the District Court celebrated the appointment of a new district judge with the formal investiture ceremony of Judge Theodore D. Chuang in the ceremonial courtroom at the Greenbelt courthouse. Judge Chuang was nominated by President Obama on January 6, 2014, to the seat vacated when Judge Roger W. Titus took senior status. Judge Chuang was confirmed by the Senate on May 1, 2014, and received his commission the next day. Judge George Jarrod Hazel was also nominated by President Obama on January 6, 2014, to the seat vacated when Judge Alexander Williams, Jr. took senior status. Judge Hazel was confirmed by the Senate on May 1, 2014, and received his commission the next day. Judge Hazel's formal investiture ceremony was held on September 19, 2014 in the ceremonial courtroom in the Greenbelt courthouse.

On September 29, 2014, our district suffered a second grave loss with the passing of District Judge Walter E. Black, Jr. A memorial service honoring Judge Black's life and career was held on October 14, 2014 at the Chapel at the Episcopal Church of the Redeemer.

COURT ORGANIZATION AND GOVERNANCE

The Federal Bench in Maryland has a long history of collegiality in conducting the business of the district. The district judges in both divisions maintain regular contact through weekly video-conferenced bench meetings. On the first Wednesday of each month, magistrate and bankruptcy judges, court unit executives, representatives of the United States Attorney's Office, the Federal Public Defender's Office, the United States Marshal Service, GSA, pro se staff attorneys, the Bureau of Prisons, court reporters, and CJA Coordinating Attorney join the district judges in a consolidated bench meeting.

The court strives to focus on continuous communication and coordination of operations between its different divisions and court units. It relies on a strong committee system that actively involves clerk's office personnel and members of the local bar, as well as judges. Frequent meetings, including those among the unit executives, are an essential part of the court's administration. The court units – namely, the District Court, the Bankruptcy Court, and the consolidated Probation and Pretrial Services office – work closely together to manage the resources of the district. The unit executives meet formally and informally with the chief judge and each other to discuss budget and case management issues affecting the district.

In fiscal year 2014, the District Court determined that minor revisions to its Local Rules and Forms were necessary, primarily for purposes of clarity. The most recent changes to the rules became effective on July 1, 2014.

BENCH/BAR RELATIONSHIPS

Cooperative efforts among the bench and bar continue with regular committee meetings, including the Attorney Admission Fund Committee, the Bench-Bar Liaison Committee, and the Bankruptcy Bar Association/District Court Liaison Committee. At these meetings, committee members address court business, review local rules and procedures, and plan educational programs throughout the year in which the district's judges actively participate. The court's Bench/Bar Conference is a biennial event, which includes the presentation of an award recognizing an attorney, law firm, or group of attorneys for outstanding service to the court.

In recent years, the bench has worked closely with the bar to establish the Historical Society of the United States District Court for the District of Maryland, which has implemented two of several planned exhibits. In the spring of 2011, a display including photographs, artifacts, and text highlighting Maryland's rich history of admiralty law was installed on the third floor of the Baltimore courthouse. A committee of admiralty lawyers and others, supported by the professional expertise of a design firm, created the exhibit.

The second exhibit, The Court and the Chesapeake Bay, was installed on the fifth floor of the Baltimore courthouse in September 2014 and has received rave reviews from all visitors. The display includes touchable oyster casts, the Oyster Dredge case, a magnificent eagle, and a video of an eagle's nest featuring the birth of baby eaglets.

The court and the Historical Society are also planning a civil rights exhibit for the fourth floor of the Greenbelt courthouse which should open in the fall of 2015, and a Civil War exhibit for the Baltimore courthouse. Oral history projects and projects related to the preservation of portraits and historical documents are also underway. The court's strategic goal in this regard is to preserve and display the history of the federal judicial system in Maryland.

COMMUNITY AND INTERNATIONAL OUTREACH

Several of the district's judges serve on committees governing administration of the federal courts. Chief Judge Deborah K. Chasanow finished her term last year as a voting member on the Fourth Circuit Judicial Council, but remained a member of the Judicial Conference of the United States, in her capacity as the Fourth Circuit's district judge representative. Judge J. Frederick Motz completed a five-year assignment as chair of the Judicial Conference Committee on Inter-circuit Assignments in 2013, but his committee service will continue, as he was appointed in January of 2014 as a member of the Judicial Conference Committee on the Budget. Judge Catherine C. Blake is currently serving as chair of the Judicial Conference Committee on Defender Services. Judge Blake also serves on the Federal Judicial Center Board, having been appointed in March 2012. Judge James K. Bredar continued to serve as a member of the Judicial Conference Committee on Federal-State Jurisdiction, and Judge Ellen L. Hollander is in her second year of a two-year term as treasurer of the Fourth Circuit District Judges Association.

Several judges actively participate in programs designed to foster the education of citizens and international tribunals regarding operation of the federal judiciary. Judge Richard D. Bennett works closely with the court systems in Russia, Turkey, and the Ukraine, and serves on the Judicial Conference Committee on International Judicial Relations, continuing the court's long history of service on this committee, which has included prior service by Judge Peter J. Messitte and former district Judge Andre M. Davis, who now sits on the Fourth Circuit. Judge Messitte and Judge Marvin J. Garbis also remain active in teaching and lecturing internationally. This year, the Baltimore and Greenbelt courthouses carried on a tradition of hosting judges, attorneys, administrators, and students from foreign countries. The district's international outreach efforts over the past few years have included hosting guests from Argentina, Australia, Brazil, Bolivia, Chile, China, Columbia, Costa Rica, the Dominican Republic, the Eastern Caribbean, Ecuador, Egypt, El Salvador, Guatemala, Honduras, Israel, Italy, Japan, Jordan, Kazakhstan, Korea, Kyrgyzstan, Lebanon, Malaysia, Moldova, Nicaragua, Nigeria, Pakistan, Paraguay, Peru, the Philippines, Russia, Turkey, Ukraine, Uruguay, and Venezuela. Judges in this district have also traveled to Argentina, China, Estonia, Iraq, Portugal, Russia, Turkey, and Ukraine for judicial education programs.

The District Court Clerk's Office continues to arrange for federal agencies to use

courtrooms for executive branch hearings. These agencies include the United States Department of Labor, the National Transportation Safety Board, the United States Tax Court, and the United States Merit Systems Protection Board. This year, the district also hosted several Federal Bar Association programs, the United States Attorney's Office awards ceremony, and several CJA panel training sessions.

On November 22, 2013, Magistrate Judge Stephanie A. Gallagher hosted the annual Open Doors program in Baltimore. The program, which was organized and hosted by Magistrate Judge Susan K. Gauvey for over a decade, involves students from various local high schools, and includes mock trials, discussions with unit executives and judges, and lunch with members of the district court bench.

On December 11, 2013, the United States Marshals Service, working with the Baltimore City police and the MTA police, conducted an hour-long presentation on personal security for court staff. The meeting was video-conferenced between the ceremonial courtrooms in both courthouses.

In December 2013, holiday open houses and staff holiday luncheons were held in the Baltimore and Greenbelt courthouses to thank staff members of all court units and members of the bar for their commitment and dedication to the court throughout the year. Also in December, 2013, the Human Resources department of the Clerk's Office coordinated and processed all of the paperwork for the 2013 Combined Federal Charities campaign (CFC) which provides staff the opportunity to donate to their favorite charities through payroll deduction. To help support the Combined Federal Charities Campaign even further, the HR department held a sports memorabilia silent auction, with all proceeds going to a local area hospice.

On February 7, the Maryland Chapter of the Federal Bar Association presented *Full Truth*, a one act play honoring the life and career of Justice Thurgood Marshall in the ceremonial courtroom in Baltimore. The court also hosted the joint dinner meeting of the J. Franklyn Bourne Bar Association and the Prince George's County Bar Association in Greenbelt on February 11.

On February 21, 2014, The Honorable Beth P. Gesner presided over a special naturalization ceremony in the Baltimore courthouse. The fourth grade class of Severn School participated. The students researched the countries represented and their own heritage and delivered speeches on the importance of the day.

On March 21, 2014, the Federal Bar Association hosted a luncheon in honor of the transition to senior status of District Judges Roger W. Titus and Alexander Williams, Jr, the appointment of Judge Nancy J. Alquist as Chief Judge of the Bankruptcy Court, the appointment of Judge William Connelly as Chief Magistrate Judge, and the recent appointments of District Judge Paul W. Grimm and Magistrate Judge Timothy J. Sullivan to the bench.

April was a busy month for educational bench-bar programs. On April 4, 2014, the Maryland Chapter of the Federal Bar Association hosted the Introduction to Federal Practice program. The afternoon program was held in the Greenbelt courthouse and ended with the judges sitting *en banc* to admit the newest members of the federal bar, with a reception that

followed. On April 11, 2014, Chief Judge Deborah K. Chasanow and Judge Catherine C. Blake joined Chief Judge Mary Ellen Barbera of the Maryland Court of Appeals at an FBA sponsored program on Women in the Law. The program was held at the Lord Baltimore Hotel in Baltimore.

On April 25, 2014, the eighth biennial Bench-Bar Conference was held at the Greenbelt courthouse. The program was rescheduled from the fall due to the sequestration of the federal government and the subsequent shutdown of government services in October 2013. The guest speaker was Stephen S. Dunham, Vice President and General Counsel of Penn State University.

On June 30, 2014, the Maryland Chapter of the Federal Bar Association presented the Peter A. DiRito award to Felicia C. Cannon, Clerk of Court. This award, named for a distinguished past president of the Maryland Chapter of the FBA, is presented annually to honor outstanding and dedicated service to the court and the local bar.

On July 16, 2014, the District Court judges traveled to Washington, D.C. to have lunch with Maryland's congressional delegation. This luncheon has become an annual event, providing the judges with the opportunity to discuss pressing matters in the judiciary with local members of Congress.

In August, 2014, Tina Stavrou, our Human Resources Manager, coordinated a "Take Your Child to Work Day" program where approximately a dozen middle and high school students participated in a full day program which included a presentation from the United States Marshals Service, discussions with judges and participation in a variety of courtroom proceedings. The students and their sponsors gained a plethora of knowledge about the inner workings of the judicial system.

To commemorate the Bicentennial of the 1814 British invasion of Washington and the Battle of Baltimore, the Maryland Chapter of the Federal Bar Association presented the reenactment of "The Treason Trial of John Hodges", on September 11, 2014 in the Baltimore courthouse. A reception in the lobby followed the program.

On September 26, 2014, the court held a Naturalization Ceremony at Fort McHenry National Monument and Historic Shrine to further commemorate the Bicentennial of the Battle of Baltimore and the writing of the *Star Spangled Banner* by Francis Scott Key in September of 1814 and the 200th anniversary of Fort McHenry. District Judge Richard D. Bennett and Magistrate Judge Beth P. Gesner presided over this special event. The fifth grade class of Severn School participated by performing the National Anthem and other patriotic songs, and 40 applicants from 23 countries were naturalized as new citizens.

During fiscal year 2014, the district continued its commitment to providing its law clerks with the tools they need to assist judges, to fostering close relationships between the bench and its clerks, and to showing its appreciation for the vital services the clerks provide. On June 12, 2014, the bench, joined by Fourth Circuit Judge Paul V. Niemeyer, sat *en banc* for the annual Law Clerk Admission Ceremony. The outgoing law clerks of Fourth Circuit, district, magistrate, and bankruptcy judges based in Baltimore and Greenbelt participated in the ceremony at the southern division courthouse. Many of their family members were on hand to witness their admission to the bars of the District of Maryland and the United States Court of Appeals for the Fourth Circuit and to celebrate at the reception that followed. On June 19, Magistrate Judge Timothy J. Sullivan and Bankruptcy Judge Robert A. Gordon hosted a brown bag lunch in the Baltimore Courthouse for summer interns and law clerks. This program was repeated on July 10, with District Judges Catherine C. Blake and J. Frederick Motz serving as hosts, on July 17 in our Greenbelt courthouse with District Judge Paul W. Grimm serving as host, and back in Baltimore again on July 31 with District Judges Richard D. Bennett and Ellen Lipton Hollander hosting. Another annual event for judges, law clerks, and interns is the court's summer softball game, which was held this year at Centennial Park in Columbia on a balmy evening in July.

A new law clerk year began on September 24 with the annual Hargrove Breakfast for incoming law clerks. The breakfast is a tradition and is hosted by the bench in memory of District Judge John R. Hargrove, Sr. who worked tirelessly to support the collegiality of the bench and the enrichment of the lives of law clerks who served this court. The breakfast was followed by an educational program on discovery conducted by District Judge Paul W. Grimm and a presentation from various unit executives and the Clerk's Office.

The fiscal year ended with the continuation of the Fourth Circuit's designation of visiting Judge Mark A. Barnett. Judge Barnett, a judge on the Court of International Trade, was designated to sit on the District bench in Maryland for six months in August 2013, while his caseload on the Court of International Trade was established. Judge Barnett has been designated for an additional six months and continues to sit in the Greenbelt courthouse, managing a docket of commercial-related civil cases.

DISTRICT COURT

General Case Statistics

During the fiscal year ending September 30, 2014, 4,144 civil cases were filed as compared to 3,787 civil case filings in Fiscal Year 2013. Our criminal filings remained fairly consistent, with 522 filings (involving 778 defendants) at the end of September 2014, compared to 552 criminal cases (involving 831 defendants) filed in Fiscal Year 2013. Our judges also closed 3,680 civil and 561 criminal cases during this fiscal year. As of September 30, 2014, our district weighted case filing per judgeship was 533 as compared to 493 at the end of September 2013.

Multidistrict Litigation

The following six multidistrict litigation (MDL) cases are assigned to judges of the District of Maryland:

- (1) In re KBR, Inc., Burn Pit Litigation was certified and transferred to the District of Maryland on October 19, 2009. This MDL is assigned to Judge Roger W. Titus and currently has one pending case.
- (2) In re Municipal Mortgage & Equity, LLC, Securities and Derivative Litigation was certified and transferred to the district on August 14, 2008. It is assigned to Judge Marvin J. Garbis and currently has 12 pending cases.
- (3) In re Webvention LLC ('294) Patent Litigation was certified and transferred to the District of Maryland on December 15, 2011. This MDL is assigned to Judge Catherine C. Blake and currently has two pending cases.
- (4) GNC Corp. TriFlex Products Marketing and Sales Practices Litigation (No. II) were certified and transferred to the District of Maryland on January 2, 2014. This MDL is assigned to Judge J. Frederick Motz and currently has one pending case.
- (5) Nutramax Cosamine Marketing and Sales Practices Litigation was certified and transferred to the District of Maryland on January 13, 2014. This MDL is assigned to Judge J. Frederick Motz and currently has four pending cases.
- (6) Natrol, Inc., Glucosamine/Chondroitin Marketing and Sales Practices Litigation was certified and transferred to the District of Maryland on June 10, 2014. This MDL is assigned to Judge J. Frederick Motz and currently has four pending cases.

Civil Reform Act (“CJRA”)

The District Court bench, which consistently performs well in managing its pending caseload, reported five motions pending for six months or longer on the March 31, 2014, report and two pending motions on the September 30, 2014, report. The bench also reported its cases pending three years or more as 36 on the March 31, 2014, report and 45 on the September 30, 2014, report.

Death Penalty Litigation

(1) Miles v. Wainwright (CCB-07-2135)

Judge Catherine C. Blake

Counsel: Robert Biddle

On September 20, 2001, the Court of Appeals of Maryland affirmed the death sentence underlying this petition pursuant to 28 U.S.C. § 2254. Petitioner’s counsel filed a second motion to reopen the case in the Circuit Court for Queen Anne’s County, Maryland, which was denied, as was an application for leave to appeal, leaving no unexhausted claims pending in the state courts. A related appeal has been argued before the Court of Appeals of Maryland regarding the constitutionality of a provision of the state’s death penalty statute, but the court has yet to rule. The Court of Appeals ordered further briefing in light of recent legislation repealing the statutory authority for the Maryland Division of Corrections to carry out executions. Counsel filed an amended § 2254 petition on October 7.

(2) United States v. Lighty (PJM-03-0457)

Judge Peter J. Messitte

Counsel: Seth Rosenthal and Julie Brain

On May 16, 2011, counsel was appointed to represent the petitioner in this case. Seth Rosenthal of Venable LLP and Julie Brain of the Delaware Federal Defender’s Office entered their appearance. Subsequent to her entry of appearance, Ms. Brain left the employ of the Delaware Federal Defender’s Office, but she continues to represent the petitioner pursuant to the Criminal Justice Act. An ex parte budget hearing was held and a preliminary budget was approved. On October 16, 2012, a motion to vacate under 28 U.S.C. § 2255 was filed by the petitioner’s counsel. Argument on the *Batson/J.E.B.* claims was heard on September 23, 2013 and May 14, 2014, and a ruling was deferred pending further briefing.

(3) United States v. Ortiz-Orellana (RWT-13-0496)

United States v Moreno-Aguilar (RWT-13-0496)

Judge Roger W. Titus

Counsel: William Purpura and Teresa Whalen

Counsel have been appointed. Notice of intent to seek the death penalty has not yet been filed by the Department of Justice.

Patent Pilot Project

The District Court continued its third year of participation in a ten-year national pilot program for studying patent cases. In fiscal year 2014, 26 new patent cases were filed in the district, fourteen of which (or approximately 69%) were either initially assigned or randomly reassigned to one of our three patent pilot judges: Judge Marvin J. Garbis, Judge William D. Quarles, Jr., and Judge Roger W. Titus. Additionally, one multi-district litigation patent case, *In re Webvention LLC Patent Litigation*, which consolidates actions initiated in the Eastern District of Texas and the District of Delaware, remains pending before Judge Catherine C. Blake. The following chart shows the District Court's patent case statistics for the year ending on September 30, 2014, as well as the statistics for the two prior fiscal years.

	2012*	2013	2014
Patent Cases (NOS: 830)	26	17	26
Patent Cases Assigned or Reassigned to Patent Judges	14	14	18
Percent of Patent Cases with Patent Judges	54%	82%	69%

**Excluding multidistrict litigation assignments.*

Magistrate Judge Statistics

While the district's magistrate judges primarily sit in the Baltimore and Greenbelt courthouses, they also hold hearings at off-site locations, including the Aberdeen Proving Grounds, Andrews Air Force Base, the Naval Academy, Fort Ritchie/Fort Detrick, Fort Meade, the Patuxent River Naval Air Station, and at the M.R. Toulson Federal Building and Courthouse in Salisbury. Magistrate judges also hear cases on the United States Park Police docket and dockets covering the National Institutes of Health and five other federal facilities. Combined, these dockets constitute the largest volume of traffic and parking violations in the country, as well as the largest miscellaneous and Class A misdemeanor dockets in the federal judiciary.

Various federal arresting agencies issued 17,816 new misdemeanor and petty offense citations in fiscal year 2014. The magistrate judges presided over 5,167 mandatory appearances, and 12, 649 collateral appearances. Dispositions were reached as to 22,053 citations. Of the fines issued by magistrate judges, \$2,125,535.85 has been collected.

The work of the court's magistrate judges also includes presiding over preliminary proceedings in felony criminal cases. During fiscal year 2014, magistrate judges held 1,035 initial appearances (compared to 1,023 in fiscal year 2013), 493 detention hearings, and 816 arraignments. The magistrate judges also regularly reviewed proposed criminal complaints, arrest warrants, search warrants, pen registers, and applications for other investigative materials. The magistrate judges saw a decrease in search and seizure warrants – 1,774, as compared to 1,803 in fiscal year 2013 – and arrest warrants – 1,263, as compared to 1,409 the previous fiscal year.

**United States Magistrate Judge Statistics
Preliminary Felony Matters FY 2014**

	Initial Appearances	Detention Hearings	Arraignments	Arrest Warrants	Search & Seizure Warrants	Criminal Complaint
Northern Division	717	339	436	696	1080	101
Southern Division	318	154	380	567	694	143
TOTAL	1035	493	816	1263	1774	244

The magistrate judges play an integral role in management of the civil docket of the District Court. With the consent of the parties, the magistrate judges may conduct all proceedings, including jury trials in all types of civil cases. During the past year, consents were filed in 429 cases (228 of which were Social Security Administration appeals). Magistrate judges also handled 79 referrals for discovery motions, 77 referrals for post-judgment matters, and 698 referrals for other reasons (primarily settlement conferences).

One of the primary responsibilities of magistrate judges is holding settlement conferences. This fiscal year, the district’s magistrate judges conducted 656 conferences. This program has been very successful because the magistrate judges devote the time necessary to master the record and explore settlement in depth with the parties and counsel. The court frequently receives letters from counsel expressing gratitude for the assistance of magistrate judges in resolving seemingly intractable cases.

Clerk’s Office

In fiscal year 2014, the District Court Clerk’s Office was allotted 114.7 positions, including court reporters and pro se staff attorneys. Due to our conservative nature this year and in past years, the clerk’s office increased staffing slightly this year to 83 positions. After very low staffing numbers in previous years, this year’s budget allowed the Clerk’s office to fill additional vacancies, necessary to decrease staggering workloads and reduce stress levels for onboard staff that have borne the brunt of increased job responsibilities over the past three fiscal years. The office also utilized three paid student interns for short periods of time this year to provide assistance in legal and specialized areas. Although the Clerk’s Office was able to fill more vacancies than in the past three fiscal years, the office adjusted job responsibilities and examined work flow prior to making any new hiring decisions.

Fiscal year 2014 brought many staffing changes to the District Court. Three employees with a total of 100 years of government service chose to retire this fiscal year: Gloria Williams, Judicial Assistant to U.S. District Judge Alexander Williams, retired on January 10, 2014; Belinda Arrington, Courtroom Deputy Clerk, retired on April 2, 2014; and Agnes Finney, Case

Administrator, retired on June 30, 2014. Each retiree was honored and acknowledged by certificates from U.S. Senators Cardin and Mikulski and the Administrative Office during individual ceremonies attended by courthouse staff.

The District Court experienced eleven additional departures during FY 2014. Emily Brutout, Jenifer Flynn, Jonathan Hartsock, Bryan Hughes, Valerie Jones, Angela Lockhart, Megan Price, Joseph Rogan, Nora Sullivan and Katie York all left the court to pursue opportunities outside of the federal government. Christina Martin transferred to the U.S. District Court for the District of Columbia.

Fiscal Year 2014, also brought about some additions and position changes. Two new District Judges, the Honorable Theodore D. Chuang and the Honorable George Jarrod Hazel, were appointed. The Honorable J. Mark Coulson was appointed as a U.S. Magistrate Judge to fill the vacancy created by U.S. Magistrate Judge Gauvey's retirement. Ashley Migliore transferred from Case Administration in the Clerk's Office into the chambers of Judge Hazel as a Judicial Assistant and Deborah Wengert came onboard as the Judicial Assistant to Judge Coulson.

Additionally, the District Court hired Justin Byrd, Joi Francis and Brian Ulander, Intake/Receptionist Clerks; David Ciambuschini, Legal Advisor; Cindy Davis, Official Court Reporter, Michael Garces, Court Technology Specialist; Jakiba Herndon, Courtroom Deputy Clerk; Chelsea Attanasio, Case Administrator; Mary Patterson, Clerical Assistant to the Honorable George L. Russell; and Lisa Qi, Clerical Assistant to the Honorable Paul W. Grimm. Jessica Byle was promoted from Financial Technician to Procurement and Budget Analyst, Andrew Dziopa was promoted from Case Administrator to Courtroom Deputy Clerk and Amanda Otto was promoted from Case Administrator to Case Administration Supervisor.

The human resources department is also responsible for the entrance and exit of all term law clerks for the District Court, as well as the law clerks for the Fourth Circuit based in the northern division courthouse. In fiscal year 2014, human resources staff prepared exit paperwork and conducted individual exit interviews for 22 law clerks leaving the court. During the same time frame, entrance paperwork, form processing, orientations, and individual meetings were prepared and conducted for 28 incoming District Court law clerks and 10 Fourth Circuit clerks.

Finance

During fiscal year 2014, the court receipted 12,511 financial transactions for funds totaling \$29,176,744.69 on behalf of the district and disbursed 11,932 checks totaling \$25,106,756.36. The Clerk's Office managed deposit funds of \$6,262,143.94 and registry funds with a balance, as of September 30, 2014, of \$7,516,342.37. The District Court also maintains a non-appropriated attorney admissions fund. The balance on this account at the end of September 2014 was \$508,944.90.

The Finance department went live on TRANServe in FY 2014. Transit commuters now receive debit cards that automatically replenish each month.

Information Technology

During fiscal year 2014, the District of Maryland continued to improve the technology in the courtrooms, focusing primarily on the Greenbelt courthouse due to the future implementation of courtroom sharing. The previous contracted digital upgrades were installed in the 5th floor Baltimore courtrooms. A full technology upgrade was completed in Greenbelt for courtroom 2C. The final digital conversion was contracted for Greenbelt courtroom 4A, as well as the designs for infrastructure and equipment for two of the three non-tech Greenbelt courtrooms. The district court's new courtroom technology specialist upgraded the portable cart and mounted jury box monitors in the Greenbelt non-tech Ceremonial courtroom. He also upgraded courtroom equipment in the Salisbury courthouse providing for greater stability for the aging system as well as providing the ability for better remote access support.

The theme for national applications this fiscal year was centralization. The Lotus Notes server for the district was centralized in the spring of 2014. CM/ECF servers, which also host JMS, were moved to AO centralization the summer of 2014. A new jury wheel was loaded this fiscal year and JMS/eJuror was upgraded to the current released version. The centralization of the mdd.uscourts.gov internet server was finalized. The outdated AO-hosted COOP server was retired and a new coop.mdd.uscourts.gov server was brought online.

Local programming continued to focus on developing ways to streamline work and assist staff. Improvements to the attorney admissions and attorney renewal process continued, including the addition of automatic generation of CM/ECF accounts from data within the attorney admissions application. The local court calendar program was redesigned to incorporate courtroom sharing by providing new views and removing courtroom defaults for judges. In addition to development, our programmer/system analyst completed the migration of MS SQL and IIS servers, which included hardware, operating system, development platform and application upgrades. The CM/ECF administrator implemented the Jedi program, which allows CM/ECF documents to be transferred and loaded into the PACTS system.

The District Court IT helpdesk, in addition to providing day-to-day support, completed the cyclical replacement of computers, scanners and COOP laptops. They finalized the Windows 7 migration, retiring all Windows XP machines. To streamline license costs and provide enhanced security, the public juror machines were converted to Linux allowing secure web browsing. The team provided support for multiple investitures, ceremonies and FBA events.

Interpreters

Interpreter Usage Statistics FY 2014

Language	Events	Cost
Arabic	39	\$14,428
Bengali	1	\$253
Bosnian	2	\$968
Bulgarian	1	\$762
Burmese	1	\$505
CART	1	\$637
French	9	\$3,212
German	1	\$248
Hindi	2	\$688
Korean	7	\$3,105
Lao	1	\$496
Mam	1	\$485
Mandarin	2	\$550
Polish	1	\$471
Portuguese	2	\$1,014
Russian	7	\$2,690
Sign (American)	8	\$3,820
Spanish	349	\$77,420
Tamil	1	\$536
Twi	3	\$1,462
Urdu	4	\$1,957
Vietnamese	1	\$426
Total	456	\$120,741.00

In fiscal year 2013, the District of Maryland began using the Telephonic Interpreting Program, a nationally-supported program that allows telephonic interpretation for defendants of in-court proceedings. The district used the program on twelve occasions in fiscal year 2014 for an estimated cost savings of \$7,421. Court proceedings were translated in Spanish and Mam.

Jury Services and Naturalizations

Jury Services

New Master Jury Wheel

A new Master Jury Wheel was created. The process began in January, 2014, with Jury staff printing and mailing approximately 45,000 juror qualification questionnaires. With collaborative efforts of staff opening and sorting the returns, the qualified wheel was created for the start of the new two year term which began on July 1, 2014.

Petit Jury

Trial jurors for our district are summoned to serve for a one month or one trial term of service. 12,236 jurors were summoned for jury service in fiscal year 2014. A total of 2,578 trial jurors reported to the court for participation in 62 jury trials. 34 jury trials were held in criminal cases, and 28 were held in civil cases. Below is a comparison of the last three years.

FY 2012	FY 2013	FY 2014
3,880 trial jurors reported 87 jury trials (51cr/36cv) 11,584 jurors summoned	4,113 trial jurors reported 94 jury trials (56cr/38cv) 13,665 jurors summoned	2,578 jurors reported 62 jury trials (34cr/28cv) 12,236 jurors summoned

Grand Jury

The District of Maryland has five active grand juries; two convening in Greenbelt and three sitting in Baltimore. A total of 3,789 grand jurors spent 989 hours in session, convening 181 times during the fiscal year. Below is a comparison of the last three years.

FY 2012	FY 2013	FY 2014
4,213 grand jurors convened on 203 days , spending 1,119 hours in session	3,794 grand jurors convened on 195 days , spending 1,051 hours in session	3,789 grand jurors convened on 181 days, spending 989 hours in session

Four new Grand Juries were selected, two in each division. Four appreciation luncheons were hosted by the court's Jury Committee for the departing grand juries. The luncheons provided a platform for grand jurors to express their comments about the experience of serving on the grand jury.

Naturalizations

Naturalization ceremonies are held in both Baltimore and Greenbelt courthouses. In Baltimore, the ceremonies are scheduled twice monthly, in Greenbelt once a month. A combined total of 30 ceremonies were held in FY 2014. 931 applicants in Baltimore and 447 in Greenbelt were sworn in as new citizens, making a total of 1,378 for the year. Below is a three year comparison.

FY 2012	FY 2013	FY 2014
1,357 citizens naturalized 32 ceremonies	1,549 citizens naturalized 34 ceremonies	1,378 citizens naturalized 30 ceremonies

In our Greenbelt courthouse, new citizens are welcomed by the Daughters of the American Revolution. D.A.R. volunteers present new citizens with informational packets and American flags and host a reception after each ceremony.

Space & Facilities

A number of projects were completed at the Baltimore and Greenbelt courthouses during fiscal year 2014. Baltimore projects began with the Clerk's Office build out of four additional offices for new and relocated staff. We constructed a dedicated mail room with properly sealed doors and an emergency HVAC shut off switch in the event we receive and open any hazardous mail. An RWA to renovate the aging administrative kitchenette was submitted to GSA. After a complete infrastructure and digital audio/video upgrade of courtroom 1A (which was installed in FY 13), we were also able to replace the fabric wrapped sound board in courtroom 1A. Also funded were four district judge courtrooms to receive digital video upgrades. There were two magistrate judge chamber renovation projects funded this year as well. Additionally both Baltimore and Greenbelt grand jury suites had infrastructure and AV projects funded this year.

The Greenbelt courthouse had three courtroom projects funded this year. Courtroom 3A and 3B will receive complete infrastructure and digital AV upgrades, and courtroom 4A will be receiving a digital video upgrade. An RWA was also submitted to have a new judges elevator installed in an existing empty elevator shaft. This additional elevator will allow the judges continued elevator access even if one elevator is removed from service due to mechanical issues.

For nearly 20 years, the Greenbelt courthouse has been overcrowded. In 1996, court officials requested an expansion, and Congress eventually authorized \$10 million to design a large annex building in fiscal year 2009. Once the design process began, however, it quickly became clear that courtroom sharing and the federal government's dire budget outlook would keep this annex from being built for years, if at all. The Court, on its own initiative and working with GSA, was successful in converting the design funds into funding a design-build project in 2011. Chief Judge Chasanow asked for the proposed \$118 million annex to be removed from the Judiciary's long-range construction plan, and the plans to build-out chambers space and a large volume traffic ("CVB") docket courtroom, with all of the several related offices moves required, began. Phase 1 of this five phase construction project was recently completed, and the Administrative Office of the Courts is applauding the innovative design of a suite of five judges' chambers built in a space that would have only housed three traditional district judge chambers. These five chambers share conference rooms, a library, kitchen areas, copier rooms, and file space. The court is now working on the design for Phase 2 through 5. All five phases of this project are being built for about one-tenth of the projected cost of the original annex project.

Training

Although training requiring travel has been limited, the human resources staff has taken every opportunity available to attend Webex programs and or participate in programs via telephone and video. Human Resources staff has participated in programs on benefits, work measurement, ePerformance, retirement, and the Learning Center, as well as various courses on the JOU regarding HR matters.

Tina Stavrou, HR Administrator, was selected to become a member of the HRSAG committee for a two-year term. This committee is comprised of employees from various

departments of the Administrative Office and one representative per circuit. HRSAG circuit representatives solicit questions, problems and/or concerns from their circuit and present them to the committee for discussion. The goal of this committee is to identify issues and concerns as it pertains to systems and processes and then work with the Administrative Office to find ways to correct these issues.

Bankruptcy Court

The number of new bankruptcy filings for fiscal year 2014 exceeded 20,000 for the fifth year in a row with a total of 21,011 new petitions filed in the district. Nevertheless, the Bankruptcy Court experienced an overall decrease of 9.4% in the number of total filings compared to fiscal year 2013. Chapter 7 filings decreased by 14.1% and Chapter 11 filings decreased by 26%. However, Chapter 13 filings increased by 7.3%, likely reflecting the lingering effects of the foreclosure crises in the district.

In addition to administering a large number of new filings annually, the district's bankruptcy judges and staff must now spend a significant amount of time administering an ever-growing number of *pro se* cases, which often require as much or more attention and time as certain complex Chapter 11 cases. The overall rate of *pro se* filings in the district has risen sharply in a short period of time from 11.1% in 2011, to 13.3% in 2012, and to 16.4% in 2013. At the end of fiscal year 2014, 19.2% of all new filings were *pro se*.

The Bankruptcy Court continues to enjoy a collegial relationship with the District Court. The Bankruptcy Court collaborates with the District Court on matters of mutual interest through a number of committees that meet regularly throughout the year (e.g., Budget, Attorney Admission Fund, Bankruptcy Bar Association/U.S. District Court Liaison, Disciplinary & Admissions, IT, Security and Related Facilities). Moreover, the Bankruptcy and District Courts have entered into several memoranda of understanding that provide for the sharing of significant IT services, including network services and server rooms. These sharing agreements have fostered a successful IT partnership that has reduced complexities and improved overall network and server reliability for both court units.

In the fall of 2014, the Judicial Conference of the United States conducted its biennial judgeship study. In response, the Bankruptcy Court, with the concurrence of the District Court, requested that the district's three temporary judgeships be converted to permanent judgeships. This request was supported by a number of factors including the weighted case load per judgeship, the nature and mix of the district's filings, in particular its extreme and growing high percentage of *pro se* filings, and recent historically high case filings.

Throughout fiscal year 2014, the judges of the court as well as the Clerk attended events sponsored by the Bankruptcy Bar Association for the District of Maryland (BBA). The judges and the Clerk attended the association's annual Spring Break continuing legal education seminar held in May. In September, Chief Bankruptcy Judge Alquist and the Clerk addressed the BBA's Baltimore chapter about the state of the court. Judge Lipp, Judge Catliota, and the Clerk made a similar presentation in September to the association's Greenbelt chapter.

In addition, Chief Judge Alquist participated in several international educational programs in fiscal year 2014. On May 5 and 6, 2014, she, along with her counterpart host judges, presented a Workshop on Adjudication of Bankruptcy Cases in Pristina, Kosovo.

On September 10, 2014, Chief Judge Alquist hosted the International Association of Insolvency Regulators (IAIR) in the Greenbelt Division. This organization, in partnership with the World Bank, holds an annual conference to provide essential information and updates for regulatory bodies around the world. This joint event was made possible with the assistance of the U.S. Marshals Service, the Executive and Regional Offices of the U.S. Trustee, and the BBA. The participants consisted of 53 regulators from various countries. The court's presentation provided the participants with an overview of how the court uses technology in its daily workflow and, in particular, how documents are processed electronically through the court's CM/ECF database. Bankruptcy court staff, a bankruptcy bar member, and the U.S. Trustee also participated in a mock trial presentation for the IAIR delegation.

In March 2014, the Bankruptcy Court recognized the hard work and dedication of its staff members at its Annual Employee Recognition Ceremony held at Fort Meade. At the event, employees were presented with various awards, including length of service, team of the year, and employee of the year.

In April 2014, a joint committee from the BBA and the Consumer Bankruptcy Section of the Maryland State Bar Association submitted a comprehensive set of proposed revisions to the bankruptcy court's local rules. Since receiving the proposed revisions, the bench has convened a number of special meetings and engaged in a comprehensive review of the proposed changes and every local rule. At the time of the preparation of this report, the bench was preparing to provide its response to the bar associations' proposed changes.

The court held its third annual Community Service Day on May 2, 2014. Twenty-five staff members volunteered at three charities: the Maryland Food Bank, the Ronald McDonald House in Baltimore, and the Maryland Council for Special Equestrians. In July 2014, the court received the Outstanding Public Service Award at the National Conference for Bankruptcy Clerks for its continuing efforts in organizing and implementing this annual public service event.

On May 8 and 15, 2014, the Bankruptcy Court hosted a Best Practices Seminar in each division to assist attorneys, paralegals, and legal assistants in utilizing CM/ECF for better management and efficiency. This seminar, sponsored by the Attorney Admission Fund, was made possible through the collaboration of members of the bankruptcy court staff, BBA, U.S. Trustee's Office, chapter 7 panel trustees, and office of the chapter 13 trustee. Nearly 100 participants attended the seminars. A panel of expert case administrators presented live demonstrations on filing techniques to avoid deficiency notices when filing bankruptcy cases. The Assistant U.S. Trustee, along with chapter 7 and chapter 13 trustees, educated practitioners on best practices for getting cases to the fully administered or confirmation stage and how to avoid dismissal actions. A workshop on ways to make attorneys' use of CM/ECF better was well received. The feedback from the seminars was overwhelmingly positive. Attorneys and their staff appreciated the opportunity to pose questions, make suggestions for improvement, and provide feedback on future training needs.

On May 15 and 16, 2014, the Clerk and Systems Manager attended a Court Affiliates Conference at the Center for Legal & Court Technology at the William & Mary Law School, Williamsburg, VA. This conference focused on court IT issues such as the state of video conferencing in courtrooms, laptops in the courtroom, and how to encourage and facilitate the use of electronic evidence in the courtroom.

In August and September, two of the court's Case Administrators participated in the testing of CM/ECF's Bankruptcy NextGen Release 1.1 RC2. This testing took place at the Testing Services Division of the Systems Deployment and Support Office in Phoenix, Arizona. The developers of NextGen report that this type of testing by court subject matter experts is invaluable to their efforts.

On September 9, 2014, the Clerk and Chief Deputy Clerk participated in a tabletop Continuity of Operations Plan (COOP) exercise hosted by the U.S. Attorney's Office. The District Court, U.S. Marshals Service, FBI, and local and state law enforcement agencies also participated in the exercise to test and refine COOP procedures and agency coordination that would be necessary during an actual COOP event. Also in September, the Clerk and Chief Deputy attended Internal Control Evaluation training sponsored by the Administrative Office in San Antonio, Texas and the clerk's office was subject to a routine Change of Clerk Financial Audit by the Administrative Office.

Throughout the year, the court's Strategic Training Committee provided staff members with a number of opportunities to enhance professional development. For example, the committee offered training on Memory Skills to Enhance Productivity, Personality Temperament Instrument, Making Yourself Indispensable at Work, and cardiopulmonary resuscitation. The committee also prepared and distributed customer service tips to all employees. In September, the Intake Staff in Baltimore traveled to Philadelphia for a one day seminar sponsored by LaSalle University entitled Disney's Approach to Quality Service. The Strategic Training Committee continues to provide information to all staff regarding heritage celebrations and holidays such as Black History Month and Veterans' Day throughout the year.

In addition, staff members were able to avail themselves of the training and professional development opportunities at the National Conference of Bankruptcy Clerks' annual conference held in St. Louis from July 15 through July 18, 2014. In May, the Assistant Division Managers enrolled in the Federal Judicial Center's (FJC) New Supervisors Development workshop, which they successfully completed in November. Finally, the Baltimore Division Manager completed the FJC's Train the Trainer workshop in March and was certified as an FJC Trainer for Personality Temperament Instrument (PTI) training after completing PTI Facilitator training in August in Scottsdale, AZ. In September, the Baltimore Division Manager co-facilitated PTI training for the US Probation Office for the Eastern District of PA in Philadelphia on behalf of the FJC.

A member of the Clerk's Office IT staff continued a work share agreement (TDY) with the Administrative Office assisting with programming and analysis for the Next Generation of CM/ECF. The programmer was assigned to the AO for 50% of his time at the end of calendar year 2013, and thereafter asked to increase his time commitment to the AO to 75% beginning in

January 2014. Evidencing his continued value to the AO on this project, the programmer was asked to renew the TDY for calendar year 2015.

The court replaced its courtroom recording systems with For The Record (FTR), which is also used by the District Court. Although the Bankruptcy Court looked at alternative solutions, a decision was made in 2013 to reduce the number of different applications utilized by the Bankruptcy and District Courts. In conjunction with the recording system updates, the Bankruptcy Court also developed a plan to update the hardware (e.g., microphones, wiring, controllers, speakers, etc.) for all of its courtroom sound systems. By the end of fiscal year 2014, one Baltimore Bankruptcy courtroom was upgraded, plans were in place to upgrade the remaining three Baltimore courtrooms, and funds were set aside and earmarked to complete the upgrades to all three bankruptcy courtrooms in Greenbelt in fiscal year 2015.

Working in collaboration with the District Court, sound system components from various Baltimore courtrooms were used to update the sound system in the shared courtroom in Salisbury. This upgrade was achieved with no cost to either court unit and this effort was an excellent example of using shared resources to achieve a common goal.

The Bankruptcy Court also completed its efforts to eliminate Windows XP and standard PCs by switching to thin clients and virtual desktops. This plan proved very successful and now all staff, other than those at Intake and in the courtroom, have been converted to virtual desktops. This conversion enhanced reliability and consistency for staff and greatly reduced the number of PC-based problems IT staff previously had to remedy on an ongoing basis.

Throughout fiscal year 2014, the Clerk has been working with the General Services Administration (GSA) to reconfigure and build-out existing office space to accommodate the Clerk's administrative offices (e.g., offices for the Clerk, Chief Deputy, Budget Analyst, and Financial Analyst). When completed, the reconfigured existing office space will permit the Clerk to vacate and return to GSA approximately 5,000 square feet of office space and realize a significant rent savings for the court.

Probation and Pretrial Services

Probation and pretrial services functions in the District of Maryland are consolidated under the leadership of William Henry. The office is organized into three departments: (i) the Pretrial Services Department, which has twenty employees; (ii) the Presentence Investigation Department, which has twenty-one employees; and (iii) the Supervision Department, which has sixty-eight employees. Additionally, there are thirty-one employees that directly support the work of the officers in all departments. Over the past fiscal year, the office supervised approximately 3,900 men and women and conducted approximately 1,600 pretrial and presentence investigations.

Pretrial Investigators began using an automated Pretrial interview worksheet and report released by the Administrative Office and referred to as PACTS PSX. Rather than conduct a handwritten interview in the Marshals lock-up, officers are now interviewing defendants using their laptop to enter information into the automated worksheet. This process has eliminated the

duplication of data entry, and some of the fields on the worksheet automatically populate information into the Pretrial Services Report and the Presentence Report. The final report includes the same content as our prior Pretrial Services Report with some minor format differences.

Presentence guideline specialists tested the Presentence Module of PSX. The specialists subsequently trained all presentence investigators in preparation for full implementation of PSX on October 1, 2014. This module streamlines the report writing process, increases the consistency and uniformity of reports, and follows the format recommended by the Administrative Office.

The Supervision Department continued its efforts to assist offenders in obtaining training, as well as meaningful employment. We continued our collaboration with the Maryland Department of Labor and One Stop Career Centers, where offenders received assistance with obtaining identification, GED preparation and testing, resume preparation, and individualized employment plans, job search strategies and techniques, staff assisted job search, and referrals to outside training programs.

Officers participated in ongoing and multiple trainings in house and in the community to further develop and expand their knowledge of substance abuse and mental health issues. Many officers also attended conferences such as the Governor’s Conference on Human Sex Trafficking, the Tuerk Conference (substance abuse and mental health), and the Sentencing Guidelines Conference. Expanded computer monitor training was provided to all Special Offender Specialists and their supervisors. All officers participated in safety training and officers were recertified in defensive driving. Many support staff and officers were trained and certified in CPR.

The office began using a new Administrative Office application called Judiciary Electronic Document Imaging (JEDI). The application runs on the CM/ECF server in the Clerk’s Office and extracts predefined documents daily from CM/ECF, loads them into PACTS, and enters a chronological record. This saves a significant amount of time as staff no longer has to upload each document individually.

ATTORNEY ADMISSIONS

As of October 1, 2014, the District Court Bar had 12,585 active members. The court holds monthly admissions ceremonies in both courthouses and averages 46 new admitted bar members each month. On April 4, 2014, the court held a special admission ceremony as part of the Federal Bar Association’s Introduction to the Bar program in the Baltimore courthouse. The following chart shows the District Court’s admission statistics for the year ending on September 30, 2014, as well as the statistics for the two prior fiscal years.

	2012	2013	2014
New Admissions	549	475	509
Renewed Members	1504	1519	1443
Reactivated and	131	197	177

Reinstatement Members**Admissions Pro Hac Vice**

933

946

1051

Continuing efforts began two years ago to reduce expenses and increase the quality of service available to the bar. The Clerk's Office completed its project to convert all attorney administrative records to electronic format, as well as automated the deactivation of special admission and pro hac vice CM/ECF accounts following the completion of litigation in the district. Additionally, the Clerk's Office revised the training materials and online renewal process based on two years of feedback received from the bar. At the end of the fiscal year, the Clerk's Office was developing an upgrade to the online admission application system that would automatically generate new CM/ECF credentials to attorneys upon their admission to the bar, eliminating the current need for attorneys to register separately for CM/ECF access after admission.

COOP AND EMERGENCY PREPAREDNESS

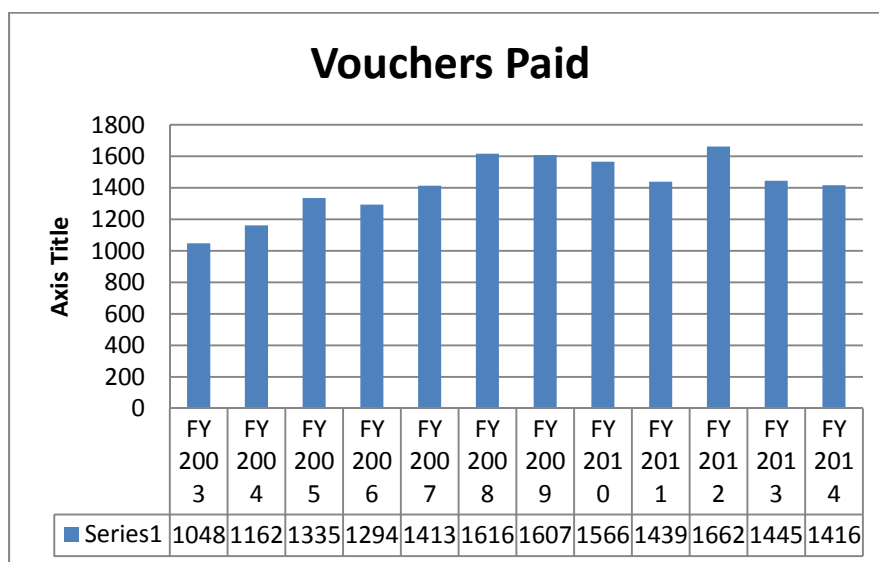
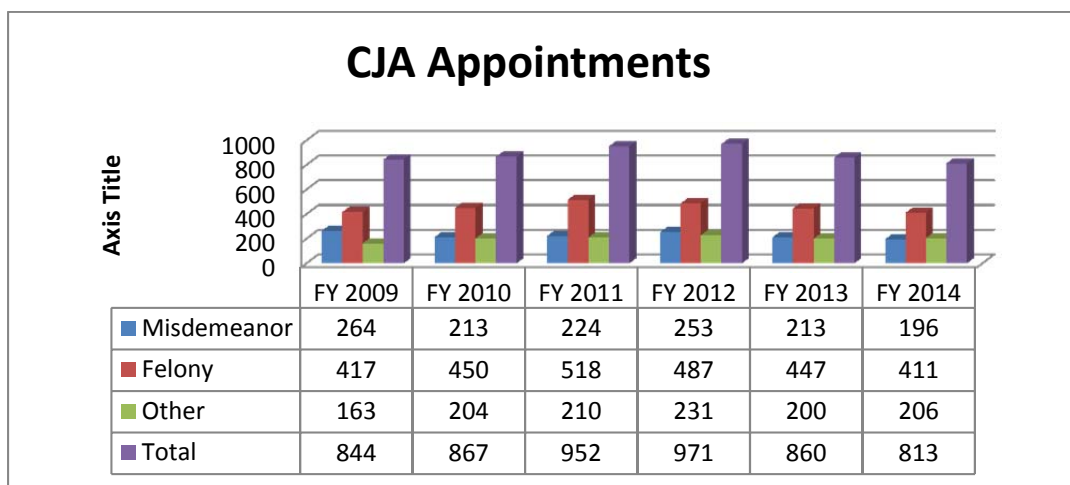
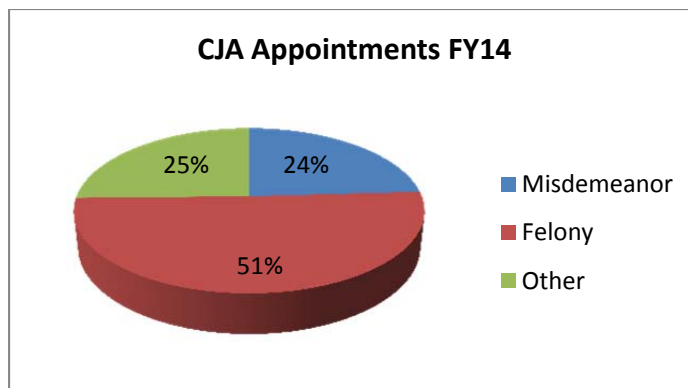
Based on the location of the northern division courthouse in a major downtown area, the District has become more involved in the city and state Emergency Preparedness plans. In the event of an attack which required the dispensing of medicine, the federal building across the street from the Northern Division Courthouse will become a dispensing site and certain identified federal employees will serve as form reviewers and medicine dispensers. In September 2014, Tina Stavrou once again participated in the Closed Point of Dispensing Site Annual Drill, where they reviewed the procedures on how to determine the type of medicine to be given, how to dispense the medicine and how to handle individuals during this type of crisis.

CRIMINAL JUSTICE ACT (CJA) COORDINATING ATTORNEY

Maureen Essex continues to act as a liaison between the Court and the CJA felony and misdemeanor panel attorneys. Ms. Essex works closely with the United States Attorney's Office and Pretrial Services to ensure that attorneys are appointed to represent defendants at the earliest stage of criminal proceedings. Her office coordinates appointments of counsel and maintains conflict lists in multiple defendant cases.

Ms. Essex is assisted by a CJA Specialist, Nicole Bierman. Ms. Bierman carefully audits each voucher for mathematical accuracy and compliance with CJA Guidelines. Her support is invaluable. Once Ms. Bierman does a thorough review of the submitted vouchers, she forwards them to Ms. Essex for a reasonableness review and approval if the voucher is below the case compensation maximum. If the voucher exceeds the case compensation maximum, Ms. Essex prepares a memorandum or letter as appropriate to support the claim for the presiding judicial officer.

In fiscal year 2014, Ms. Essex's office made 813 CJA appointments, representing a small decrease as compared to fiscal year 2013. Capital cases were not a significant cost factor this fiscal year because none of the cases eligible for the death penalty were authorized by the Department of Justice.



Ms. Essex reviews all requests for expert funding. If the amount of funding requested is less than the statutory maximum and the requested funding is appropriate, she approves the request. If the requested funding level exceeds the statutory maximum of \$2,400.00, she reviews the request, makes a recommendation, and then prepares a draft confidential memorandum to Chief Judge Traxler for the presiding judicial officer's review.

Whenever possible, Ms. Essex urges members of the panel to use less expensive experts. Ms. Essex maintains a directory of experts and often attempts to negotiate a reduction in the requested hourly rate.

Ms. Essex attends the Court's CJA Committee meetings. She reviews and makes recommendations on all applications for the felony panel to the CJA Committee. She also prepares the CJA Committee meeting agenda and minutes.

DEBTOR ASSISTANCE PROJECT

The Debtor Assistance Project (DAP), a collaborative project between the court and its partner agencies, continues to provide services to individuals who have filed bankruptcy without an attorney, or are considering filing bankruptcy and plan to be self-represented. The program provides the services and expertise of volunteer bankruptcy attorneys to these debtors or potential debtors and operates in the Baltimore and Greenbelt federal courthouses, as well as on the Eastern Shore in Kent and Talbot Counties. As of the close of fiscal year 2014, the program has provided 3,369 free legal consultations since its 2009 inception. The project would not be successful without the participation of over 200 volunteer attorneys and the many contributions of its partner agencies. Of particular note, in 2014, Maryland Volunteer Lawyers Services began screening DAP telephone calls and scheduling DAP appointments to further assist with this project.

PRO SE STAFF ATTORNEYS

In fiscal year 2014, cases filed by self-represented prisoner litigants accounted for 24.9% of all civil filings in this district. While the percentage of prisoner filings remained roughly the same, the number of cases filed increased 10.25% from the previous year. Cases filed by self-represented non-prisoners comprised an additional 9.9% of the civil docket. For the sixth consecutive fiscal year, cases filed by self-represented prisoner and non-prisoner litigants accounted for one-third or more of all civil filings in the District of Maryland.

Among prisoner cases, civil rights filings lead the way with 498 new cases filed in 2014. Challenges to federal and state convictions continue to be filed at a slightly increased rate. The court continues to see an increase in the number of motions filed in closed criminal cases, particularly motions filed under Fed. R. Civ. P. 60, Fed. R. Crim. P. 35, and 18 U.S.C. § 3582. Often, these motions must be re-characterized as motions to vacate under 28 U.S.C. § 2255. In anticipation of the motions likely to be filed as a result of Amendment 782 to the United States Sentencing Guidelines, staff attorneys assisted Clerk's Office personnel in the early stages of identifying and interpreting these requests. Additionally, the staff attorneys responded to more than 400 federal prisoner requests for copy work, and drafted the bulk of other correspondence generated by inquiries from state prisoners.

Prisoner civil rights filings alleging gang-related violence in state prisons remain high and have received local media attention in the past year as a result of serious breaches in security at the Baltimore City Detention Center. Prison transfer requests due to concerns for personal safety in light of gang violence continue to generate many civil rights challenges. Actions

regarding allegations of assault at the hands of correctional personnel also remain steady, and state prisoners increasingly are challenging the services provided through the prison mental health care system. The state prison health care system remains in flux – a merger of health care providers has occurred, several new law firms are involved in representing various medical providers, and locating former health care providers to obtain service of process on medical defendants has become more time-consuming. Appointment of counsel is needed with greater frequency as it becomes increasingly difficult to resolve these cases on summary judgment. Compared to past years, fewer habeas corpus cases are dismissed in the early stages on procedural grounds. Appointment of counsel has occurred with greater frequency in these cases as well.

PRETRIAL DETENTION

In February 2011, the Maryland Correctional Adjustment Center – the state’s former “Super Max” facility – became solely dedicated to federal pretrial detainees through a new memorandum of understanding between the state and federal authorities. The facility is now known as the Chesapeake Detention Facility. Although not the ideal solution to our lack of a federal pretrial detention facility, the procurement of a secure facility dedicated to federal prisoners was a significant achievement for the district. The court has cooperated with the Marshal’s Service, the Office of the Detention Trustee, and the State of Maryland in setting up the facility. Other contract facilities are utilized by the Marshal’s Service for detention of other prisoners – particularly, those in the southern division – some of which are a six-hour roundtrip drive from the district’s two courthouses. The need for CJA panel attorneys to travel to these outlying facilities significantly increases the cost of representations.

The court remains committed to working with the Marshal’s Service in providing a secure environment for federal prisoners with adequate medical care; an effective and efficient visitation system for counsel and family members; and educational, counseling, and recreational opportunities. Some progress has been made in providing these services – particularly at Chesapeake – but as long as the Marshals Service is forced to rely on contract beds from local detention facilities, it will continue to be difficult to provide consistent standards.

CONCLUSION

The bench wishes to thank Judge Joseph R. Goodwin of the Southern District of West Virginia for his assistance in resolving the case of *United States v. Byrd*, a criminal contempt proceeding, and Judge Frederick P. Stamp, Jr. of the Northern District of West Virginia for his assistance in resolving a civil case, *Matthews v. Sullivan*. The bench also thanks the employees of the District and Bankruptcy Courts, and those of related agencies, for their continued hard work and dedication.