York County Clerk of Courts

Organizational Chart

Don O'Shell

Clerk of Courts

Elected Term 2012-2016

Cindy L. Foor

Chief Deputy Clerk of Courts

Appointed (1)

Wendy Bossard

Asst. Chief Deputy Clerk of Courts

Judicial Services Unit Manager

Appointed (1)

COST AND FINES UNIT

Georgine Nusz

Unit Manager (1)

Deputy Clerk Cashier (3)

Bookkeeper (1)

- Assessment of Costs and Fines
- Bail/Collateral Processing
- Banking and Bookkeeping
- Cashier Services
- Checks and Restitution
- County Fee Assessments
- Deposits
- Escrow Deposits
- Payment Plans and Receipts
- Purchasing and Supplies

Vacant

Collections and Enforcement Unit Supervisor (1)

Restitution &Collections Specialist (3)

- Administration of Case Delinquency Status
- DL Suspensions
- Judgment Filings
- Contempt Court Petitions
- Contempt Court
- Referral to 3rd Party

JUDICIAL SERVICES UNIT

Deputy Clerk/Court (5)

Courtroom Services-Criminal

- President Judge Linebaugh
- Judges: Kennedy; Renn; Snyder; Thompson; Blackwell; Bortner; Dorney; Kelley; Musti-Cook; Adams; Ness; Marcea-Strong; Trebilcock
- Senior Judges: Uhler; Chronister; Brillhart

Deputy Clerk Office/Court (8)

- Courtroom Support/Docketing
- ICC-Indirect Criminal Contempt
- Misc. Docketing-Appointments, Judicial Filings , Constables, Road Dockets, Admin. Orders, Tax Collector Bonds
- SCI Commitments
- ARD

Barbato Arvonio

Juvenile and Counter Services Unit Supervisor (1)

Deputy Clerk Court (2)

Courtroom Services- Dependency/Delinquency

- Judges: Adams; Cook; Ness

Deputy Clerk Office/Court (3)

Deputy Clerk Office/Court PT (1)

- Courtroom Support/Docketing
- Customer Service/Filing Counter
- Filings and Imaging Prep
- Switchboard Services
- JV Drug Court

APPEALS, EVIDENCE and RECORDS UNIT

Kathy Groff

Unit Manager (1)

Deputy Clerk /Court (1)

- Appeals to Commonwealth, Superior and Supreme Courts
- Evidence Inventory , packaging, storage and retrieval

Deputy Clerk Office/Court (4)

- Case Creation/Arraignment
- Document Imaging Services
- Mail Processing and Interoffice Services
- Expungement Services
- Archived files tracking and processing
- Case file maintenance and quality control

File Clerk PT (2)

- Document Imaging
- Filing