

York County Clerk of Courts Organizational Chart

Don O'Shell
Clerk of Courts
Elected Term 2008-2012

Jen Reider
Chief Deputy Clerk of Courts
Appointed (1)

Wendy S. Bossard
Asst. Chief Deputy Clerk of Courts
Judicial Services Unit Manager
Appointed (1)

COST AND FINES UNIT

UNIT MANAGER (1)
Tammy VanBuren

Deputy Clerk Cashier (3) & Bookkeeper (1)

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

Restitution & Collections Specialist (3)

- Administration of Case
- Delinquency Status
- Assessment of Costs and Fines
- Judgment Filings

JUDICIAL SERVICES UNIT

Senior Deputy Courtroom Clerk
Deputy Clerk Court (5)

- Pres. Judge Richard Renn
- Judge Kennedy; Judge Linebaugh; Judge Chronister; Judge Snyder; Judge Thompson; Judge Uhler; Judge Blackwell; Judge Bortner; Judge Brillhart; Judge Dorney; Judge Kelley; Judge Adams; Judge Cook
- Senior Judges

Deputy Clerk Office/Court (8)

- Courtroom Support / Docketing
- ICC- Indirect Criminal Contempt
- Misc. Docketing – Appointments, Judicial Filings, Constables, Private Detectives, Road Cases, Admin. Orders, Tax Collector bonds
- SCI Commitments
- Summary Appeals
- Transport Orders

Juvenile Court and Counter Services Supervisor
Garth Bambling

Deputy Clerk - JV
Deputy Court Clerk (2) & PT Deputy Clerk Office/Court (1)

Customer Service Clerks
Deputy Court Clerk Office/Court (3)

- Counter Services; CPCMS
- System Docketing/Training;
- Juvenile Delinquencies;
- Juvenile Dependencies;
- Switchboard Services

APPEALS, EVIDENCE and RECORDS UNIT

UNIT MANAGER (1)
Kathy Groff

Deputy Clerk Court (1)

- Appeals to Supreme and Superior Court
- Purchasing & Supplies

Deputy Clerk Office/Court (5)

- CPCMS Arraignment
- CPCMS & Case File Folder Creation
- Document Imaging Services
- Evidence Packaging, Storage & Retrieval
- Mail Processing and Interoffice Services
- Expungement Services

File Clerk PT (2)

Per Diem Clerk (2)

- Filing & document imaging