



# OCA Reporting

October 2025

Presented by: Lisa Robles  
& Cathy Horvath



# Presentation Overview

**Judicial Branch & OCA, Reporting Requirements**

**Importance of Court Data, Data Requests, Annual Report**

**Judicial Council Monthly Court Activity Reports**

**Appointments & Fees Reports**

**Public Safety Report, Judicial Directory**

**NEW – Court Analytics TX (CATX), Regional Data Coordinator Program**

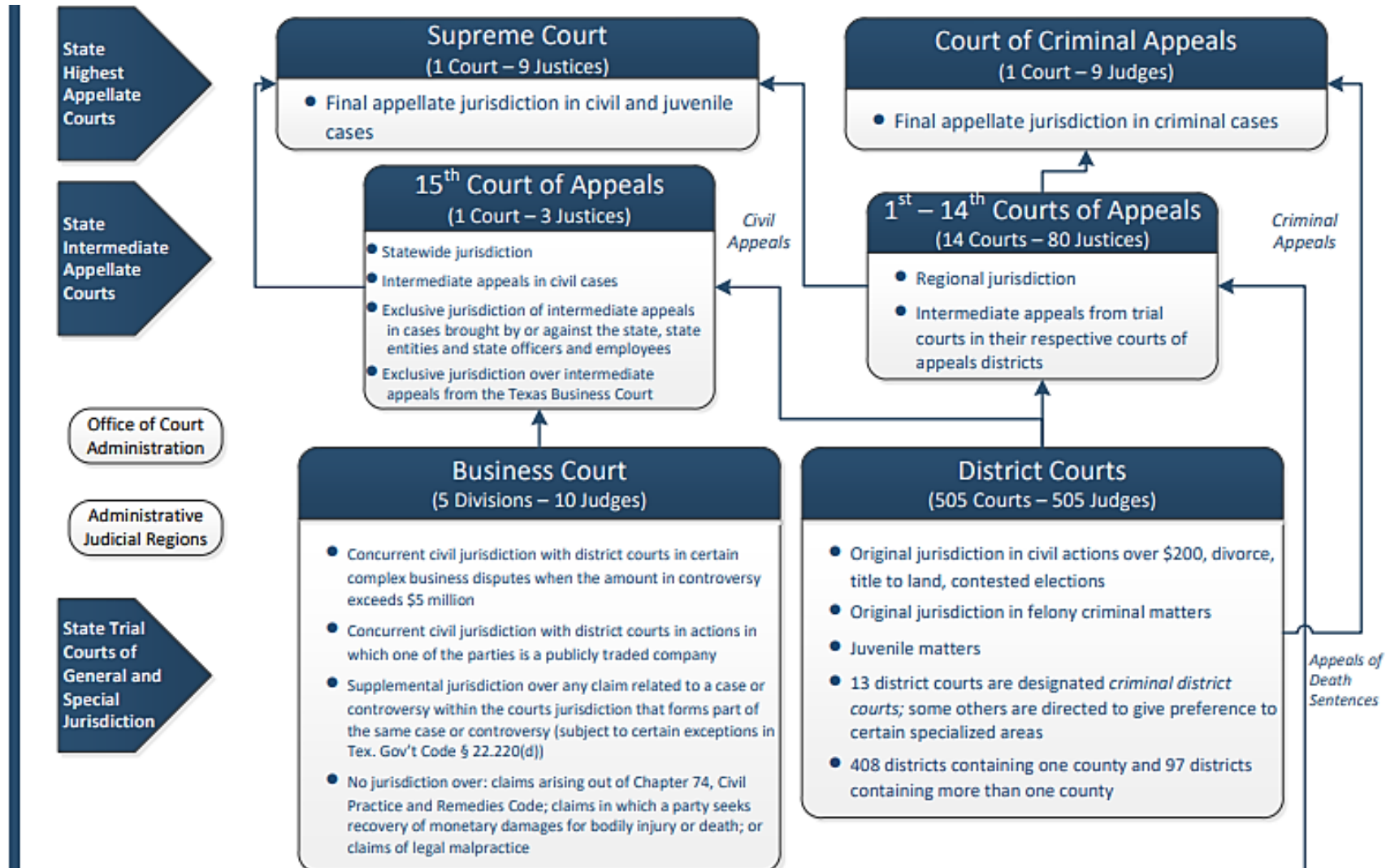


Join at [menti.com](https://menti.com) | use code **4380 7061**

How many JP courts are there in the State of Texas?



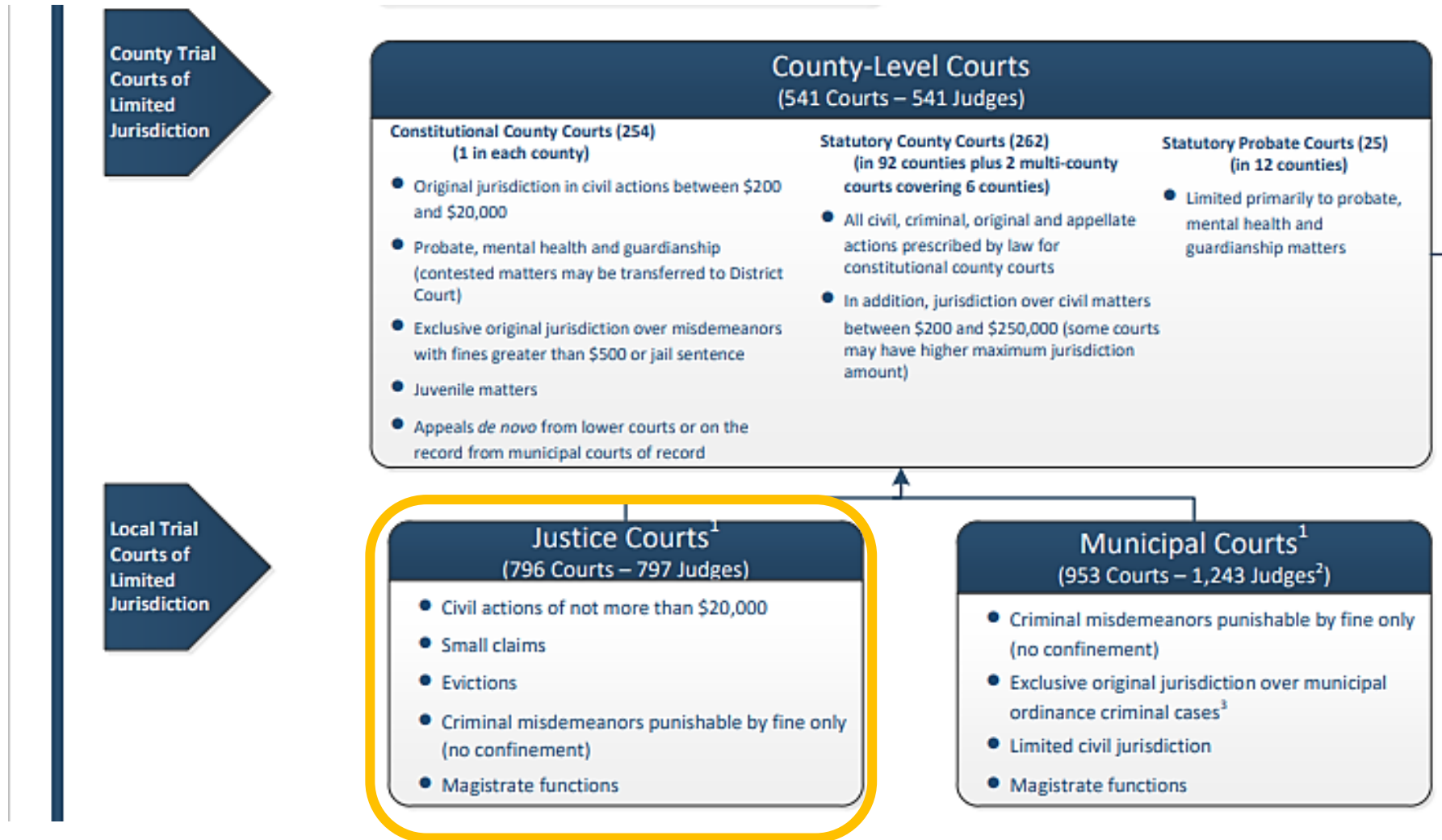
# Court Structure of Texas (October 2025)



[court-structure-chart-october-2025.pdf](#)

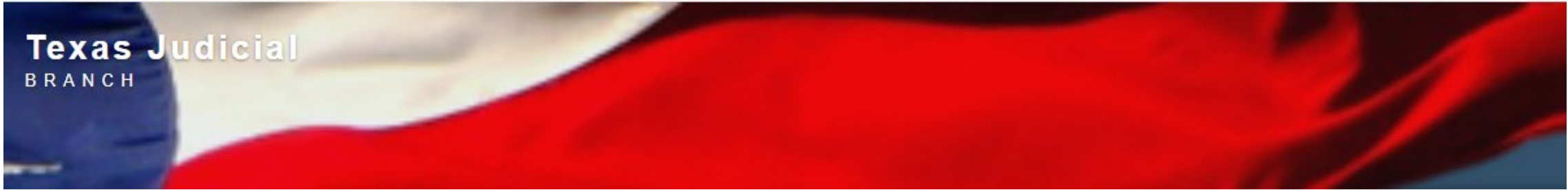


# Court Structure of Texas (October 2025)

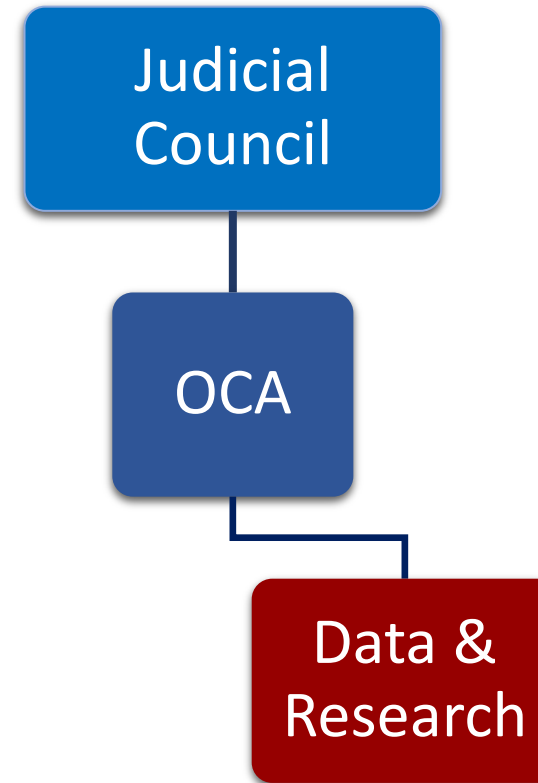


[court-structure-chart-october-2025.pdf](#)





# Judicial Branch & OCA





# Texas Judicial Council



Chief Justice, Supreme Court

Presiding Judge, Court of Criminal Appeals

Senators (2)

Representatives (2)

Courts of Appeals Justices (2)

District Judges (2)

County Judges (2)

→ Justices of the Peace (2)

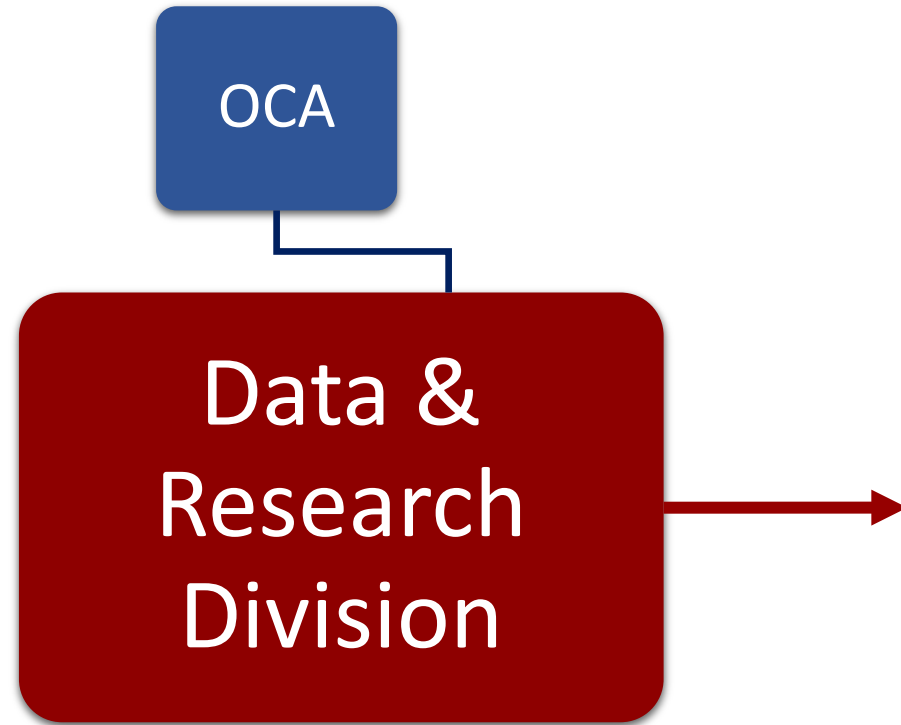
- **Dallas Precinct 1, Place 2 Judge Valencia Nash**

- **McCulloch Countywide Judge Maggie Sawyer**

Municipal Judges (2)

Citizen Members (6)

*The Council shall gather judicial statistics and other pertinent information from the judges and other court officials of this state.*



- Judicial Council Monthly Court Activity Report, in support of
  - Annual Statistical Report
- Texas Judicial Directory Update
  - Change in Judge
  - Change in court info
- Judge Demographic Profile
- Appointments and Fees Report

**We collect court data and information.**



# OCA Reporting Requirements (Data Collected)

## Statute

## Content

### Judicial Council Monthly Court Activity Report

Government Code, Sec. 71.035

Judicial Council shall collect statistics (Monthly Court Activity Report) – requirements detailed in Ch. 171, Administrative Code

### Appointments and Fees Report

Government Code, Ch. 36

Clerk of each court to prepare on court appointments made and fees approved

### Public Safety Report System

Code of Criminal Procedure,  
Art. 17.024

Magistrates must consider a PSR for defendants charged with a Class B misdemeanor or higher offense



# OCA Reporting Requirements (Data Collected)

## Statute

## Content

### Judge Contact Information

Government Code, Sec. 33.041

OCA is required to maintain a Judicial Directory that contains the contact information, including e-mail address, for each judge in this state

### Judge Profile Sheet

Information is needed for the OCA Judicial Directory, including demographic data used to compile the Judge Profile Summary for the [Annual Statistical Report for the Texas Judiciary](#) and the [About Texas Courts](#) webpage.



# Judge Demographic Profile Form

OFFICE OF COURT ADMINISTRATION / TEXAS JUDICIAL COUNCIL

JUDGE INFORMATION SHEET **JUSTICE OF THE PEACE COURT**

**Instructions:** Please fill in all information requested below.

## Judge Information

**Name:**

Last

First

Middle

## DEMOGRAPHIC INFORMATION:

**Ethnicity:** (check only one)

☐

African-American (A)

☐

Hispanic/Latino (H)

☐

White (Non-Hispanic) (W)

☐

Asian or Pacific Islander (P)

☐

American Indian or Alaska Native (I)

☐

Other (O)

**Gender:**

☐

M

☐

F

**Date of Birth:**

mm/dd/yyyy

## INFORMATION ON CURRENT OFFICE:

**Date Originally Sworn In as Judge to this Court:**

mm/dd/yyyy

**First Assumed Office by:**

☐

Appointment

☐

Election

**Date Your Current Term Ends:**

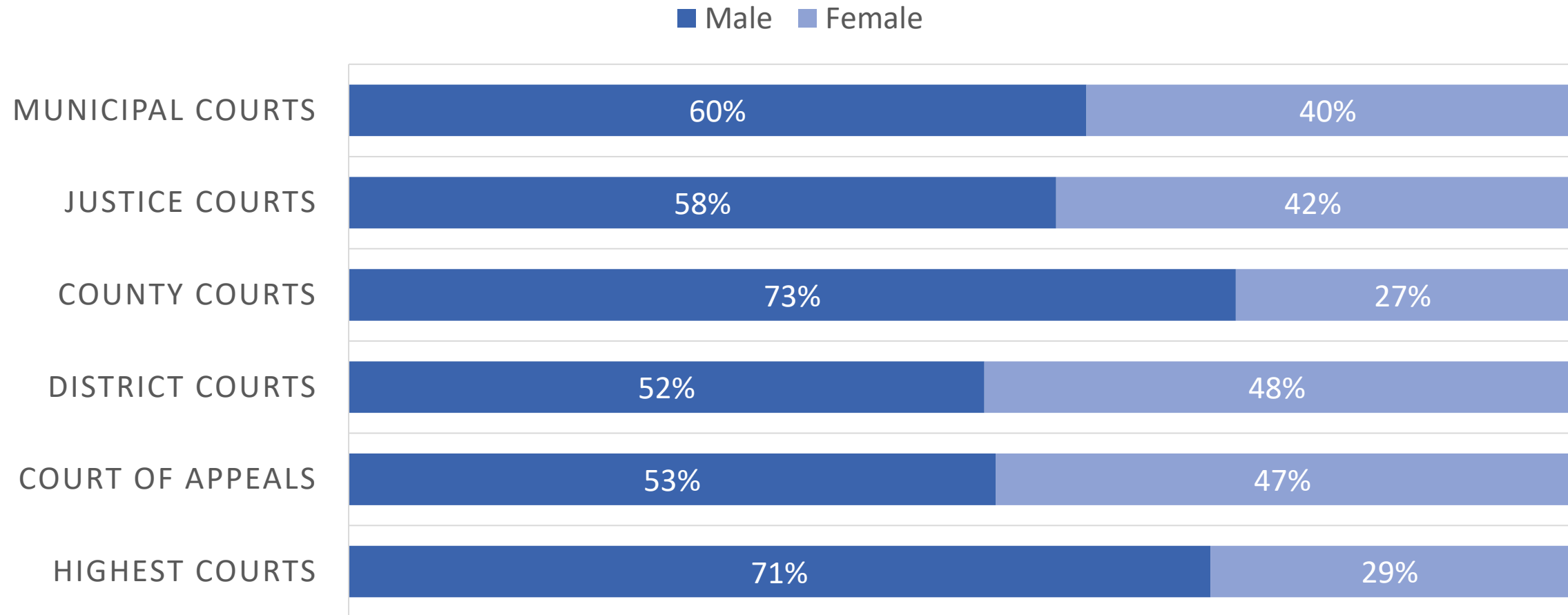
mm/dd/yyyy

**Replaced Judge:**

**Be sure to  
complete  
all sections  
of the  
form!**



# September 2025 Judge Demographics



# Who Uses Your Court's Data?

LR

Legal aid organizations,  
Access to Justice  
Commission

State & Local  
Judiciary



Texas Judicial Council,  
committees

Texas  
Legislature

Researchers,  
non-profits  
(DWI, juvenile  
justice reform,  
domestic  
violence, civil  
rights)

Other State &  
Local  
Governmental  
Depts.

Commissioners  
Courts, City  
Councils

National Center  
for State Courts

Attorneys

Parties to a  
case

Media

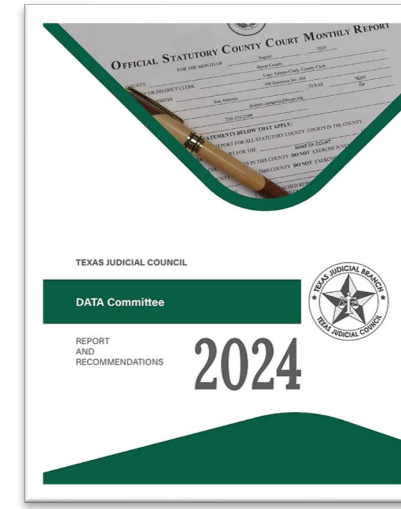
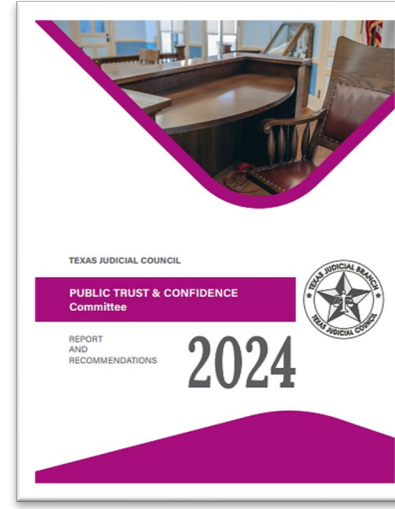
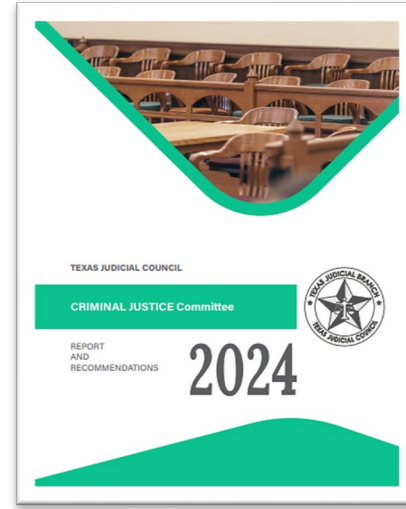
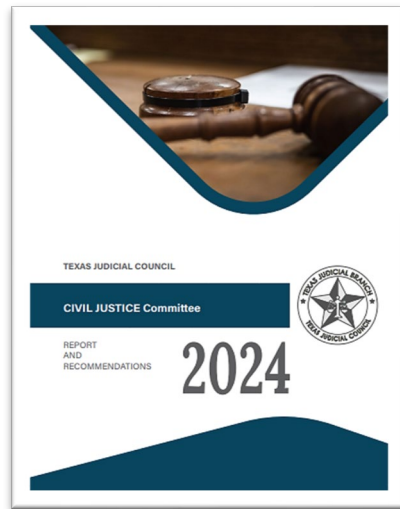
Newspapers,  
other  
publications

General Public

DATA

# 2024 Reports and Recommendations

[txcourts.gov/tjc/judicial-council-reports/](https://txcourts.gov/tjc/judicial-council-reports/)



May determine  
content of monthly  
court reports through  
rule-making

and

May encourage statutes  
mandating collection of  
specific information



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How do you use your court's data?



## Most Common JP Data Requests

- Landlord/Tenant Statistics (Eviction)
- Debt Cases
- Magistrate Warnings
- Arrest Warrants Issued
- Fines & Court Costs



# Austin Monitor Article – Sept. 24, 2025

## HOUSING

### Number of evictions in Travis County on track to surpass 2024's record

BY LINA FISHER  
SEPTEMBER 24, 2025



Austin's eviction filings are the highest number they've been since 2020.

During the pandemic years of 2020 and 2021, Austin applied an eviction moratorium, but they returned to pre-pandemic levels in 2022 when the ban was lifted and have since continued climbing.

<https://austinmonitor.com/stories/2025/09/number-of-evictions-in-travis-county-on-track-to-surpass-2024s-record/>

# Recent Data Request

Dear Reporting Section, OCA,

I am trying to seeking data from 2024-2025, preferably from September 1, 2024, to August 31, 2025, regarding the disposition of landlord/tenant cases in justice court. I am seeking information similar to that found in the attached report from 2024, and for some reason I am unable to get it from your website.

I am giving a presentation to justice court judges and their clerk staff, and I wanted to give them a bigger picture sense of evictions (i.e. landlord/tenant) cases statewide. Is this something you might be able to help me with?

Thanks,

Nelson H. Mock  
Texas RioGrande Legal Aid  
4920 N. IH 35  
Austin, Texas 78751



# Data Request Response

## **STEP 1: Data Analyst directs requestor to available data.**

1. Monthly Court Activity Summaries available to the public at the Court Activity Reporting & Directory System
2. Obtaining Court Data Webinar shows how to run data
3. Texas Open Data Portal



# Court Activity Reporting & Directory System

## Live Reporting Database

### Court Activity Data

Run one of our standard reports or your own query from our court activity database.

#### District & County Courts

[Run reports for September 2010 to present](#)  
[Run reports for September 1992 to August 2010](#)

[Run query for September 2010 to present](#)  
[Run query for September 1992 to August 2010](#)

#### Justice & Municipal Courts

[Run reports for September 2011 to present](#)  
[Run reports for September 1992 to August 2011](#)

[Run query for September 2011 to present](#)  
[Run query for September 1992 to August 2011](#)

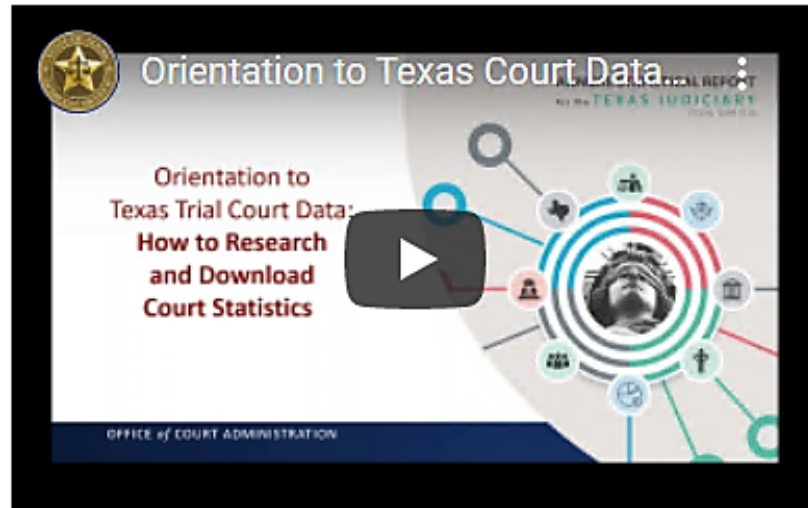
<http://card.txcourts.gov/>





# Obtaining Court Data Webinar

## Orientation to Texas Court Data: How to Research and Download Court Statistics



### Description

Learn how to access court statistics reported to the Office of Court Administration by the district, county, justice of the peace, and municipal courts.

### Materials

- Slides 

Aired 2/21/2019

Duration 00:21:45

### Speaker

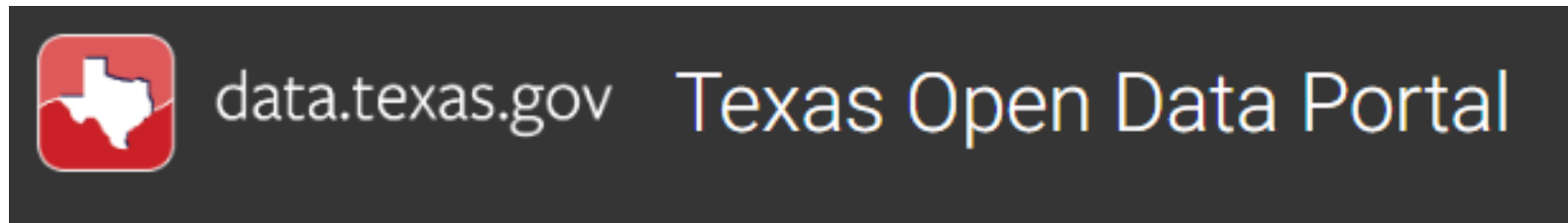
- Sandra Mabbett, Judicial Information Analyst, Office of Court Administration

<https://www.txcourts.gov/publications-training/training-materials/webinars/all-webinars/judicial-information>



# Texas Open Data Portal

- The Texas Open Data Portal (ODP) is a website for publicly accessible open data published by government agencies and public universities.
- The ODP is the official open data source for the State of Texas.
- Data can be downloaded, exported, visualized, and analyzed.



# Texas Open Data Portal Demo

- Found at [data.texas.gov](https://data.texas.gov).



# Data Request Response

## **STEP 2: Data Analyst uses internal tools to produce data requested.**

1. Runs data using internal OCA software
2. Uses created dashboards to easily access data
  - JP Statewide Trends dashboard

## ***Coming Soon - JP Statewide Trends Dashboard***

<https://public.tableau.com/app/profile/oca.data.research.division/viz/StatewideTrendsDashboard-JP/Story1>



## Group Breakout

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What were you seeing in your courts last year? This year?





# Annual Statistical Report for the Texas Judiciary



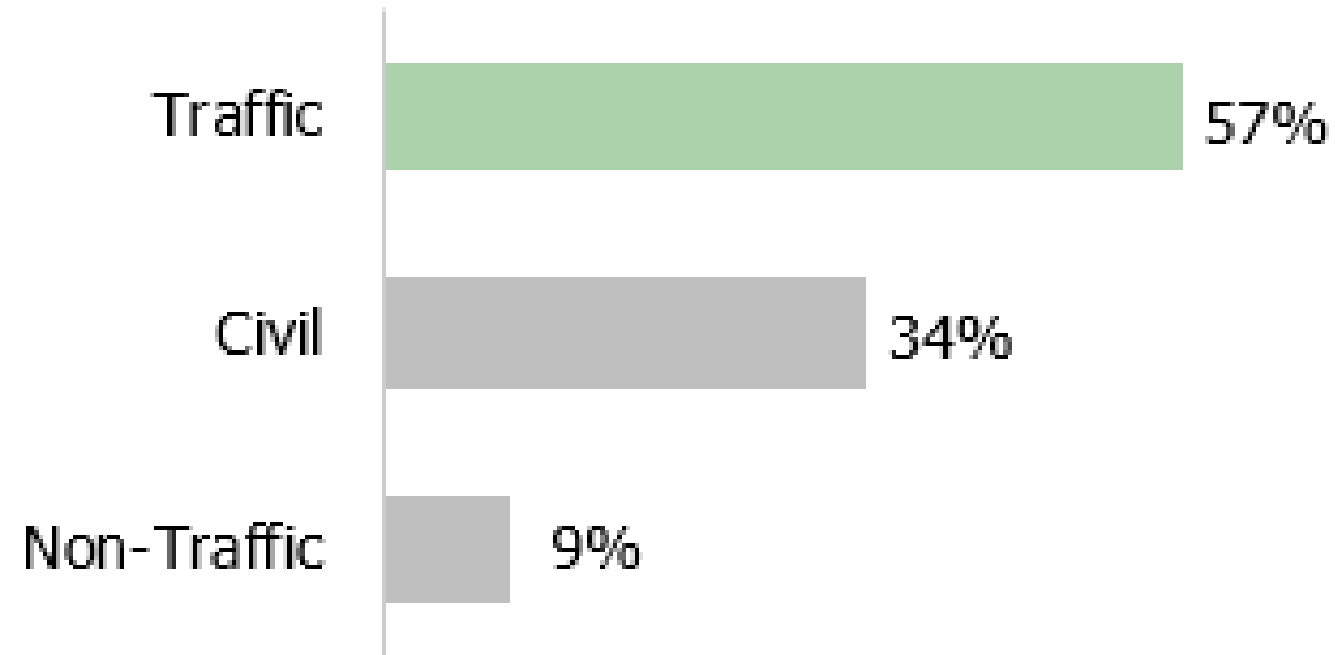
# Highlights: FY 2024 Justice Courts

- After 13 years of decline, traffic and parking cases **increased** for a third consecutive year but were still at historically low levels.
- Fine-only misdemeanors cases involving juveniles or minors remained relatively consistent over the past 3 years while truancy cases **increased** during the same time. Tobacco and e-cigarette cases sharply **declined** in 2024.
- In 2024, new civil case filings **rose** at all court levels, reaching an all-time high. Municipal court filings **increased** by **17 percent**, county court filings by **12 percent**, and district court and justice court filings by **11 percent**. Filings exceeded pre-pandemic levels in all but the county courts.
- Debt cases grew in all court types. Like the previous year, justice courts continued to experience the greatest increase with **20 percent** more cases filed in 2024, reaching an all-time high. Debt cases also grew by **18 percent** in county courts and **14 percent** in district courts.
- Landlord/tenant cases broke the previous year's all-time high with nearly **310,000** new cases filed in the justice courts, a **3 percent increase** from the previous year.



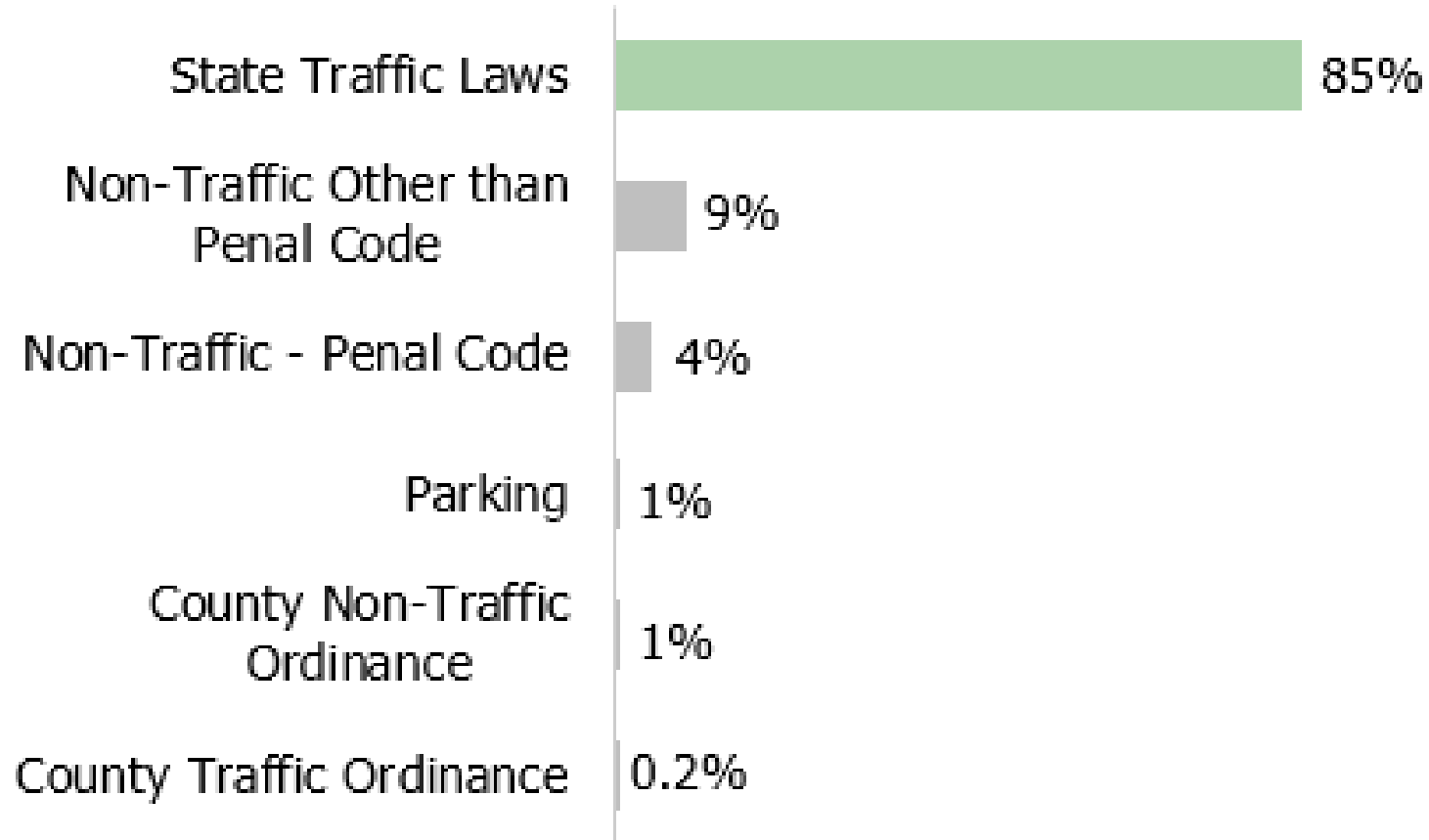
## Highlights: FY 2024 All Cases Filed

Of the more than 2.1 million cases filed in the justice courts, the majority were traffic-related misdemeanors.



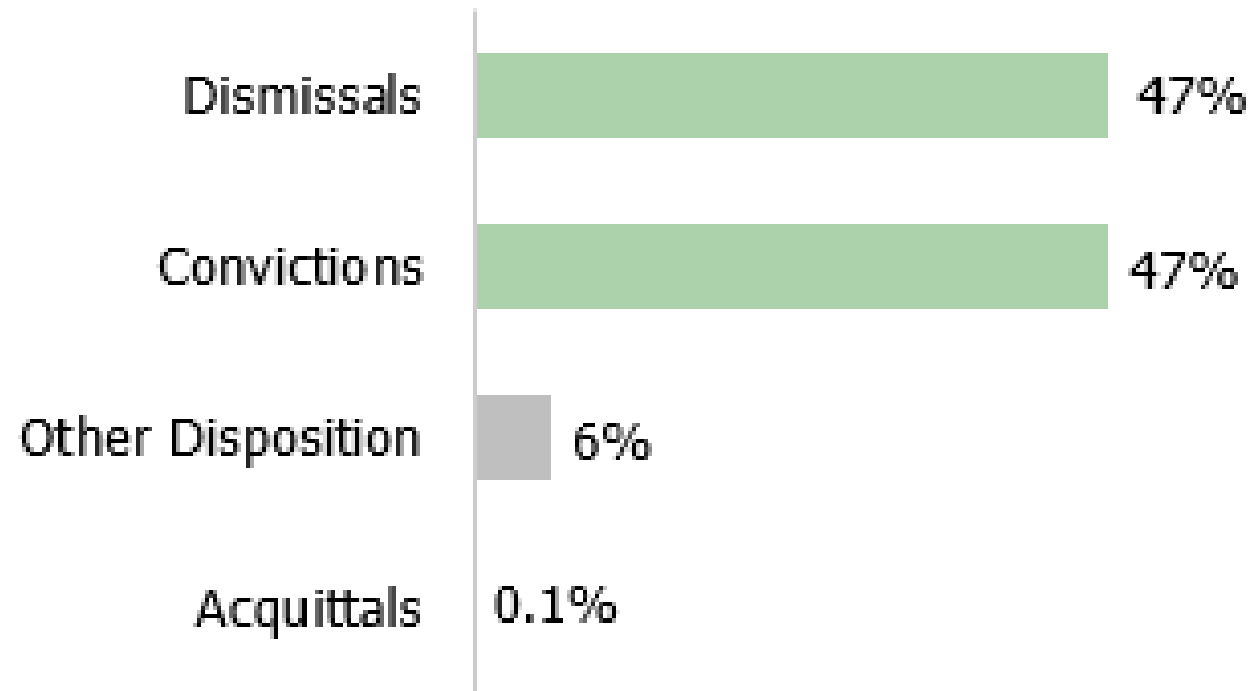
# Highlights: FY 2024 Criminal Cases

In 2024, the vast majority of the approximately 1.4 million criminal cases filed involved violations of state traffic laws.



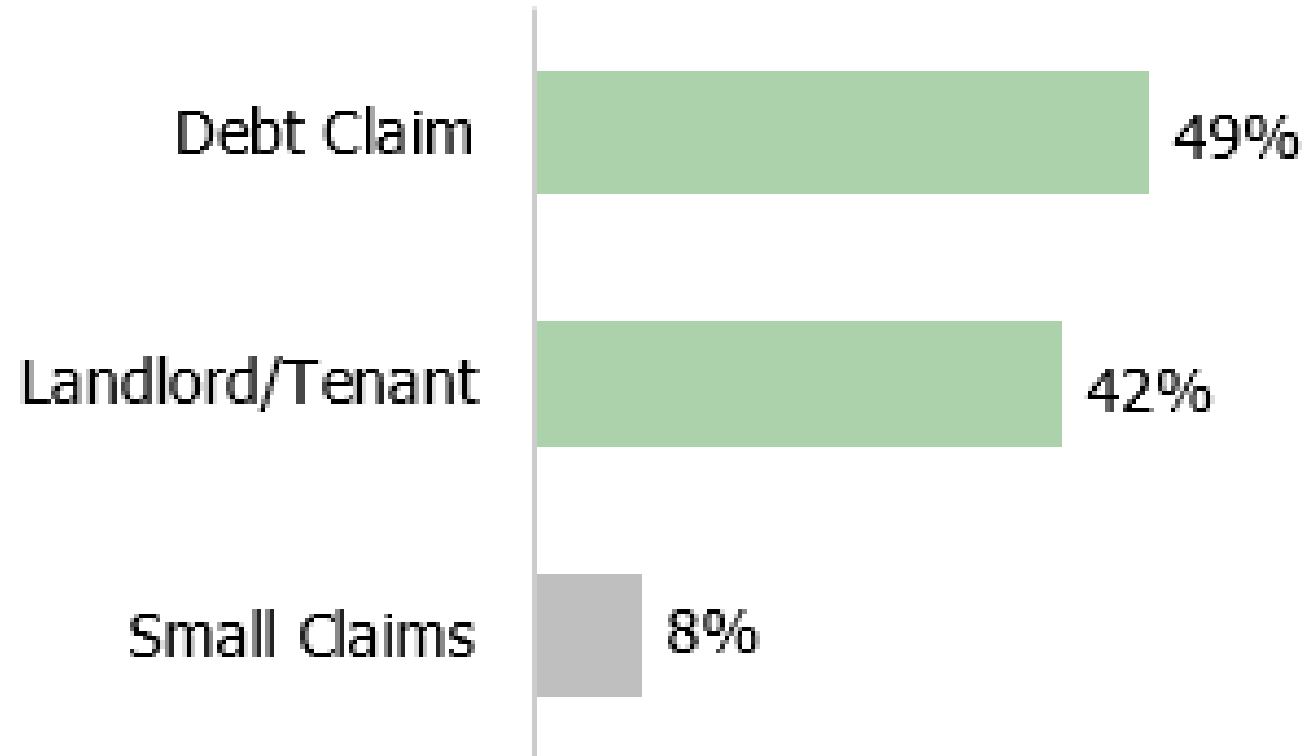
## Highlights: FY 2024 Traffic Cases

Dismissals and convictions each comprised 47 percent of all traffic cases disposed. Only 0.1 percent of cases resulted in an acquittal.




## Highlights: FY 2024 Civil Cases

In 2024, debt claim cases accounted for almost 50 percent of all new civil case filings, followed by landlord/tenant related cases.





# Judicial Council Monthly Court Activity Report



**THE TEXAS OFFICE OF COURT ADMINISTRATION**  
Court Activity Reporting and Directory System

**OCA Main Menu**

Build Version 1.1.8377.29713

Last Login: 9/26/2025 7:28:36 AM

[Home](#) | [Help](#) | [Logout](#)

205 W. 14th Street, Suite 600  
Tom C. Clark Building  
P.O. Box 12066  
Austin, TX 78711-2066

Judicial  
Directory  
Search

Run Report -  
New Data

Run  
Report -  
Old Data

Monthly  
Report  
Search and  
Edit - New  
Data

Add New  
Monthly  
Report



Join at [menti.com](https://menti.com) | use code 4380 7061

Are you new to JP courts?



Join at [menti.com](https://menti.com) | use code 4380 7061

How familiar are you with the OCA Monthly Court Activity Report?

# Reporting Requirements

4

Complete **all four sections every month**

- Criminal
- Civil
- Juvenile
- Additional

0

Submit a monthly report **even if there was no court activity** during the month

# Electronic Report Submission



Submit **online** at [card.txcourts.gov](https://card.txcourts.gov)

- Upload a file (XML), or
- Enter manually into database (if XML unavailable)



Report due **20<sup>th</sup>** of each month

# Criminal Section

## Traffic Misdemeanors

### Non-Parking

- Speeding
- Passing a school bus
- Driving w/out valid inspection sticker
- Driving with expired or no license



### Parking

- Parking in an intersection
- Parking within 15 ft of a fire hydrant
- Parking where sign prohibits parking

### County Ordinance

- Traffic/parking related ordinances enacted by the county



## Non-Traffic Misdemeanors

### Penal Code

- Disorderly Conduct
- Public Intoxication
- Theft of property <\$50
- Failure to Appear

### Other State Law

- Alcoholic Beverage Code
- Education Code
- Health and Safety Code
- Human Resources Code
- Occupations Code
- Water Code
- Violation of Promise to Appear

### County Ordinance

- Building Codes
- Zoning Laws
- Animal Ordinances

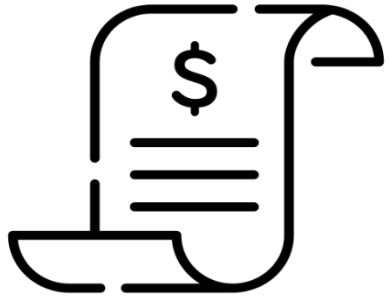


## Civil Section

Counted and reported when

- A civil complaint or citation is filed (no matter how many parties are involved), or
- An original petition is filed (no matter how many parties are involved).

**NOTE:** At this time, the Civil Section of the report cannot adequately capture information on **truancy** cases.



## Juvenile Section



Criminal cases filed that involve juveniles/minors

- These cases are double counted on the report – once in criminal section and again in juvenile section

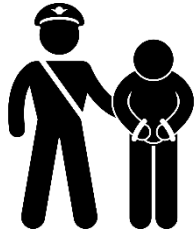


Includes cases filed involving truant conduct

- Currently no place to count these other than in juvenile section



## Additional Court Activity Section



Captures miscellaneous data including:

- Work performed by judge as magistrate
- Warrants and capiases pro fine issued
- Compliance with legal financial obligations (fines, court costs), including community service and jail credit
- Amounts collected (**NOTE: totals may be different than what is reported to Comptroller**)



## Additional Court Activity Section

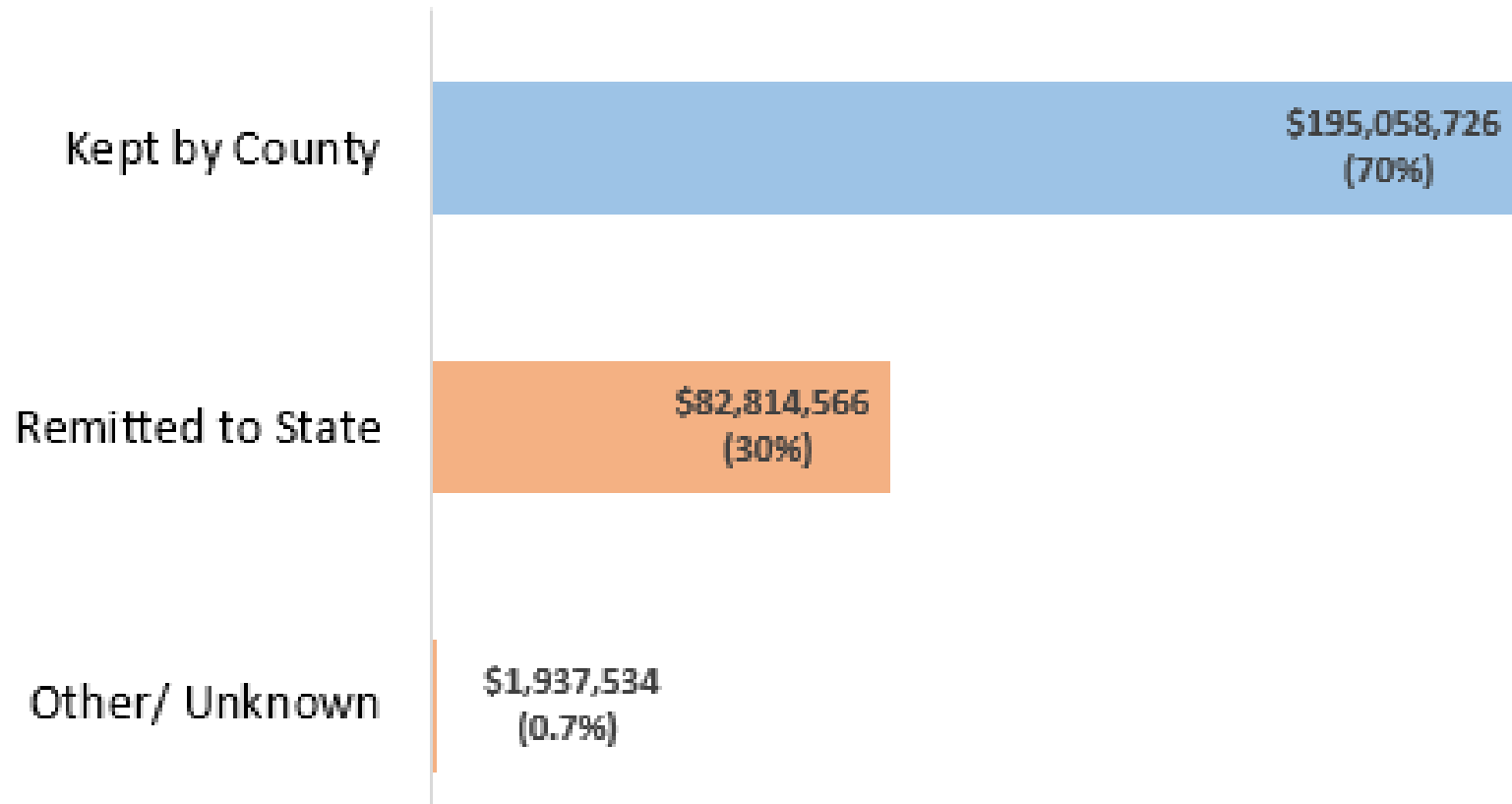
### Total Fines, Court Costs and Other Amounts Collected:

- **Line 20.A.** – Amounts retained by the County
  - ✓ Includes county portion of any fee divided by statute between county and State.
- **Line 20.B.** – Amounts remitted to the State
  - ✓ Includes amounts that may eventually be retained or remitted to the county as service fees for compliance with reporting to the Comptroller.
- **Line 20.C.** – Total amount of court-related money collected during the month
  - ✓ **Must** include the amounts reported on **20.A.** and **20.B.**, and **may** include amounts sent directly to other entities, e.g., school districts, OmniBase, etc.
- OCA Justice Court Monthly Report Instructions provide detailed examples.



## Data Highlight: FY 2024 Fines & Court Costs

Approximately \$280 million in fines and court costs were collected by justice courts in 2024, the majority of which was retained by the counties.



## Question Break

Join at [menti.com](https://menti.com) | use code **4380 7061**

Submit your reporting questions now.



# Review Your Reports Monthly



## Missing reports

- Notifications will be sent to court if reports have not been submitted

## Report sections marked in **RED**

- Basic calculation errors must be fixed

## Docket Adjustments

- Can be produced when a previous month was not submitted, or by back-dated disposition or case filing entry, case management system updates, etc.

## Notice Missing Sections and Calculation Errors in Red

<a href="#">September 2017</a>		<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">October 2017</a>		<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">November 2017</a>			<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">December 2017</a>		<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">January 2018</a>	→	<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">February 2018</a>	→	<a href="#">Criminal</a>		<a href="#">Juvenile</a>	<a href="#">Additional</a>
<a href="#">March 2018</a>	→	<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	
<a href="#">April 2018</a>		<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	
<a href="#">May 2018</a>		<a href="#">Criminal</a>	<a href="#">Civil</a>	<a href="#">Juvenile</a>	<a href="#">Additional</a>

Note: Any link highlighted in red above indicates that the report has errors that must be corrected.



# Check for Docket Adjustments

Small or large adjustments are okay if the information is **accurate**. Please enter an explanation in the **Notes** area if the adjustment totals are large.

Report was Entered Successfully

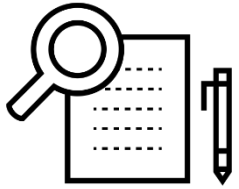
CASES ON DOCKET	TRAFFIC MISDEMEANORS			NON-TRAFFIC MISDEMEANORS		
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
CASES PENDING FIRST OF MONTH <i>(Equals total cases pending end of previous month.)</i>	3433	55	2492	25012	1338	442
DOCKET ADJUSTMENTS	-1550	-10	-565	-11005	-245	-300
1. CASES PENDING FIRST OF MONTH (Adjusted)	1883	45	1927	14007	1093	142

Notes:

Explanation should be noted here

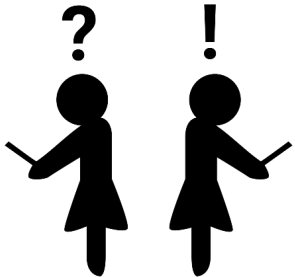


# Look for Other Data Quality Issues



## Manual errors

- Typos, numbers entered in wrong line or column
- Information not entered into case management system correctly or at all

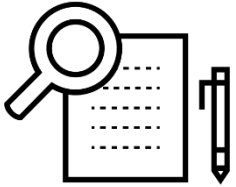


## Case management system issues

- System not properly set up (mapping or programming issues)
- Reports not programmed correctly
- Updates from new release result in unintended data issues



# Notice and Correct



## Numbers that are

- Too low
- Too high
- Do not accurately reflect your court's activity

## Simple Steps for Quality Court Data



1. Report monthly.
2. Familiarize yourself with OCA reporting requirements to recognize potential data issues.
3. Utilize your case management system software to generate OCA reports and address data issues.
4. Produce the Court Activity Detail Report to monitor court data.

# FY 2025 Annual Data Verification



- State fiscal year 2025 ended Aug. 31, 2025
  - ✓ All reports must be submitted for inclusion of court's data in the FY 2025 Annual Statistical Report
  - ✓ All reports should be verified accurate/complete and any corrections should be made



- A notification will be emailed to all courts in Nov. 2025



- The verification website will have your court's FY 2025 Activity Detail Reports for review

# Has Your Court Submitted All FY 2025 Reports? FY 2024?

## Missing Sections

### Reports Received - Justice Courts

Fiscal Year Selected: 2025 Date/Time Printed: 9/24/2025 - 3:29 pm

\* Received, In Balance  
 # Received, Out of Balance  
 ? Report Missing  
 Y Required to Report  
 N Not Required to Report

				2024				2025							
				Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Precinct 4 Place 1	Criminal	Y	*	*	*	*	*	*	*	*	*	*	*	?	?
	Civil	Y	*	*	*	*	*	*	*	*	*	*	*	?	?
	Juvenile	Y	*	*	*	*	*	*	*	*	*	*	*	?	?
	Additional	Y	*	*	*	*	*	*	*	*	*	*	*	?	?



# Review Your Court's Activity Detail Report

## Justice Courts Activity Detail

September 1, 2024 to August 31, 2025

100.0 Percent Reporting Rate  
12 Reports Received Out of a Possible 12

County: [REDACTED] Court: Precinct 1



Indicates that **at least 1 section** was reported per month

Does **not** ensure that all reports are complete or do not contain critical addition errors

CRIMINAL CASES			
Traffic Misdemeanors		County Ordinance	Penal Code
Non-Parking	Parking		
934	101	0	75
900	9	0	74
(6)	0	0	(1)

Do any numbers really stand out?

Criminal Section

Uncontested Dispositions vs. Trials

Compliance Dismissals missing or too high

<b>Cases Pending 9/1/2016:</b>		
Active Cases		
Inactive Cases		
Docket Adjustments		
<b>Cases Added:</b>		
New Cases Filed		
Cases Reactivated		
All Other Cases Added		
Total Cases On Docket		
<b>Dispositions:</b>		
Dispositions Prior to Court Appearance or Trial:		
Uncontested Dispositions		
Dismissed by Prosecution		
Total Dispositions Prior to Court Appearance or Trial		
Dispositions at Court Appearance or Trial:		
Convictions:		
Guilty Plea or Nolo Contendere		
By the Court		
By the Jury		
Acquittals:		
By the Court		
By the Jury		
Dismissed by Prosecution		
Total Dispositions at Court Appearance or Trial		
Compliance Dismissals:		
After Driver Safety Course		
After Deferred Disposition		
After Teen Court		
After Tobacco Awareness Course		
After Treatment for Chemical Dependency		
After Proof of Financial Responsibility		
All Other Transportation Code Dismissals		
Total Compliance Dismissals		
All Other Dispositions		
Total Cases Disposed		

Traffic Misdemeanors		
Non-Parking	Parking	County Ordinance
2,381,291	49,228	5,972
1,343,317	9,826	430
(5,361)	(12,850)	(556)
1,740,739	20,829	2,184
276,689	2,059	107
20,564	22	6
4,413,922	59,288	7,713
605,100	7,455	1,411
93,520	2,083	92
698,620	9,538	1,503
97,200	1,326	134
31,898	379	19
506	6	1
1,307	35	7
53	0	0
141,474	2,633	47
272,438	4,379	208
135,835	---	---
127,468	1,176	447
376	0	0
---	---	---
---	---	---
30,655	---	---
86,339	1,895	53
380,673	3,071	500
67,409	807	89
1,419,140	17,795	2,300

Ratio of filings to dispositions

Large # of dismissals with no explanation

Large # of All Other Dispositions

# Are you reporting juvenile/minor cases?

## Juvenile Section

JUVENILE/MINOR ACTIVITY	
	Total
Transportation Code Cases Filed .....	18,915
Non-Driving Alcoholic Beverage Code Cases Filed .....	6,175
Driving Under the Influence of Alcohol Cases Filed .....	768
Drug Paraphernalia Cases Filed.....	2,124
Tobacco Cases Filed .....	729
Truant Conduct Cases Filed.....	8,433
Education Code (Except Failure to Attend) Cases Filed .....	539
Violation of Local Daytime Curfew Ordinance Cases Filed .....	130
All Other Non-Traffic Fine-Only Cases Filed .....	5,003
Transfer to Juvenile Court:	
<i>Mandatory Transfer</i> .....	59
<i>Discretionary Transfer</i> .....	57
Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct).....	45
Held in Contempt by Criminal Court (Fined or Denied Driving Privileges).....	519
Juvenile Statement Magistrate Warning:	
<i>Warnings Administered</i> .....	1,034
<i>Statements Certified</i> .....	406
Detention Hearings Held .....	325
Orders for Non-Secure Custody Issued .....	22
Parent Contributing to Nonattendance Cases Filed .....	11,229



# Are your reporting magistrate warnings and requests for counsel, if relevant?

## Additional Activity Section

	Number Given	Number Requests for Counsel
Magistrate Warnings:		
Class C Misdemeanors.....	252	---
Class A and B Misdemeanors.....	1,666	666
Felonies.....	1,626	590

If not, it will affect your county’s risk assessment score with the **Texas Indigent Defense Commission**.





# Do any numbers really stand out?

## Additional Activity Section

Are community service and jail credit reported only once, and only when the financial obligation in the case is settled in full?

<b>16. Cases in Which Fine and Court Costs Satisfied by Community Service</b> <i>(CCP, Art. 45.049 or 45.0492)</i>	
a. Partial Satisfaction	
b. Full Satisfaction	
<b>17. Cases in Which Fine and Court Costs Satisfied by Jail Credit</b>	
<b>18. Cases in Which Fine and Court Costs Waived for Indigency</b> <i>(CCP, Art. 45.0491)</i>	



# Justice & Municipal Court Reports Website

<http://www.txcourts.gov/reporting-to-oca/judicial-council-trial-court-activity-reports/justice-municipal-court-reports/>



Create a  
bookmark

Print  
instructions

View webinars

## JUSTICE & MUNICIPAL COURT REPORTS

### Enter Reports

- Submitting a Court Activity Report via XML Upload
- Submitting a Court Activity Report Manually
- Making Changes to the Monthly Court Activity Report
- Running Court Activity Reports
- Enter Reports

### Run Reports

- Run Reports

### Reporting Forms & Instructions

Forms & Instructions				
Report	Form (PDF)	Form (Excel)	Form Instructions	Frequently Asked Questions
Justice Court	PDF	Excel	Instructions  (updated 2/3/2025)	FAQ
Municipal Court	PDF	Excel	Instructions  (updated 2/3/2025)	FAQ

### Resources

- Active/Inactive Pending Case Flowchart
- Justice Court Civil Case Information Sheet
- Cheat Sheet for Criminal Section
- DPS Violation Codes Categorized by OCA Case Category
- Webinars/Online Training



# Resources/Assistance from Your Vendor/Local IT Staff



Codes used to track information in your case management system



Programming your case management system, development of reports from your case management system, creation of an XML file to report to OCA

# Appointments & Fees Report

**TEXAS COURTS  
ONLINE**

Home Add New Record Import XML Reports Configure Lookup Data Management

**FEE RECORDS**

County: ALL Court Type: Justice of the Peace Court: All ☐ Date ☒ Date R

Sort By: Fee ID Only my records ☐

Search Clear

[Add New Record](#)

			Fee ID	County	Court	Judge	Report Period	Case Number	Appointee	Appointee Position	No Activity	Activity Type
			3582104	Smith	Precinct 2 Place 1	---	Aug 2025			---	<input checked="" type="checkbox"/>	Fees
			3582103	Smith	Precinct 2 Place 1	---	Aug 2025			---	<input checked="" type="checkbox"/>	Appointment



# Chapter 36, Government Code

## Report

**All appointments** of and **any fees** paid to



Report due **15<sup>th</sup>** of each month to OCA



Must also post in courthouse by **15<sup>th</sup>**



And on website “of the court” by **15<sup>th</sup>**

- attorney ad litem
- guardian
- guardian ad litem
- mediator
- competency evaluator



## Test Your Knowledge

Join at [menti.com](https://menti.com) | use code 4380 7061

Q6: True or False: You should you report the appointment/fees of legal counsel for indigent defendants.



# Reporting Requirements

## DO NOT REPORT:

- Appointment of legal counsel for indigent defendants

## DO REPORT:

- Appointment of guardian ad litem, attorney ad litem, or mediator in a truancy case

Court	Report Month	Report Year	Activity Type	No Activity	Judge	Case Number	Attorney	Appointee Bar	Appointee First Name	Appointee Last Name	Appointee Position	Appointee Type	Approval Date
Precinct 1	7	2025	Appointment	FALSE	[REDACTED]	F25-750J1	TRUE	[REDACTED]	[REDACTED]	[REDACTED]	Not applicable	Not applicable	07/17/2025

If justice courts have activity to report, it will most likely be the appointment of a guardian ad litem, attorney ad litem or mediator in a **truancy** case.



# Reporting Requirements

Most justice courts will

- Submit **no activity** reports all or a majority of the time
- Must submit for both **Appointments** and **Fees** (two reports)





# Electronic Report Submission

Submit **online** at [card.txcourts.gov](http://card.txcourts.gov)



Enter manually into database (recommended) OR



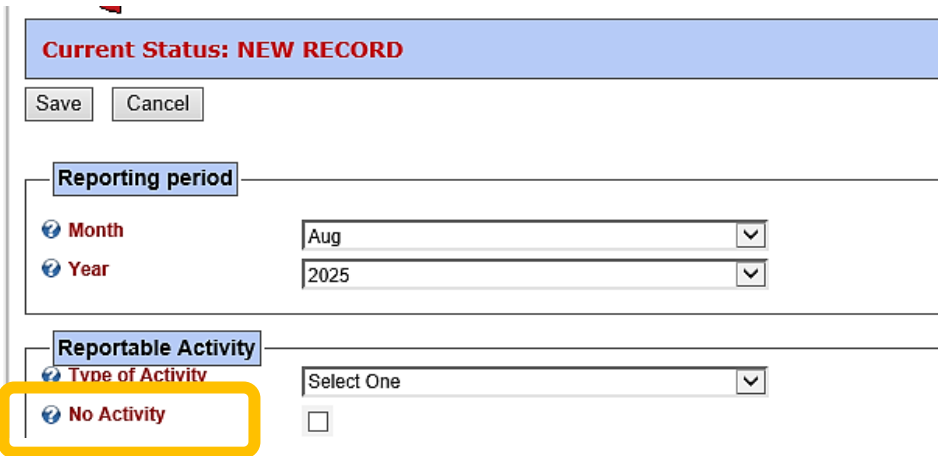
Upload a file (xml)



Use **same log in** information you use for  
Monthly Court Activity Reports



# Submitting No Activity Reports



Current Status: NEW RECORD

Save Cancel

Reporting period

Month Aug

Year 2025

Reportable Activity

Type of Activity Select One

No Activity

## Uploading an XML File (if Needed)



Your vendor/IT staff must create program to generate XML file from case management system



For information on XML instructions, send email to [judinfo@txcourts.gov](mailto:judinfo@txcourts.gov)

# Appointment and Fees Website

<http://www.txcourts.gov/reporting-to-oca/appointments-and-fees/justice-municipal-appellate/>



- Create a bookmark
- Print instructions
- View webinars

## Appointments and Fees

[Home](#) / [Judicial Data](#) / [Reporting](#) / [Appointments & Fees](#) / [Justice, Municipal & Appellate](#)

### APPOINTMENTS & FEES HOME

District & County  
**Justice, Municipal & Appellate**  
 Sample Forms  
 Appointments & Fees Pre-Sept 2016

### JUSTICE, MUNICIPAL & APPELLATE COURTS

- [Report Flyer](#)
- [Report Instructions](#)
- [Instructions for Reporting Database](#)
- Checklist of information needed to enable clerks to prepare the report  
[PDF](#) [Word](#)
- Spreadsheets / Forms to compile information for the report  
[Appointments](#) [Excel](#) [PDF](#)
- [Fees](#) [Excel](#) [PDF](#)
- [Sample Forms](#)
- [Frequently Asked Questions](#) - Updated 08/26/16

### Webinar & Presentation Slides

- [Webinar](#) [Handouts](#)
- [Presentation Slides](#) - Updated 08/26/16

### XML Instructions

Email [JudInfo@txcourts.gov](mailto:JudInfo@txcourts.gov) for information on XML instructions.



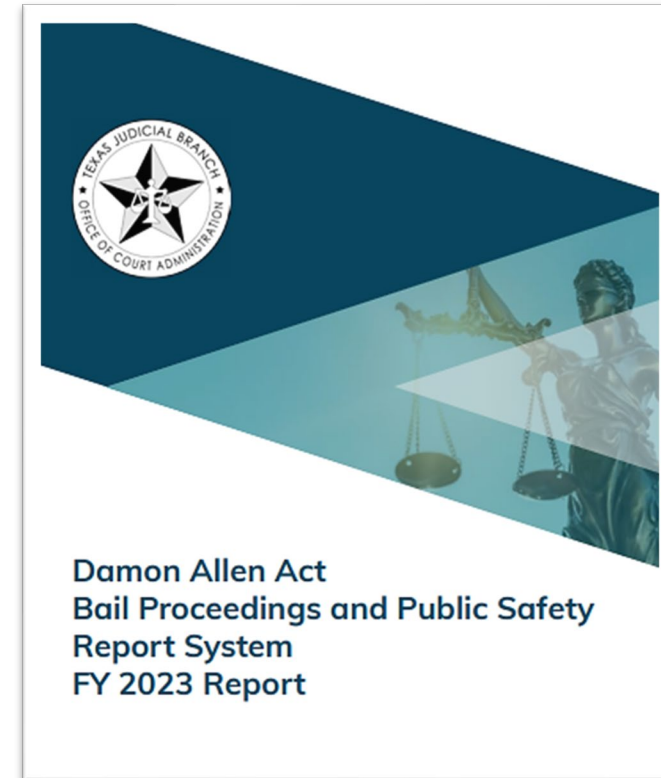
## Question Break

Join at [menti.com](https://menti.com) | use code **4380 7061**

Submit your reporting questions now.



# Public Safety Report System




# Public Safety Report System

- SB 6 (87<sup>th</sup> Tex. Leg., 2<sup>nd</sup> C.S.) mandated the reporting of additional new data elements, bail, and pretrial release information.
- The reporting requirements were effective April 1, 2022.
- Government Code, Section 71.0351(a)(1)(A-C) requires the reporting of the number of defendants for each category of offense, the number of personal bonds, and the number of surety or cash bonds.
- This is information being captured from the Bail Form information submitted through the Public Safety Report System (PSRS).



# Bail Dashboard Website



**PUBLIC SAFETY  
REPORT  
SYSTEM**

## Texas Bail Proceedings and Public Safety Report System

Bail Forms  
**553,395**

Bail Bonds  
**749,189**

Offenses  
**749,271**

Bail Amount  
**\$14,731,219,443**

Magistration Date  
☐ 2025  
☒ 2024

Offense Level  
☒ Select all  
☐ Capital Felony  
☐ Felony 1  
☐ Felony 2  
☐ Felony 3  
☐ State Jail Felony  
☐ Misdemeanor A  
☐ Misdemeanor B  
☐ Misdemeanor C

County  
☒ Select all  
☐ Anderson  
☐ Andrews  
☐ Angelina  
☐ Aransas  
☐ Archer  
☐ Armstrong  
☐ Atascosa  
☐ Austin  
☐ Bailey

[Home](#)
[Bail Forms](#)
[Offenses](#)
[Bail Bonds](#)
[Summary](#)
[Bail For...](#)
[CARD](#)

County	Location Name	Location Type	Magistrate	Magistration	Defendant	Arrest Date	Offense Level	Original	Offense
Andrews	Precinct 2	Justice of the Peace	Adaly Garcia	12/31/2024	PABLO GUTIERREZ	12/31/2024	Felony 1	Yes	481.112(d) MAN/DEL CS PG 1 >= 4G < 200G
Andrews	Precinct 2	Justice of the Peace	Adaly Garcia	12/31/2024	PABLO GUTIERREZ	12/31/2024	Felony 3	Yes	42.092(c-1) CRUELTY NON-LIVESTK ANIM:KILL/POISON/SBI
Andrews	Precinct 2	Justice of the Peace	Adaly Garcia	12/31/2024	PABLO GUTIERREZ	12/31/2024	Felony 3	Yes	46.04(e) UNL POSS FIREARM BY FELON
Andrews	Precinct 2	Justice of the Peace	Adaly Garcia	12/31/2024	HEATH AARON MILLS	12/31/2024	Misdemeanor B	Yes	42.07(c) HARASSMENT
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	CHRISTOPHER LEON BURCH	12/28/2024	Misdemeanor A	Yes	22.07(c)(1) TERRORISTIC THREAT OF FAMILY/HOUSEHOLD
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	CATRINA ENETE COLQUITT	12/30/2024	Misdemeanor A	Yes	38.02(d)(2) FAIL TO ID FUGITIVE INTENT GIVE FALSE INFO
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	JEREMY JEROME JOHNSON	12/30/2024	Misdemeanor A	Yes	30.04(d) BURGLARY OF VEHICLES
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	JEREMY JEROME JOHNSON	12/30/2024	Misdemeanor A	Yes	30.05(d)(3)(B) CRIMINAL TRESPASS INST HIGH EDU PREV CONV IAT
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	JEREMY JEROME JOHNSON	12/30/2024	Misdemeanor A	Yes	30.05(d)(3)(D) CRIMINAL TRESPASS TREATMENT CENTER
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	MICHAEL RYAN MCCASKILL	12/30/2024	Misdemeanor A	Yes	38.03(a) RESIST ARREST SEARCH OR TRANSP
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	Carrie Elizabeth Ford	12/30/2024	Misdemeanor B	Yes	49.04 DRIVING WHILE INTOXICATED
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	DENNIS LEWIS BROWN	12/31/2024	Felony 3	Yes	22.01(b)(8) ASSAULT OF PREGNANT PERSON
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	Jeremy DeWayne Yates	12/31/2024	Felony 3	Yes	38.04(b)(2)(A) EVADING ARREST DET W/VEH
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	Michael Patterson	12/31/2024	Misdemeanor B	Yes	521.457(f)(f-1) DRIVING W/LIC INV W/PREV CONV/SUSP/W/O FIN R
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	DENNIS LEWIS BROWN	12/31/2024	State Jail Felony	Yes	31.03(e)(4)(A) THEFT PROP >=\$2,500<\$30K
Angelina	Precinct 1 Place 1	Justice of the Peace	Billy Ball	12/31/2024	DENNIS LEWIS BROWN	12/31/2024	State Jail Felony	Yes	31.03(e)(4)(C) THEFT OF FIREARM
Atascosa		Sheriff	Andrea Faz	12/31/2024	Richard Berrones	12/30/2024	Misdemeanor B	Yes	30.05(d)(1) CRIMINAL TRESPASS
Austin		Sheriff	Rick Yancey	12/31/2024	ISAIAH MORENO	12/30/2024	Felony 2	Yes	481.116(d) POSS CS PG 2 >= 4G < 400G
Austin		Sheriff	Rick Yancey	12/31/2024	YSHELL LEWIS	12/30/2024	Felony 2	Yes	481.115(d) POSS CS PG 1/1-B >=4G<200G
Austin		Sheriff	Rick Yancey	12/31/2024	TREIGHTEN FELTER	12/30/2024	Felony 3	Yes	38.11(g) PROH SUBSTANCE/ITEM IN CORR/CIV COM FACILITY
Austin		Sheriff	Rick Yancey	12/31/2024	ISAIAH MORENO	12/30/2024	Misdemeanor A	Yes	481.121(b)(2) POSS MARJ <= 4OZ > 2OZ
Austin		Sheriff	Rick Yancey	12/31/2024	TREIGHTEN FELTER	12/30/2024	Misdemeanor A	Yes	22.01(a)(1) ASSAULT CAUSES BODILY INJURY FAMILY MEMBER
Austin		Sheriff	Rick Yancey	12/31/2024	YSHELL LEWIS	12/30/2024	Misdemeanor B	Yes	481.121(b)(1) POSS MARJ < 2OZ
Bee		Sheriff	Milton Showalter	12/31/2024	JONATHAN MERLO	9/26/2024	Felony 1	No	481.112(d) MAN/DEL CS PG 1 >= 4G < 200G
Bee		Sheriff	Milton Showalter	12/31/2024	OSCAR LORENZO LUNA	9/26/2024	Felony 1	No	481.113(d) MAN/DEL CS PG 2 OR 2-A >= 4G <400G
Bee		Sheriff	Milton Showalter	12/31/2024	OSCAR LORENZO LUNA	9/26/2024	Felony 1	No	481.113(e) MAN/DEL CS PG 2 OR 2-A >= 400G
Bee		Sheriff	Milton Showalter	12/31/2024	DANNY HERNANDEZ FLORES	9/26/2024	Felony 2	No	481.112(c) MAN/DEL CS PG 1 >= 1G < 4G
Bee		Sheriff	Milton Showalter	12/31/2024	JONATHAN MERLO	9/26/2024	Felony 3	No	38.11(g) PROH SUBSTANCE/ITEM IN CORR/CIV COM FACILITY
Bee		Sheriff	Milton Showalter	12/31/2024	JONATHAN MERLO	9/26/2024	Felony 3	No	481.115(c) POSS CS PG 1/1-B >=1G<4G
Bee		Sheriff	Milton Showalter	12/31/2024	JONATHAN MERLO	9/26/2024	State Jail Felony	No	481.121(b)(3) POSS MARJ <= 5LBS > 4OZ
Bee		Sheriff	Milton Showalter	12/31/2024	OSCAR LORENZO LUNA	9/26/2024	State Jail Felony	No	481.121(b)(3) POSS MARJ <= 5LBS > 4OZ
Bee		Sheriff	Milton Showalter	12/31/2024	CHRISTOPHER RON CAMPOS	12/28/2024	State Jail Felony	Yes	30.02(c)(1) BURGLARY OF BUILDING
Bee		Sheriff	Milton Showalter	12/31/2024	CHRISTOPHER RON CAMPOS	12/28/2024	State Jail Felony	Yes	38.113(A) UNAUTH ABSENCE COMMUNITY CORRECTION FACILITY
Bee		Sheriff	Milton Showalter	12/31/2024	JARON ABRE PUGA	12/31/2024	Misdemeanor B	Yes	30.05(d)(1) CRIMINAL TRESPASS
Bell		Pretrial	Randy Dale	12/31/2024	DAVID EUGENE POLK	12/29/2024	State Jail Felony	Yes	481.115(b) POSS CS PG 1/1-B <1G
Bell		Pretrial	Randy Dale	12/31/2024	SCOTT ALTON VANEI SET	12/30/2024	Felony 2	Yes	40.00(b) DRIVING WHILE INTOXICATED 2ND OR MORE IAT

<https://www.txcourts.gov/bail/statistics-dashboards/>



# Judicial Directory



## THE TEXAS OFFICE OF COURT ADMINISTRATION Court Activity Reporting and Directory System

### Directory Search

[Home](#) | [Help](#)[Main](#) > Directory Search

To view our annual “published” version of the directory, click [here](#).

To run a query for information in our judicial directory database, use the search criteria below:

(Information in the judicial directory database is updated as new information is received from the courts or other sources; thus, it is more current.)

Search Type:	<input type="text" value="Court"/>		
Court Type:	<input type="text" value="All Court Types"/>	Court of Appeals District:	<input type="text" value="All Districts"/>
County:	<input type="text" value="All Counties"/>	Administrative Judicial Region:	<input type="text" value="All Regions"/>
Court:	<input type="text"/>	<input checked="" type="checkbox"/> District Primary Location Only	
Address City:	<input type="text" value="All Cities"/>		
Sort By:	<input type="text" value="County"/>		





# Judicial Directory Updates



- Directory updates, e.g., changes to the court's phone, email address, etc., should be made year-round, as needed
- Changes of judges should be reported ASAP



- <https://www.txcourts.gov/judicial-directory/directory-updates/>
- Email [judinfo@txcourts.gov](mailto:judinfo@txcourts.gov).

# *Coming Soon* - Court Analytics TX (CATX)

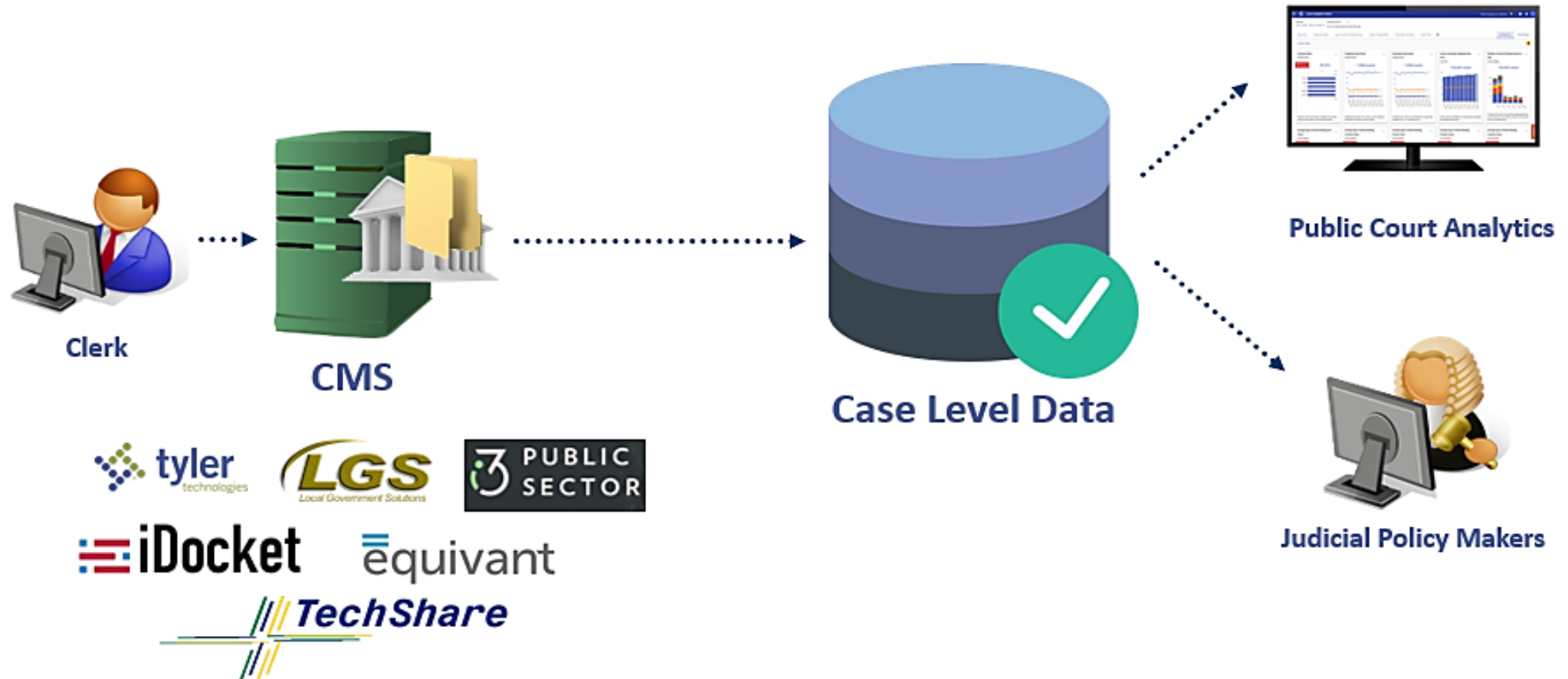
During the 88<sup>th</sup> Legislative Session, OCA Received funding to contract with a vendor to build a new statewide system to collect **Case-Level Data**. In September of 2024, a contract with OCA and Tyler Technologies was finalized to develop the system.



The purpose of this system is to design, implement, and maintain a robust statewide data warehouse and business intelligence system that will serve as a repository of court case level data for all court levels and case types across the State of Texas.

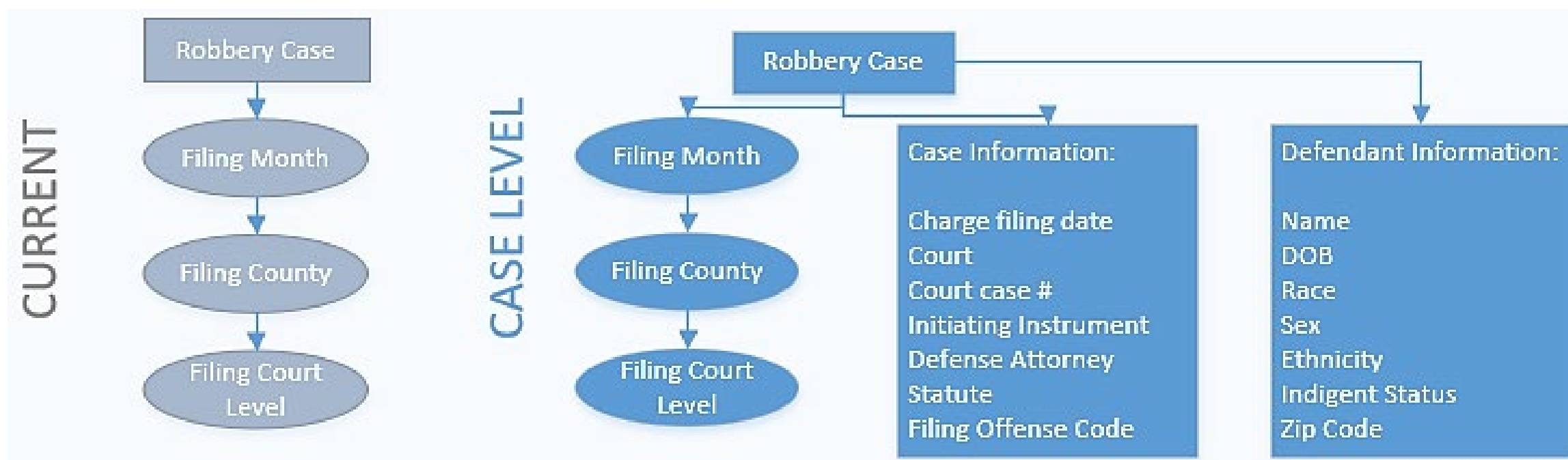
# How It Works - Integrated

LR



# CATX Data Collection

*Example:*



OCA is in the process of developing policy to guard PII (Personally Identifiable Information).



# CATX System Development

- ❑ **A standardized table** of case filings, dispositions, statistical closures, events, etc. will be established to provide a tool for mapping and reporting your case data through CATX.
- ❑ **Integration** will provide the ability for CATX to securely connect to specific fields in your case management system and pull the necessary data directly from your system, without requiring any reports to be submitted on your end.
- ❑ The **end goal** is to eliminate the requirement for the clerk to submit manually or electronically the OCA Monthly Report, with additional reporting requirements reviewed and evaluated during later phases of the project to see if they can be eliminated.



## Question Break

Join at [menti.com](https://menti.com) | use code **4380 7061**

What are you looking for in a court data/judicial directory dashboard?





# NEW--Regional Data Coordinator Program





## Why Regional Data Coordinators (aka Rangers)?

---

To provide resources and individual guidance/assistance to courts and clerk offices.

---

To provide comprehensive reviews and data checks for reports and assist in case clean-up efforts.

---

To assist in implementing checks for accurate and consistent reporting across the state.

---

To assist with “hands on” tasks by performing inventory and data clean-up efforts.

---

To perform as a liaison between judges, clerks, vendors, and court staff.

---

To guide the validation of case mappings and capturing data elements identified on the reports.

---

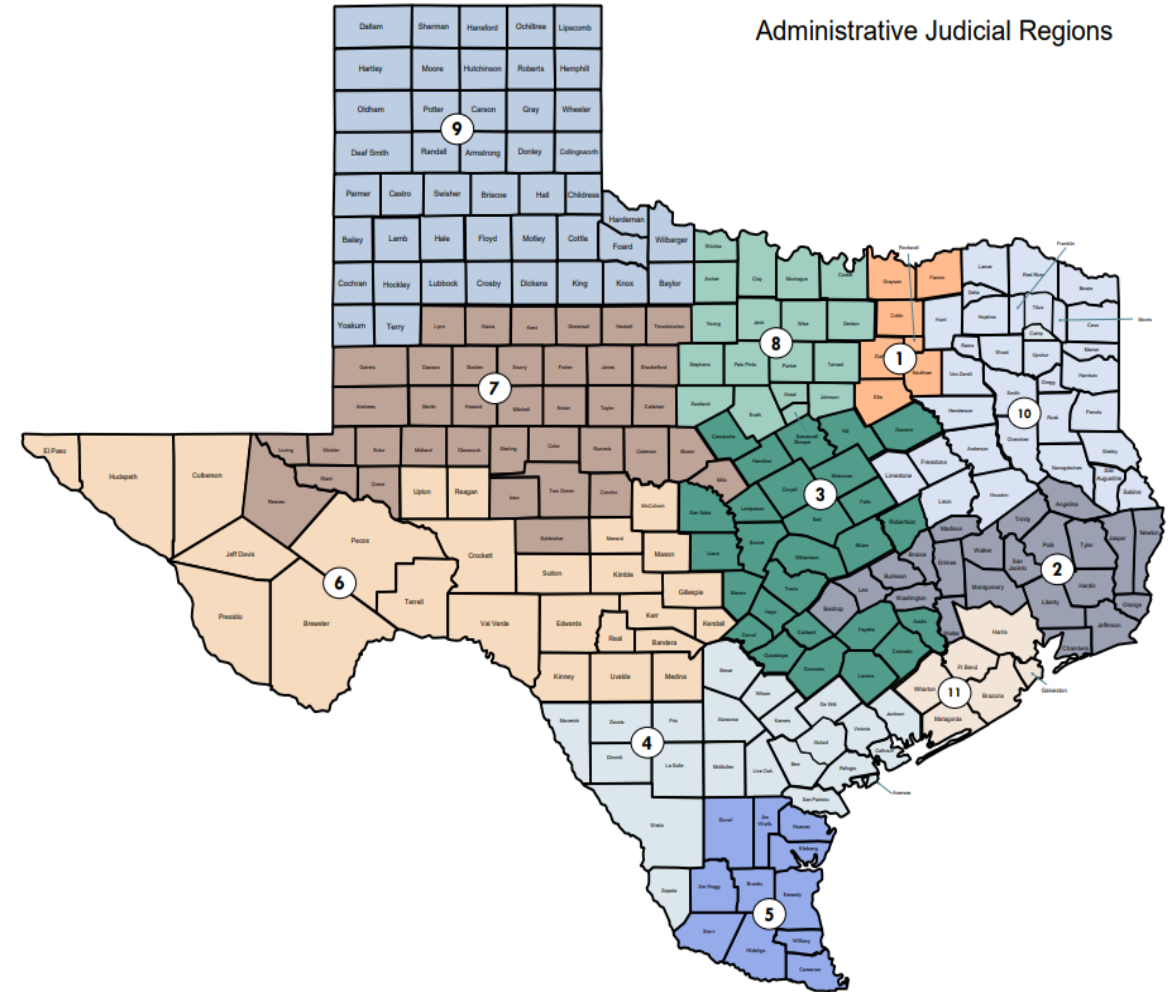
To help implement current and new reporting requirements and instructions.

---



# A Team Approach

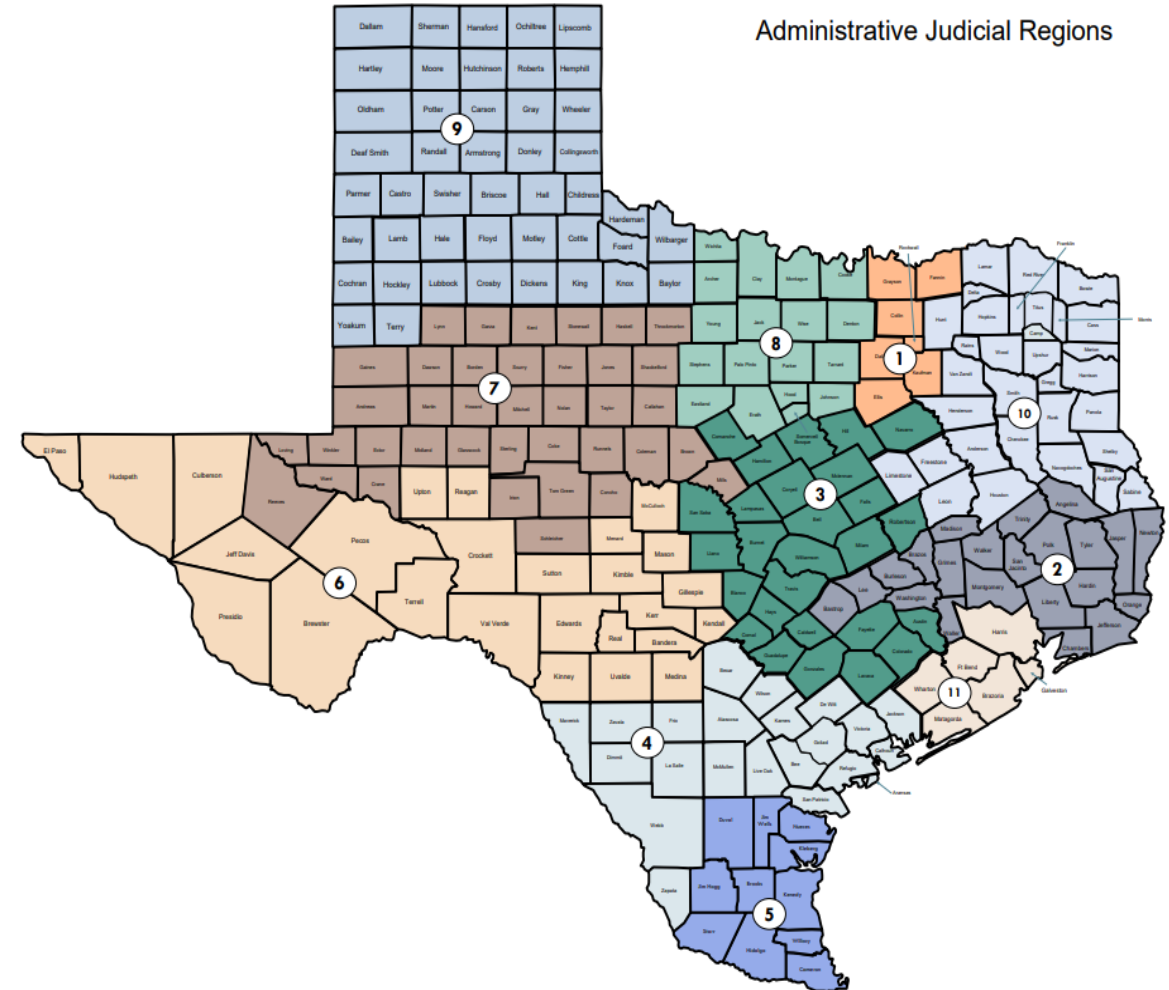
- ❑ Partnership with clerks and counties for improved reporting
- ❑ 11 positions with a dedicated representative for your area to contact
- ❑ **NOT** an auditing program, **INSTEAD** a solution-based program motivated to work as a team with the court, clerk, and staff
- ❑ Assists in bridging the gap with stakeholders to reach desired conclusions



# OCA Is Hiring!

And we're looking for professionals with knowledge of JP courts and case management systems to represent each AJR.

See <https://www.txcourts.gov/careers/>.



## OCA Contacts

**Data & Research Staff:** [judinfo@txcourts.gov](mailto:judinfo@txcourts.gov)

- Reporting questions
- Electronic submission issues
- Judicial Directory updates

**Main Judicial Information Line:** (737)295-2330

**Legal Staff:** [OCA-LegalSupport@txcourts.gov](mailto:OCA-LegalSupport@txcourts.gov)

- Fees and court costs questions

**Public Safety Report System:** [bail@txcourts.gov](mailto:bail@txcourts.gov)

- Reporting questions

**Service Desk:** [support@txcourts.gov](mailto:support@txcourts.gov)

- Password Resets





Office of Court Administration  
Data & Research Division

**Thank you!**

We appreciate your attention to quality data!

