



# *Administrative Office of the Courts*

The Administrative Office of the Courts (AOC) is the administrative arm of the State of Delaware Supreme Court. Established in 1971, the AOC provides a broad range of support services to the Delaware Courts in operations, information technology, legal, government relations, financial, administration and programs consistent with the statewide policies and goals established by the Chief Justice of the Supreme Court.



**State Court Administrator  
*Gayle P. Lafferty***

## *By the Numbers*



### ADMINISTRATIVE OFFICE OF THE COURTS

- Full Time Staff - 36
- Judicial Information Center - 39
- Law Library - 3
- Court Collections - 9

TOTAL: 87



### NON-JUDICIAL AGENCIES

- Full Time Staff - 52

TOTAL: 52



## Community Court

The Wilmington Community Court grant-funded initiative is an innovative effort by the Delaware Judiciary to break the cycle of crime before it starts by focusing on treatment and solving problems while ensuring public safety. Defendants are held accountable for their actions, but rather than using only incarceration or fines, community court looks to address the underlying issues that drive low-level, non-violent criminal behavior like drug addiction, mental health issues or unemployment, and connects defendants with needed services.

Wilmington Community Court's focus has narrowed to certain zip codes in Wilmington to increase collaboration between community partners and stakeholders such as the Treatment Access Center (TASC), West End Neighborhood House, Friendship House, and others. Cases are seen through the Court of Common Pleas and referrals are accepted from both Justice of the Peace Court and Court of Common Pleas.



**COMMUNITY**  
**COURT**  
**WILMINGTON**

### Total Participation 2020-2025

- 634 people enrolled in the Community Court program
- 525 people graduated or completed the program



### Fiscal Year 2025 Participation

- 21 people enrolled in the Community Court program
- 10 people graduated or completed the program





## Law Libraries

The Law Libraries provide legal research and information assistance to the Delaware Judiciary and access to print and digital legal research tools to members of the bar and the general public. There is one court law library in each of the state’s three counties. Currently, around half of those using the libraries and their services are those representing themselves in the Delaware Court system. The Law Libraries have been serving the Delaware Judiciary since 1911.



	Pro Se Litigants	Total Patrons*
New Castle	1,231	2,608
Kent	258	420
Sussex	111	241
Remote (Ask a Law Librarian)	484	616
<b>TOTAL</b>	<b>2,084</b>	<b>3,885</b>

\*includes Pro Se

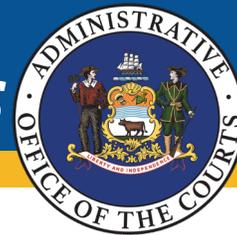
## Limited Legal Assistance Program

Volunteer attorneys meet with eligible self-represented litigants for a one-time, fifteen-minute meeting. The attorney will not meet with the self-represented litigant outside of the program, nor will the attorney represent the litigant in court.

There is no income eligibility for this service. Instead, to be eligible, people seeking assistance must not have received previous legal assistance regarding the same issue and their question must be one that can be asked and answered within the fifteen-minute time frame. People using the service will be directed to legal service providers and reference materials for further assistance.

### Limited Legal Assistance Program

Fiscal Year	Litigants Served
23	161
24	187
25	167



## OSCCE: Office of State Court Collections Enforcement

The Office of State Court Collections Enforcement (OSCCE) pursues the collection of court-ordered financial assessments through a variety of state and private sector sanctions to ensure the enforcement of Judicial Branch orders. These orders may include, but are not limited to, restitution, statutory surcharges, fines and court costs.

## Judicial Information Center

The mission of the Judicial Information Center is to provide strategic IT vision, leadership, and enterprise solutions to the Judicial Branch and its customers, ensuring efficient operations and secure, reliable, and timely access to information.

The Judicial Information Center (JIC) consists of the following units:

- A/V Telecom Team
- Business Solutions and Training Team
- Development Team
- Helpdesk/Technical Support Group
- Information Security
- Operations Team



Over the past year JIC's CASCADE Initiative to move all courts to a centralized E-Filing, Case Management, Document Management and Reporting system has marked several important milestones:

- Phase 1 was expanded to include the Court of Chancery without affecting the projected completion date of Nov. 2026.
- The Problem-Solving Court application launched in Sept. 2025.
- Civil Case Management 0.2.0 release was implemented in December of 2025.
- The CASCADE Initiative remains on time and in budget.

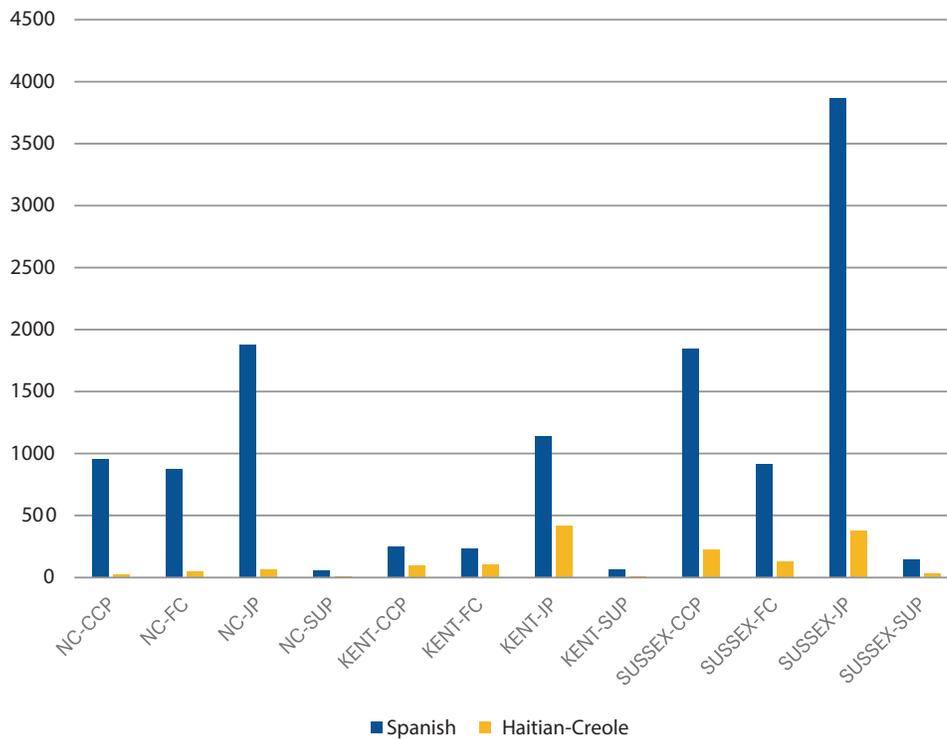


## Interpreter Services

The Delaware Judiciary provides language access to those with limited English proficiency and members of the Deaf and hard of hearing community. The Court Interpreter Program is managed by the Administrative Office of the Courts (AOC) under the direction of the Court Interpreter Advisory Board. Below are several charts detailing the demand for interpretation services.



**Fiscal Year 2025 Top Two Languages Requested by Court/County**



**Program Requests/Number of Litigants Statewide**

10,408 FY 22	12,651 FY 23	15,576 FY 24	17,411 FY 25
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**Fiscal Year 2025 Requests for Spoken Language Interpreter Services by Litigants**

86% Spanish	10% Haitian-Creole	1% Punjabi
1% Portuguese	1% Turkish	1% Other

# JUDICIAL BRANCH EMPLOYEES RECOGNIZED

## Sharay Knight – Judicial Branch Employee of the Year for 2024



Sharay Knight, a Judicial Case Manager 1 for the Court of Chancery, has been an employee of the branch since 2022 and was cited for her stellar customer service. Litigants who have worked with her praised her for her dedication and assistance that sometimes extended beyond regular court hours. When asked why she would take on additional work she simply replied, “Because it’s for the court.”

Knight’s industriousness has been particularly helpful at a time of high caseloads and staffing shortages downstate. “Sharay has proven willing to do whatever it takes to get the job done in a timely and professional manner. Sharay is a pleasure to be around and goes above and beyond her day-to-day responsibilities to ensure that the court is accessible to all,” wrote her nominator.

While there is supposed to be a one-to-one staffing ratio between case managers and judicial officers, Knight works for two judicial officers, assisted for a third, and after a staffing change, helped out with a fourth. “She did so without being asked and while continuing with her own responsibilities,” wrote her nominator. She keeps things running smoothly and efficiently and has impressed all who work with her – litigants, colleagues and judicial officers – with her “contribution and dedication to the mission of the Court of Chancery.”

### **OTHER NOMINEES**

Melissa Peters, Judicial Operations Manager, Justice of the Peace Court – Peters took on the challenge of the transfer of a court to a new location in February of this year. “She increased accountability, knowledge, coaching, and most importantly, morale,” wrote her nominator.

Brian Bashkow, Judicial Case Manager III, Prothonotary’s Office, Superior Court – Bashkow was praised as an exceptional case manager in the Prothonotary’s Office, most notably to Superior Court Judge Eric Davis, during the *Dominion v. Fox News* litigation, arguably the largest case Superior Court has ever handled. “Brian is known as being a great co-worker, always offering assistance, and in general an all-around wonderful person,” wrote his nominator.

Amber Durr, Senior Investigative Services Officer, Court of Common Pleas – Durr, who has been with the court since 2013, has consistently gone above and beyond her designated duties, making significant contributions in pre-sentence investigations and court reporting efforts among others. Her nominator wrote that Durr’s contributions to the judicial system statewide “have been immeasurable.”

Ashley Tucker, Deputy State Court Administrator, Administrative Office of the Courts – Tucker was praised for her unmatched work ethic and dedication. “Large or small, Ashley is instrumental in nearly every project the AOC is working on. Not only is she a ‘go to’ for legal matters, but she is also a ‘go to’ for everything else,” wrote her nominator. Her work on a statewide security audit and accessibility issues during this past year were also highlighted.

Meghan McCarthy, Mediation Unit Supervisor, Family Court – McCarthy, who has been with the court since 2016, was praised as “a subject matter expert in all things mediation” and a great resource to other managers and judicial officers. She was also praised for her high standards and customer service. “Meghan is an exemplary public servant,” her nominator wrote.



**DELAWARE COURTS**  
**JUDICIAL BRANCH**

Many thanks to the Presiding Judges, Court Administrators, court staff and others in the courts, and the Administrative Office of the Courts, for their efforts in preparing this Annual Report.

<http://courts.delaware.gov> (Delaware Judiciary)

<http://courts.delaware.gov/AOC/AnnualReports/FY25>  
2025 Annual Report, Statistical Report of the Delaware Judiciary and  
additional Delaware Courts background information

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