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IPA Correspondence

To: All IPA Firms
From: Auditor of State's Center for Audit Excellence
Subject: REDSS Procedures – Cuyahoga County Courts
Date: March 9, 2026

Attached are the REDSS procedures for testing at all applicable entity courts within Cuyahoga County. The REDSS (Regional Enterprise Data Sharing System) fee is an additional court cost of \$5 authorized under Ohio Revised Code § 2949.093 and assessed on each moving violation where an individual is convicted, pleads guilty, or forfeits bail in counties participating in a criminal justice regional information system.

IPAs conducting audit engagements that include a court hearing traffic or other moving violations will need to test these procedures. The procedures are intended to determine whether courts are properly assessing the fee per moving violation, as required by statute.

All results should be communicated to the Northeast Regional Chief Auditor, Allen Allred, at Akallred@ohioauditor.gov.

Questions can be directed to Tim Downey at Tpdowning@ohioauditor.gov with the Center for Audit Excellence



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REDSS Procedures

Objective:

To determine whether individual courts are properly assessing the additional court cost authorized under Ohio Revised Code Section 2949.093, which mandates that a fee (not exceeding \$5) be imposed for each moving violation where an individual is convicted, pleads guilty, or forfeits bail in counties participating in a criminal justice regional information system (CRIS).

In accordance with the clarification by Ohio Attorney General Opinion No. 2007-030, this fee is required to be applied per moving violation, not per case. This test will evaluate whether courts are:

- Correctly identifying qualifying violations,
- Charging the adopted fee the proper number of times per case,
- Accurately posting and remitting the fee,
- Complying with waiver requirements tied to indigency determinations.

1. Understand Court Fee Configuration

Procedure:

- Obtain the board of county commissioners written notice of the county's election to participate in the criminal justice regional information system (CRIS) and of the amount of the court cost set by the county (cost not exceeding \$5).
- Obtain and review the court's fee schedule and system setup to determine how the R.C. Section 2949.093 fee is programmed.
- Inquire with court personnel to understand whether the fee is assessed automatically or requires manual intervention.
- Document how the court ensures per-violation compliance with the statute.

2. Test 5 Transactions per Court

Procedure:

- Select 5 closed traffic cases from the audit period with two or more charges. Closed cases are those that include a final judgment on the violations.
- For each case:
 - Identify all moving violations that the individual was convicted of, pled guilty to, or forfeited bail on, and determine how many qualify as

"moving violations" per ORC Section 2949.093(H)(1) using the list below. This information will be found in the final judgment order.

- Calculate the expected court cost based on the rate set by the County Commissioners:
Number of moving violations where the individual was convicted, pled guilty, or forfeited bail × board-approved fee (e.g., \$5).
- Compare the expected total fee to the actual fee assessed in the case docket or ledger.
- If the fees or partial payment of the fees were collected, verify that the collected amounts were posted to the correct account and remitted to the county treasurer on the first business day of the following month.
- If the ORC Section 2949.093 fee was waived, review court documentation to confirm:
 - A formal indigency determination was made, and
 - All other court costs were also waived, in compliance with ORC Section 2949.093(D).

The Following would be considered common moving violations that the fee would apply to (this list is non-exhaustive):

Violation	Ohio Revised Code Section Reference
Speeding	4511.21
Running a red light	4511.13
Failure to yield	4511.43
Reckless operation	4511.20
Improper lane change	4511.33
Driving left of center	4511.29
Failure to signal	4511.39
Failure to stop for school bus	4511.75
Tailgating	4511.34
Driving without reasonable control	4511.202
Operating under the influence	4511.19

The following would not be considered moving violations for the fee collection:

Violation	Ohio Revised Code Section Reference
Seatbelt violations	4513.263
Parking violations	Various (e.g., 4511.68)
Expired vehicle registration	4503.11
Equipment violations (e.g., broken taillight)	4513.05
Loud exhaust	4513.22
Window tint violations	4513.241
Pedestrian infractions	4511.46
Driving without license in possession	4507.35