



PRESS RELEASE

**New York State
Unified Court System**

**Hon. Alan D. Oshrin
District Administrative Judge,
Tenth Judicial District (Suffolk Co.)**

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Frank Tropea is Suffolk County's Court Employee of the Month

CENTRAL ISLIP, N.Y. - Suffolk County's District Administrative Judge, Alan D. Oshrin, is pleased to announce that Frank Tropea, a Senior Court Clerk in the Criminal Records Office of the County Court, is being honored on March 14, 2002, as Employee of the Month for March.

Frank began his career in the Unified Court System in 1993 as a Court Officer in Brooklyn Family Court. In December of 1994, he was promoted to Senior Court Officer and assigned to Kings County Supreme Court where he remained until 1995 when he transferred to County Court in Suffolk County. Frank began his most recent assignment in the Criminal Records Office of County Court in November of 1997 when he was promoted to Senior Court Clerk and is presently responsible for the supervision of a staff of ten (10). Frank and his fellow employees in the Criminal Records Office are responsible for a wide variety of duties, including the processing of all incoming indictments and superior court informations for County Court and Supreme Court Criminal Term, the collection of fines and bail, the preparation and updating of court calendars, the assignment of judges to indictments, the

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preparation of notification letters to various agencies, and the handling of public inquiries. In addition, Frank personally is responsible for reviewing new felony cases and felony arrests, checking records of defendants, preparing risk assessments on convicted sex offenders in Suffolk County and updating the domestic violence registry in Suffolk County as well.

As one can see from the diverse nature of the above tasks, the Criminal Records Office is the nerve center of the County Court. It is fair to say that essentially all information relating to the County Court comes in and goes out of this very busy office. To adequately manage the tremendous volume of work generated in this office, requires dedicated and committed employees such as Frank and his staff.

Frank, an eight (8) year resident of Manorville, will be sharing this special day with his wife, Jeannine and their two (2) children, Alyssa, age 12 and Frank Jr., age 5 ½ .

Frank is being recognized for his unparalleled dedication and professionalism in carrying out his daily responsibilities and in so doing, positively contributing to the overall goals of the Unified Court System. In addition, he has consistently demonstrated outstanding leadership skills over the course of his nearly 4 ½ years working in the Criminal Records Office. Frank, a computer enthusiast, has gone above and beyond the requirements of his position. Working with his supervisor, Peter Scavo, Frank has created a database of forms that are used not only in the Criminal Records Office but in the Special Term and Parts Clerks Office as well. This innovation has streamlined the processing of paperwork generated in these offices and has vastly improved efficiency.

Most importantly, however, Frank has become known for his willingness to help his fellow employees and for demonstrating "hands-on" leadership in a professional atmosphere which makes those who work along side him even better.

In sum, Frank's tireless dedication and professionalism in carrying out his responsibilities benefit not only the judiciary but everyone that he is in contact with. The County Court in Suffolk County is truly a better place because of Frank Tropea and he is certainly most worthy of this month's Employee of the Month Award.

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