

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

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| DATE | 4/2/2013 |
| PREPARED BY | Patrick Farrales |
| OFFICE NAME | <u>Human Resources Services Office</u> |
| JUDICIAL COUNCIL DIRECTIVE NUMBER | 14 |
| JUDICIAL COUNCIL DIRECTIVE | E&P recommends that the Judicial Council direct the Administrative Director of the Courts to conduct a comprehensive review of the AOC position classification system as soon as possible. The focus of the review must be on identifying and correcting misallocated positions, particularly in managerial classes, and on achieving efficiencies by consolidating and reducing the number of classifications. |
| SEC RECOMMENDATION | The Executive Leadership Team must direct that a comprehensive review of the AOC position classification system begin as soon as possible. The focus of the review should be on identifying and correcting misallocated positions, particularly in managerial classes, and on achieving efficiencies by consolidating and reducing the number of classifications. The Chief Administrative Officer should be given lead responsibility for implementing this recommendation. |
| RESPONSE (check applicable boxes) | |
| <input type="checkbox"/> This directive has been completed and implemented: | |
| <input type="text"/> | |
| <input type="button" value="File Attachment"/> | |
| <input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration: | |
| <input type="text"/> | |
| <input type="button" value="File Attachment"/> | |
| <input checked="" type="checkbox"/> Other: | |
| <p>Before implementation of Directive 14 can occur, the Judicial Council must determine, under Directive 19, whether an outside entity will be used to conduct the organization-wide classification/compensation review.</p> <p>The Judicial Council deferred a decision on Directive 19 pending the results of the AOC's Request for Proposals (RFPs). The AOC will report back to the council on the cost estimates for conducting: (1) an organization-wide evaluation of the AOC's classification structure and compensation plan through the use of an outside entity; and (2) an organization-wide evaluation of the AOC's</p> | |

classification structure and compensation plan using a hybrid approach.

The Administrative Director will provide an interim report on the outcome of the classification/compensation study Request for Proposal (RFP) at the June 2013 council meeting.

Final report timeline is currently unknown, pending the Council's decision at the June 2013 session.

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

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| IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE | To be determined |
| RESOURCES REQUIRED FOR IMPLEMENTATION | Depending on the Council's proposed implementation methodology, the AOC may utilize external vendors for completion of this directive. |

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

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|---|---|
| <input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED |  File Attachment |
| <input type="checkbox"/> TRAINING UPDATED OR DEVELOPED |  File Attachment |
| <input type="checkbox"/> SAVINGS |  File Attachment |
| <input type="checkbox"/> COST |  File Attachment |
| <input type="checkbox"/> EFFICIENCIES |  File Attachment |
| <input type="checkbox"/> SERVICE LEVEL IMPACT |  File Attachment |
| <input type="checkbox"/> OTHER |  File Attachment |

ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL

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|--|---|
| ADOC REVIEW | Administrative Director of the Courts Review Date: <input type="text" value="4/10/2013"/> |
| EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW | |
| E&P REVIEW | Executive and Planning Review Date: <input type="text" value="4/17/2013"/> |