ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES
AOC RESTRUCTURING

DATE	4/2/2013
PREPARED BY	Bob Fleshman
OFFICE NAME	<u>Fiscal Services Office</u>

JUDICIAL COUNCIL DIRECTIVE NUMBER	93
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to ensure that the budget and fiscal management measures implemented by the AOC enable the Finance Division to improve the timeliness of processing contracts to better serve courts, contractors, vendors, and others.
SEC RECOMMENDATION	This division must make a commitment to processing contracts in more timely fashion, with an eye toward better serving courts, contractors, vendors, and others.

RESPONSE (check applicable boxes)

☐ This directive has been completed and implemented:

📎 File Attachment

☐ This directive is forwarded to the Judicial Council with options for consideration:

📎 File Attachment

☑ Other:

A complete report on this directive will be provided at the June 2013 Judicial Council meeting. In the meantime, this directive is being addressed through the AOC's ongoing contract process improvement efforts. Some examples of improvement efforts include procurement automation, periodic meetings with clients, and a dedicated, multidisciplinary contract advisory team focused on process improvement efforts.

📎 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

| **IMPLEMENTATION** | |

DATE OR PROJECTED IMPLEMENTATION DATE	June 2013
RESOURCES REQUIRED FOR IMPLEMENTATION	

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)	
☐ PROCEDURES/ POLICIES UPDATED OR DEVELOPED	📎 File Attachment
☐ TRAINING UPDATED OR DEVELOPED	📎 File Attachment
☐ SAVINGS	📎 File Attachment
☐ COST	📎 File Attachment
☐ EFFICIENCIES	📎 File Attachment
☐ SERVICE LEVEL IMPACT	📎 File Attachment
☐ OTHER	📎 File Attachment

ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL	
ADOC REVIEW	Administrative Director of the Courts Review Date: 4/10/2013

EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW	
E&P REVIEW	Executive and Planning Review Date: 4/17/2013