

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	9/25/2012
PREPARED BY	Chad Finke
OFFICE NAME	<u>Court Operations Special Services Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	65.1
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council support SEC Recommendation 7 -12(a) with no further action, due to the temporary suspension of the Kleps Program initiated to reduce branch costs.
SEC RECOMMENDATION	The Promising and Effective Programs Unit functions are largely discretionary and should be considered for reduction or elimination, resulting in position savings. Consideration should be given to the following: To save resources, the Kleps Award Program should be suspended temporarily.
RESPONSE (check applicable boxes)	
<input checked="" type="checkbox"/> This directive has been completed and implemented:	
In early May 2012, Hon. Ronald Robie, Chair of the Kleps Award Committee, decided to postpone the 2012-2013 Kleps Award Cycle. Additionally, the AOC has not requested that the Trial Court Budget Working Group recommend allocating any special funds to the Kleps Award Program in FY 12-13 (\$20,000 was allocated in FY 11-12). Lastly, the former lead staff to the Kleps Award Committee has been reassigned to other duties within the AOC, specifically as lead staff to the Trial Court Presiding Judges Advisory Committee. Thus, no staff resources are being devoted to the Kleps Award Program at this time.	
<input type="checkbox"/> File Attachment	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<input type="checkbox"/> File Attachment	
<input type="checkbox"/> Other:	
<input type="checkbox"/> File Attachment	

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	May 2012
RESOURCES REQUIRED FOR IMPLEMENTATION	None

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input checked="" type="checkbox"/> SAVINGS	<p>Eliminating the function of lead staff to the Kleps Award Committee allowed for the abolishment of a funded position left vacant through the AOC's second Voluntary Separation Incentive Program. Salary and benefit savings were approximately \$120,000/year (all General Fund).</p> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> COST	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> EFFICIENCIES	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input checked="" type="checkbox"/> SERVICE LEVEL IMPACT	<p>Some courts have expressed a concern that postponing or outright eliminating the Kleps Award Program will take away a valuable tool for the courts to share innovative ideas on how to run their operations more efficiently. We continue to look for opportunities to facilitate such sharing, simply outside the context of a formal awards program.</p> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> OTHER	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>

ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL

ADOC REVIEW	Administrative Director of the Courts Review Date: 10/5/2012
--------------------	--

EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW

E&P REVIEW

Executive and Planning Review Date: