

CALAVERAS

Population: 45,171 • Authorized Judges: 2 • Staff: 22 FTE

Civil Filings: 583 • Criminal Filings: 5,090 • Family/Juvenile Filings: 668 • Other Filings: 155

OPERATIONAL CHALLENGES

Lack of Administrative Assistant to the Judge and Administration.

- **The absences of an individual to manage courtroom resources (assigned judges, court reporters and interpreters) needed for calendars causes' other aspects of that clerk's job to diminish.**
- **Judges have no assistant to them. CEO has to provide oversight for courtroom resources.**
- **Civil Grand Jury foreperson does not have a signal point of contact.**

Ensure court clerks are available when and how people need them.

- **We are open from 8:15AM to 3:00PM and there is a need for us to restore our hours to 4:00 PM.**

Having only one court reporter causes cases to be continued leading to delays.

Protect families with emergency orders and restore family stability with mediated custody agreements.

- **Mediation is usually 6 to 8 weeks out since we only have a .20 FTE mediator.**

Reduce wait time for sealing/expunging criminal records to help people get jobs and to protect privacy.

- **5 month delay processing sealing orders pursuant to W&I 786.**

Help more self-represented litigants in family and housing cases with at the Self Help/Facilitator's office.

- **Self-help is available 5 days a week, but we may have to close on Fridays due to staffing.**
- **Family Law Facilitator services are only available 3 days a week.**

PRIORITIES FOR REINVESTMENT

Assuming an additional investment in operations funds, we intend to...

- Hire an Administrative Assistant for scheduling and calendar management. Scheduling visiting judges is very time consuming especially with a judicial vacancy in a two judge court and being a paperless court creates additional scheduling challenges. Since we're located in a rural area there are no interpreters so its very time consuming as our interpreter needs expand. There clerk currently performing those duties is also the appeals so moving the appeals to a clerk would reduce the need to ask for extensions for submitting appeals. Assist Civil Grand Jury Foreperson.
- An additional clerk would reduce wait times by 15 minutes per person and make sure there is a clerk available to answer the phone and work the counter. This will also help with reduce delays with transfers and sealing orders.
- Hire a half-time court reporter currently we only have one reporter. Per Diem or contractors are getting increasingly hard to find, it is getting difficult to cover mandated matters.
- Address inflationary cost increases and make needed adjustments to recruit qualified candidates and retain experienced staff.
- Increase Family Law Mediator from .20 to .40 FTE to reduce wait time for custody/visitation mediation.
- Keep Self-Help/Facilitator's Office open 5 days a week.
- Increase the percent of FTE for Family Law Facilitator in self-help to serve more people in a day and/or increase services to 4 or 5 days a week.