

# Plan Template

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## ACTION PLAN

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MARIPOSA

### *Strategy 5.1 Develop needed specialty courts*

#### *Objective 5.1.1 Establish Domestic Violence Court*

<b><i>Tasks:</i></b>	<b><i>Who</i></b>	<b><i>When</i></b>	<b><i>Fiscal Year</i></b>
Study need for domestic violence court and gather information on successful court models	Court Executive Officer/Bench	July 2002	2002-2003
Prepare proposal and plan for implementation of Domestic Violence Courts	Court Executive Officer/Bench	August 2002	2002-2003
Implement court and evaluate success of program. Coordinate with other agencies as needed.	Court Executive Officer/Bench	January 2003	2002-2003



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## ACTION PLAN

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MARIPOSA

### *Strategy 5.1 Develop needed specialty courts*

#### *Objective 5.1.2 Develop possible mobile court unit in conjunction with adjacent counties*

<b>Tasks:</b>	<b>Who</b>	<b>When</b>	<b>Fiscal Year</b>
Meet with officials and residents of out-lying communities to study need for remote access for service, optimum location for remote presence, and services to be provided.	Court Executive Officer/Executive Staff of other courts participating	July 2002	2002-2003
Prepare needs assessment after analysis of options and develop recommendations for review and approval of the Bench	Court Executive Officer/Executive Staff of other courts participating	August 2002	2002-2003
Plan and implement priorities, obtain funding and resources	Court Executive Officer/Executive Staff of other courts participating	September 2002	2002-2003
Purchase or lease mobile unit, select and install technology needed for mobile unit, and prepare mobile unit to function remotely.	Court Executive Officer/Executive Staff of other courts participating/Court Systems Analyst	December 2002	2002-2003
Implement mobile unit program and evaluate programs to increase court access to ensure they are meeting community needs and goals	Court Executive Officer/Executive Staff of other courts participating	April 2003	2002-2003



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## ACTION PLAN

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF MARIPOSA

### *Strategy 5.1 Develop needed specialty courts*

#### *Objective 5.1.3 Develop self-help center for self-represented litigants*

<b>Tasks:</b>	<b>Who</b>	<b>When</b>	<b>Fiscal Year</b>
Meet with furniture company and decide on appropriate desk, counter, and if needed partitions for self-help center room	Court Executive Officer	July 2002	2002-2003
Work with data processing vendors to assess needs for computer and printer, as well as any link-ups to Internet web sites, software.	Court Executive/Court Systems Analyst/ Facilitators of County Family Law, Small Claims Facilitator Programs	July 2002	2002-2003
Work with video vendors to assess needs for video instruction tapes for self-represented litigants	Court Executive Officer/Facilitators of County Family Law, Small Claims Facilitator Programs	August 2002	2002-2003
Order furniture, computer equipment, software, and video instruction tapes for self-help center.	Court Executive Officer	September 2002	2002-2003
Prepare any written instructions for public and determine tasks court employees designated to provide assistance in the self-help center will have to perform	Presiding Judge/Court Executive Officer/Court Supervisor/ Facilitators of County Family Law, Small Claims Facilitator	September 2002	2002-2003



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	Programs		
<b>Tasks:</b>	<b>Who</b>	<b>When</b>	<b>Fiscal Year</b>
Develop feedback questionnaires for use by self-represented litigants to assess effectiveness of self-help center.	Presiding Judge/Court Executive Officer/Court Supervisor/ Facilitators of County Family Law, Small Claims Facilitator Programs	November 2002	2002-2003
Designate court employees who will be providing assistance in self-help center and train them on their duties.	Court Executive Officer/Court Supervisor	December 2002	2002-2003
Notify public through newspaper, radio and public meetings about implementation of self-help center and purpose.	Presiding Judge/Court Executive Officer	January 2003	2002-2003
Install furniture, PC and printer, VCR and television, video instruction tapes	Court Executive Officer/Court Systems Analyst/Court Supervisor	January 2003	2002-2003
Implement self-help center with continuing maintenance of statistics as to use.	Court Executive Officer/Court Systems Analyst/Court Supervisor	February 2003	2002-2003
Continue to analyze self-represented litigant questionnaires for purposes of continuing improvement.	Court Executive Officer/Court Supervisor/ Facilitators of County Family Law, Small Claims Facilitator Programs	Ongoing	Ongoing

