

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	4/2/2013
PREPARED BY	Malcolm Franklin
OFFICE NAME	<u>Office of Security</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	125
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to return to the Judicial Council with an analysis, defining the necessary emergency response and security functions for the branch and a recommendation on the organizational plan for council approval.
SEC RECOMMENDATION	<p>There is no need for a stand-alone Office of Emergency Response and Security. Most necessary functions performed by the office can be reassigned and absorbed by existing units in the Judicial and Court Operations Services Division.</p> <p>The functions of this office should be refocused and limited to those reasonably required by statute or by the Rules of Court, primarily including review of security plans for new and existing facilities; review of court security equipment, if requested by the courts; and review of emergency plans.</p> <p>Reductions in this office are feasible. The office cannot effectively provide branch-wide judicial security and online protection for all judicial officers. Positions allocated for such functions should be eliminated. The Administrative Director should evaluate whether some activities undertaken by this office are cost effective, such as judicial security and online protection functions.</p>
RESPONSE (check applicable boxes)	
<input type="checkbox"/> This directive has been completed and implemented:	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<input checked="" type="checkbox"/> Other:	

The Administrative Director of the Courts (ADOC) provided an organizational analysis of the Office of Security to the council at the December 14, 2012, council meeting and proposed the establishment of a Court Security Advisory Committee, which would then review the activities of the Office of Security.







The ADOC will provide an interim report to the council at the July 2013 council meeting to address the status of establishing the proposed Court Security Advisory Committee. It is planned that once the Court Security Advisory Committee is ultimately formed and has reviewed the Office of Security's activities, the ADOC will provide a report on this review to the council (tentatively planned for March 2014).

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	July 2013 for interim report and March 2014 for final report.
RESOURCES REQUIRED FOR IMPLEMENTATION	(1) E&P to propose the council establish a Court Security Advisory Committee and make decisions on membership and charge; (2) AOC staff to assist with appointments, rosters, and meetings; (3) ADOC to provide reports to council.

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> <p> File Attachment</p>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p> File Attachment</p>
<input type="checkbox"/> SAVINGS	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p> File Attachment</p>
<input type="checkbox"/> COST	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p> File Attachment</p>
<input type="checkbox"/> EFFICIENCIES	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p> File Attachment</p>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p> File Attachment</p>
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

<input type="checkbox"/> OTHER	<input type="text" value="File Attachment"/>
ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL	
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"/>