

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	4/2/2013
PREPARED BY	Patrick Farrales
OFFICE NAME	<u>Human Resources Services Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	15
JUDICIAL COUNCIL DIRECTIVE	The Administrative Office of the Courts must also undertake a comprehensive review of the AOC compensation system as soon as possible. The AOC must review all compensation-related policies and procedures, including those contained in the AOC Personnel Policies and Procedures Manual.
SEC RECOMMENDATION	The Executive Leadership Team must direct that a comprehensive review of the AOC compensation system be undertaken as soon as possible. All compensation-related policies and procedures must be reviewed, including those contained in the AOC personnel manual. AOC staff should be used to conduct this review to the extent possible. If outside consultants are required, such work could be combined with the classification review that is recommended above. The Chief Administrative Officer should be given lead responsibility for implementing this recommendation.
RESPONSE (check applicable boxes)	
<input type="checkbox"/> This directive has been completed and implemented:	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<input type="checkbox"/> File Attachment	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<input type="checkbox"/> File Attachment	
<input checked="" type="checkbox"/> Other:	
<p>Before implementation of Directive 15 can occur, the Judicial Council must determine, under Directive 19, whether an outside entity will be used to conduct the organization-wide classification/compensation review.</p> <p>The Judicial Council deferred a decision on Directive 19 pending the results of the AOC's Request for Proposals (RFPs). The AOC will report back to the council on the cost estimates for conducting: (1) an organization-wide evaluation of the AOC's classification structure and compensation plan through the use of an outside entity; and (2) an organization-wide evaluation of the AOC's</p>	

classification structure and compensation plan using a hybrid approach.

The Administrative Director will provide an interim report on the outcome of the classification/compensation study Request for Proposal (RFP) at the June 2013 council meeting.








Final report timeline is currently unknown, pending the Council's decision at the June 2013 session.

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	To be determined
RESOURCES REQUIRED FOR IMPLEMENTATION	Depending on the Council's proposed implementation methodology, the AOC may utilize external vendors for completion of this directive.

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<input type="text"/>  File Attachment
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<input type="text"/>  File Attachment
<input type="checkbox"/> SAVINGS	<input type="text"/>  File Attachment
<input type="checkbox"/> COST	<input type="text"/>  File Attachment
<input type="checkbox"/> EFFICIENCIES	<input type="text"/>  File Attachment
<input type="checkbox"/> SERVICE LEVEL IMPACT	<input type="text"/>  File Attachment
<input type="checkbox"/> OTHER	<input type="text"/>  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"/>