

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING


DATE	6/6/2013
PREPARED BY	Diane Nunn
OFFICE NAME	<u>Center for Families, Children & the Courts</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	52.1
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-4(b) and (c) and implement the necessary organizational and staffing changes, taking into account the results of the classification and compensation studies to be completed.
SEC RECOMMENDATION	CFCC's current number of authorized positions should be reduced. To achieve the reduction, these areas should be reviewed and considered, and appropriate actions taken: The CFCC has numerous grant-funded positions, including five in its Rules and Forms Unit. Implementation of our recommendations for the AOC's Grants and Rule-making Processes could result in some reductions in these positions.
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"/> This directive is forwarded to the Judicial Council with options for consideration: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<input checked="" type="checkbox"/> Other: <p>Program restructuring and operational changes have resulted in workforce reductions and elimination of the CFCC Rules and Forms Unit. The production of new or revised rules and forms follows new guidance from the Judicial Council's Rules and Projects Committee. Work on individual proposals is decentralized, with proposals assigned across CFCC to appropriate subject matter experts.</p> <p>Between March 31, 2011 and March 31, 2012, CFCC staffing has been reduced from 100 positions to 72 positions. Workforce reductions were nearly equivalent in positions funded by CFCC's general</p>	

fund allocation (33%) and other funding sources (27%). Within this period, CFCC also released 5 agency temporary employees.

Current staff are supported by CFCC's general fund allocation as well as by longstanding state and federal allocations for specified services to California Courts:

- AB131 reimbursement from Court Appointed Counsel Cost Recovery (funds approved annually by the Trial Court Budget Advisory Committee);
- California Comprehensive Drug Court Implementation Act, funding education, technical assistance and Substance Abuse Focus Grants (funded since 2000);
- California Equal Access Fund, supporting legal services and partnership grants (funded since 1999);
- Allocations from federal programs supporting Juvenile Court Improvement (funded since 1995) and Access to Visitation programs (funded since 1998);
- Funding from Proposition 63, the California Mental Health Services Act (funded since its inception in 2008);
- Family Law Trust Fund, created by AB233, supported by fees for certified copies of marriage certificates and dissolutions, to provide support services to family courts (funded since 1998);
- California Department of Child Support Services, to support services to AB1058 child support commissioners and family law facilitators (funded since 1997);
- California Department of Social Services for Judicial Resources and Technical Assistance supporting compliance with Title I-E requirements (funded since 1995);
- California Department of Social Services for training and technical assistance to support compliance with the Indian Child Welfare Act (funded since 2003);
- Federal Violence Against Women Act funding for judicial education in domestic violence, sexual assault, stalking, teen dating violence, human trafficking, and elder abuse (funded since 2001).

Further details are provided in the attached report.








13 June Directive 52 1
Report.docx
Microsoft Office Word
Document
22.5 KB

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	<input style="width: 100%; height: 20px;" type="text"/>
RESOURCES REQUIRED FOR IMPLEMENTATION	<input style="width: 100%; height: 20px;" type="text"/>

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<input style="width: 100%; height: 20px;" type="text"/> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<input style="width: 100%; height: 20px;" type="text"/> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
	<input style="width: 100%; height: 20px;" type="text" value="Workforce reductions in the Rules and Forms: \$171,137"/>

<input checked="" type="checkbox"/> SAVINGS	<input type="text"/> <input type="text"/>  File Attachment
<input type="checkbox"/> COST	<input type="text"/> <input type="text"/>  File Attachment
<input type="checkbox"/> EFFICIENCIES	<input type="text"/> <input type="text"/>  File Attachment
<input type="checkbox"/> SERVICE LEVEL IMPACT	<input type="text"/> <input type="text"/>  File Attachment
<input type="checkbox"/> OTHER	<input type="text"/> <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="6/13/2013"/>
EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW	
E&P REVIEW	Executive and Planning Review Date: <input type="text" value="6/17/2013"/>

Implementation of Judicial Council Directive #52.1

Judicial Council Directive #52.1

E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-4(b) and (c) and implement the necessary organizational and staffing changes, taking into account the results of the classification and compensation studies to be completed.

Corresponding SEC Recommendation

CFCC's current number of authorized positions should be reduced. To achieve the reduction, these areas should be reviewed and considered, and appropriate actions taken:

(c) The CFCC has numerous grant-funded positions, including five in its Rules and Forms Unit. Implementation of our recommendations for the AOC's Grants and Rulemaking Processes could result in some reductions in these positions.

Directive #52.1 Assessment and Proposal

Judicial Council Directive 52.1 requires the Administrative Director of the Courts to report to the council on the results and status of AOC restructuring at the February 2013 council meeting.

Rules and Forms Unit: Restructuring and Operational Changes

The "Rules and Forms" unit was eliminated in CFCC's program restructuring and operational changes have eliminated CFCC's "Rules and Forms & Online Resources" Unit. Two positions were eliminated and remaining staff consolidated in a Juvenile Court Assistance unit. Staffing for mandated rules and forms items has been decentralized, with work distributed to staff across CFCC, based on subject-matter expertise.

CFCC follows the new guidance from the Judicial Council's Rules and Projects Committee (RUPRO) and only works with advisory committees and task forces to propose items that meet the criteria set forth by RUPRO and as approved in annual agenda. Specifically, criteria for any proposal for a new or revised form or rule must be: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

CFCC Workforce Reductions and Current Funding

Currently, CFCC's general fund allocation supports 14 positions. The remaining 58 positions are longstanding state and federal allocations for specified services to California Courts:

- AB131 reimbursement from Court Appointed Counsel Cost Recovery (funds approved annually by the Trial Court Budget Advisory Committee);
- California Comprehensive Drug Court Implementation Act, funding education, technical assistance and Substance Abuse Focus Grants (funded since 2000);
- California Equal Access Fund, supporting legal services and partnership grants (funded since 1999);
- Allocations from federal programs supporting Juvenile Court Improvement (funded since 1995) and Access to Visitation programs (funded since 1998) ;
- Funding from Proposition 63, the California Mental Health Services Act (funded since its inception in 2008);
- Family Law Trust Fund, created by AB233, supported by fees for certified copies of marriage certificates and dissolutions, to provide services to family courts (funded since 1998);
- California Department of Child Support Services, to support services to AB1058 child support commissioners and family law facilitators (funded since 1997);
- California Department of Social Services for Judicial Resources and Technical Assistance supporting compliance with Title IV-E requirements (funded since 1995);
- California Department of Social Services for training and technical assistance to support compliance with the Indian Child Welfare Act (funded since 2003);
- Federal Violence Against Women Act funding for judicial education in domestic violence, sexual assault, stalking, teen dating violence, human trafficking, and elder abuse (funded since 2001).

Table 1 below compares the number of reductions in CFCC positions between March 31, 2011 and March 31, 2013. Within that period, the number of CFCC authorized positions has been reduced from 100 to 72. In addition, five agency temp positions have been eliminated.

Reductions in positions funded by CFCC's general fund allocation are just slightly higher than reductions in CFCC positions funded by other sources. The overall reduction in CFCC positions for this period is 28%. The reduction in CFCC's positions funded by its general fund allocation is 7 (33%); the reduction in positions funded by other sources is 21 (27%).

Table 1:¹ Funding for CFCC Positions: 2011 and 2013 Comparison²

General Fund	Funding Established	Positions 3/31/11	Positions 3/31/13
CFCC Operating Unit	N/A	21	14
AB 131 Court Appointed Counsel Cost Recovery	2011	2	2 ³
Comprehensive Drug Court Implementation	2000	6	6
Equal Access Grant	1999	3	3
Federal Trust Fund			
Juvenile Court Improvement Appropriation	1995	20	16
Access to Visitation Fund	1998	2	1
Mental Health Services Fund	2008	7	6
Family Law Trust Fund	1998	17	9
General Fund Reimbursements			
CA Dept. of Child Support Services: AB1058 Child Support Allocation	1997	9	8
CA Dept. of Social Services: Judicial Resources and Technical Assistance	1995	4	2
CA Dept. of Social Services: Indian Child Welfare Act	2003	2	2
CalEMA: Violence Against Women Act (VAWA)	2001	3	3
CalEMA: VAWA Recovery Funds	2008	1	0
AOC General Fund			
Blue Ribbon Commission	2006	2	0
Judge in Residence	2006	1	0
TOTAL POSITIONS (Filled and Vacant)		100	72

¹ This table is based on data from the March 31, 2011 HR Position Status Report and The Administrative Office of the Courts Staffing Report as of March 31, 2013.

² Employees can charge project time to sources other than the CFCC Operating Unit when appropriate.

³ These two positions are reimbursed by Court Appointed Counsel Cost Recovery