

ACTIVITY REPORTING AND PROPOSAL FORM


JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	5/22/2013
PREPARED BY	Patrick Farrales
OFFICE NAME	<u>Human Resources Services Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	81
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-20(b), taking into account the results of the classification and compensation studies to be completed.
SEC RECOMMENDATION	<p>The Education Division's current staffing level is one of the highest in the AOC and should be reduced. To achieve the reduction, the following areas should be reviewed and considered, and appropriate actions taken:</p> <p>(b) There are in excess of a dozen attorney positions in the Education Division in units such as Design and Consulting, and Publications and Resources, in addition to the Judicial Education unit. All attorney position allocations should be reviewed with a goal of reducing their numbers and/or reallocating them to non-attorney classifications. In particular, education specialist positions are staffed by attorneys, a staffing practice that appears unnecessary.</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:	
<p>On May 31, 2011, a total of 104 individuals worked in the Education Division/CJER (regular, 909, and Apple One temporary employees). At the end of April 2013, a total of 70 individuals work in CJER.</p> <p>Before implementation of Directive 81 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>	

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 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. In the interim, the AOC will conduct a review on the use of attorney positions in private and public sector organizations. Ultimately, data from both studies will guide the AOC in determining the appropriate use and number of attorneys within the organization.

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	
RESOURCES REQUIRED FOR IMPLEMENTATION	

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<div data-bbox="500 1100 1386 1142" style="border: 1px solid black; height: 20px; width: 100%;"></div> <div data-bbox="516 1163 818 1226" style="border: 1px solid black; padding: 2px;"> File Attachment</div>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<div data-bbox="500 1243 1386 1285" style="border: 1px solid black; height: 20px; width: 100%;"></div> <div data-bbox="516 1306 818 1369" style="border: 1px solid black; padding: 2px;"> File Attachment</div>
<input type="checkbox"/> SAVINGS	<div data-bbox="500 1377 1386 1419" style="border: 1px solid black; height: 20px; width: 100%;"></div> <div data-bbox="516 1440 818 1503" style="border: 1px solid black; padding: 2px;"> File Attachment</div>
<input type="checkbox"/> COST	<div data-bbox="500 1512 1386 1554" style="border: 1px solid black; height: 20px; width: 100%;"></div> <div data-bbox="516 1575 818 1638" style="border: 1px solid black; padding: 2px;"> File Attachment</div>
<input type="checkbox"/> EFFICIENCIES	<div data-bbox="500 1646 1386 1688" style="border: 1px solid black; height: 20px; width: 100%;"></div> <div data-bbox="516 1709 818 1772" style="border: 1px solid black; padding: 2px;"> File Attachment</div>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<div data-bbox="500 1780 1386 1822" style="border: 1px solid black; height: 20px; width: 100%;"></div>

	<input type="text" value="File Attachment"/>
<input type="checkbox"/> OTHER	<input type="text"/> <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="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"/>