## JUDICIAL COUNCIL HR METRICS BY OFFICE
### DATA AS OF APRIL 29, 2016
(End of April Pay Period)

### JUDICIAL COUNCIL STAFFING NUMBERS BY OFFICE 

<table>
<thead>
<tr>
<th>STAFFING</th>
<th>Executive Office</th>
<th>Governmental Affairs</th>
<th>Audit Services</th>
<th>Legal Services</th>
<th>Judicial Council Support</th>
<th>Communications</th>
<th>Special Projects</th>
<th>Trial Court Liaison</th>
<th>Center for Families, Child &amp; Courts</th>
<th>Court Operations Services</th>
<th>Criminal Justice Services</th>
<th>Center for Judiciary Education &amp; Research</th>
<th>Appellate Court Services</th>
<th>Capital Programs</th>
<th>Finance</th>
<th>Human Resources</th>
<th>Information Technology</th>
<th>Admin Support</th>
<th>Real Estate &amp; Facilities Agent</th>
<th>Trial Court Admin Services</th>
<th>Judicial Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>Authorized Position (FTE)</td>
<td>9.00</td>
<td>12.00</td>
<td>14.00</td>
<td>58.00</td>
<td>11.80</td>
<td>8.00</td>
<td>8.00</td>
<td>8.00</td>
<td>66.00</td>
<td>40.60</td>
<td>22.00</td>
<td>48.50</td>
<td>6.00</td>
<td>56.00</td>
<td>83.00</td>
<td>42.00</td>
<td>118.00</td>
<td>29.80</td>
<td>88.00</td>
<td>87.00</td>
<td>815.70</td>
</tr>
<tr>
<td>Filled Authorized Position (FTE)</td>
<td>8.00</td>
<td>10.00</td>
<td>10.00</td>
<td>43.70</td>
<td>10.80</td>
<td>7.00</td>
<td>7.00</td>
<td>8.00</td>
<td>51.35</td>
<td>36.43</td>
<td>13.40</td>
<td>42.30</td>
<td>5.00</td>
<td>46.00</td>
<td>65.00</td>
<td>37.00</td>
<td>100.88</td>
<td>29.00</td>
<td>80.00</td>
<td>81.00</td>
<td>691.86</td>
</tr>
</tbody>
</table>

### Definitions:

**Authorized Position (FTE)**
- Authorized positions include all regular ongoing positions approved in the Budget Act for that year. The number is based on the position’s approved full-time equivalency.

**Filled Authorized Position (FTE)**
- Filled authorized positions are the number of authorized positions filled based on the employee’s full-time equivalency.

**Headcount - Employees**
- The actual count of persons employed by the Judicial Council, regardless of FTE. This number could be more than the FTE count due to part-time employees being counted as “1”. This count does not include Judicial Council Temporary Employees (909) or Employment Agency Temporary Workers.

**Vacancy (FTE)**
- The number of vacancies is the number of authorized positions minus the number of filled authorized positions.

**Vacancy Rate (FTE)**
- Vacancy Rate is calculated by dividing the number of authorized positions by the number of vacant authorized positions. This number excludes temporary employees ("909" funded employees). See definition of temporary employees below.

**Executive Office**
- Judicial Council Temporary Employees (909) - These are work-from-home employees who are not included in the full-time equivalency calculation. They are not included in any full-time equivalency calculation, thus the number of 909s may vary from month to month.

**Governmental Affairs**
- Temporary: Employees employed on a temporary basis - they do not receive full benefits (but do receive CalPERS retirement service credit).

**Audit Services**
- 909 Employee - An employee whose salary is not funded through the Budget Act and it is categorized by the Office of the State Controller as a temporary position or a temporary employee. 909 positions may be occupied by regular full-time employees due to the unavailability of an authorized vacant position. 909 Position - it is a position that may not be funded through the Budget Act and it is categorized by the Office of the State Controller as a temporary position used in the absence of an authorized position. 909 positions may be occupied by regular full-time employees due to the unavailability of an authorized vacant position. 909 Employee - An employee whose salary is not funded through the Budget Act. 909 employees may receive benefits if employed at least half-time and the term of employment is for more than six months. Types of "909" Temporary Employees include: Retired Annuitants: A retired annuitant is a retiree who is hired by his or her former employer or by another employer that participates in the same retirement system as the former employer. This includes a former participant in a state retirement system who has previously retired and who is currently receiving retirement benefits. Temporary: Employees employed on a temporary basis - they do not receive full benefits (but do receive CalPERS retirement service credit).

**Legal Services**
- Full Time Equivalency is the number of total maximum compensable hours designated in a year divided by actual hours worked in a year. For example, the work year is defined as 2,080 hours; one employee working for 1,040 hours each would consume .5 FTE.

**Judicial Council Support**
- Full Time Equivalency (FTE) is a measure of full-time equivalency used to represent the number of hours worked in a year divided by the number of hours required to complete one year of work. It is used to determine the number of full-time employees required to perform a given task.

**Communications**
- Time Base:
  - Full time: Employee is scheduled to work 40 hours per week.
  - Part time: Employee is scheduled to work less than 40 hours per week.
  - Intermittent: Employee has no established work schedule and work on an as-needed basis that varies from one pay period to the next. Eligibility for certain benefits may be limited for these employees.

**Special Projects**
- Regular Employee:
  - Commonly referred to as "permanent employees" – They receive full benefits.

**Trial Court Liaison**
- Limited Term Employee:
  - Limited Term Position – It is a position that is funded through the Budget Act with a specific end date. The position is counted as an authorized position. Employee in limited term positions may be regular or temporary.