

# ACTIVITY REPORTING AND PROPOSAL FORM








## JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

<b>DATE</b>	10/16/2012
<b>PREPARED BY</b>	Patrick Farrales
<b>OFFICE NAME</b>	<u>Human Resources Services Office</u>
<b>JUDICIAL COUNCIL DIRECTIVE NUMBER</b>	103
<b>JUDICIAL COUNCIL DIRECTIVE</b>	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-45(b) and implement the necessary organizational and staffing changes, contingent upon the council's approval of an organizational structure for the AOC and taking into account the results of the classification and compensation studies to be completed.
<b>SEC RECOMMENDATION</b>	Especially with CCMS not being fully deployed, staff reductions in this division are in order, including:  The total number of senior managers should be reduced.
<b>RESPONSE (check applicable boxes)</b>	
<input checked="" type="checkbox"/> This directive has been completed and implemented:	
Recommendation has been implemented.  Following the March 27 decision by the judicial council to stop the deployment of CCMS V4 as a statewide initiative, the AOC began activity to terminate the CCMS Project including the Project Management Office. By July 31, 2012 all staff, contractors and temporary employees were terminated, retired or were transferred into critical vacant ISD positions.  The last remaining manager position will be vacated in November 2012.	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<input type="checkbox"/> Other:	

**TIMELINE AND RESOURCES FOR IMPLEMENTATION**

<b>IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE</b>	July 31, 2012 and November 2012.
<b>RESOURCES REQUIRED FOR IMPLEMENTATION</b>	One Pay & Benefits Specialist has been assigned to process final payments and other payroll/benefits-related transactions in order to separate the employees from the organization.

**ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)**

<input type="checkbox"/> <b>PROCEDURES/ POLICIES UPDATED OR DEVELOPED</b>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment         </div>
<input type="checkbox"/> <b>TRAINING UPDATED OR DEVELOPED</b>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment         </div>
<input checked="" type="checkbox"/> <b>SAVINGS</b>	Annual on-going staff costs savings: \$1,213,336 in salaries and benefits. <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment           </div>
<input checked="" type="checkbox"/> <b>COST</b>	One-time costs to implement CCMS staff reductions, including leave balances and severance amounts: \$135,311. <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment           </div>
<input type="checkbox"/> <b>EFFICIENCIES</b>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment         </div>
<input checked="" type="checkbox"/> <b>SERVICE LEVEL IMPACT</b>	The Judicial Council's decision to stop deployment of CCMS was made with the understanding that the need for a case management system at a local court level still existed, and they directed the Judicial Council Internal Committee to develop a roadmap for filling needs left vacant by the CCMS termination; that work continues. <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment           </div>
<input type="checkbox"/> <b>OTHER</b>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment         </div>

**ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL**

<b>ADOC REVIEW</b>	Administrative Director of the Courts Review Date: 10/5/2012
--------------------	--

**EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW**

**E&P REVIEW**

Executive and Planning Review Date: