


ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	10/4/2012
PREPARED BY	Maureen Dumas
OFFICE NAME	<u>Executive Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	129
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider placing the significant special projects previously assigned to the regional offices under the direction of the Chief of Staff in the Executive Office, contingent upon council approval of the organizational structure for the AOC.
SEC RECOMMENDATION	The significant special projects previously assigned to the regional offices should be placed under the direction of the Chief of Staff in the Executive Office.
RESPONSE (check applicable boxes)	
<input checked="" type="checkbox"/> This directive has been completed and implemented:	
<p>On August 31, 2012, the Judicial Council approved a new organizational structure for the Administrative Office of the Courts (AOC) proposed by the interim Administrative Director of the Courts and incoming Administrative Director of the Courts. The new organizational structure reduced the AOC Executive Team to four positions (Administrative Director, Chief of Staff, Chief Operating Officer, and Chief Administrative Officer) and realigned and renamed existing divisions into offices housed under one of three newly created divisions (Judicial Council and Court Leadership Services Division, Judicial and Court Operations Services Division, and Judicial and Court Administrative Services Division).</p> <p>Along with the realignment of divisions into new offices under the three new divisions, the Judicial Council approved the creation of a Special Projects Office under the Judicial Council and Court Leadership Services Division and the Chief of Staff effective October 1, 2012. The Special Projects Office includes the staff previously part of the Reengineering Unit in the former Trial Court Liaison Office and is consistent with SEC recommendation 7-87 which recommended that "significant special projects previously assigned to regional offices should be placed under the direction of the Chief of Staff in the Executive Office." The Special Projects Office, under the direction of the Chief of Staff, will manage organization or branch-wide projects assigned by the Executive Office. Recent special projects include AOC realignment activities and activities relating to the recently established Trial Court Funding Workgroup.</p>	
<div style="border: 1px solid black; padding: 5px;">  <p>129_JCCLSD_org_final_.pdf Adobe Acrobat Document 9.98 KB</p> </div>	

This directive is forwarded to the Judicial Council with options for consideration:

 File Attachment

Other:

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE

10/1/12

RESOURCES REQUIRED FOR IMPLEMENTATION

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

PROCEDURES/ POLICIES UPDATED OR DEVELOPED

 File Attachment

TRAINING UPDATED OR DEVELOPED

 File Attachment

SAVINGS




 File Attachment

COST

 File Attachment

EFFICIENCIES

With the creation of a Special Projects Office in the Judicial Council and Court Leadership Services Division, the AOC will now have a designated office under the Executive Office to assign organization or branch-wide projects rather than assigning special projects to the Regional Offices (which have been eliminated) or to AOC offices that in the past had to balance special projects with important day-to-day responsibilities. The Special Projects Office provides the AOC with dedicated resources to effectively manage these projects while coordinating the utilization of AOC resources across the organization on an as-needed basis to provide subject matter expertise.

	<p>Special projects have far-reaching and broad-based impact to the branch, are generally politically sensitive, and typically include the involvement of external judicial branch stakeholders and/or governmental entities. As such, it is imperative that the activities associated with special projects be housed under the Chief of Staff to ensure oversight and accountability for these important projects.</p> <p> File Attachment</p>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<p> File Attachment</p>
<input type="checkbox"/> OTHER	<p> File Attachment</p>
ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL	
ADOC REVIEW	Administrative Director of the Courts Review Date: <input type="text" value="10/5/2012"/>
EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW	
E&P REVIEW	Executive and Planning Review Date: <input type="text" value="10/19/2012"/>

Judicial Council and Court
Leadership Services
Division

