

ACTIVITY REPORTING AND PROPOSAL FORM

JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	11/20/2012
PREPARED BY	Bob Fleshman
OFFICE NAME	<u>Fiscal Services Office</u>
JUDICIAL COUNCIL DIRECTIVE NUMBER	42
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to require that, except for budget changes that must be made to comply with time requirements in the state budget process, the AOC not change the numbers in the budget statements it presents. All figures provided by the AOC must tie back to the Governor's budget or be explained in footnotes.
SEC RECOMMENDATION	Except for changes that must be made to comply with time requirements in the state budget process, the AOC should not change the numbers it presents – continual changes in the numbers, or new displays, add to confusion about the budget.
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:	
<p>The AOC adheres to state fiscal reporting guidelines, some of which require reported numbers to be adjusted after initial submission. As an example, encumbrances initially reported as expenditures may be less if the contract amount was not fully utilized. As a result, prior year expenditure numbers would need to be revised. As another example, the Governor's own budget has reported numbers that change three times in the course of several months (Governor's January budget, May Revision, enacted budget).</p> <p>For those instances where revisions are required, appropriate documentation will occur. Generally, though, reported numbers will not change unless such changes are dictated by state fiscal reporting guidelines.</p> <p>UPDATE (Nov. 20, 2012): AOC staff notes that the word "time" in the SEC recommendation, if removed, provides the same flexibility as those reporting provisions included in state fiscal reporting requirements. The recommendation reads in part, as follows: "...to require that, except for budget changes that must be made to comply with time requirements in the state budget process, the AOC not change the numbers in the budget statements it presents."</p> <p>By omitting the word "time", the AOC will be able to comply with state fiscal reporting requirements, which often stipulate the adjustment of reported numbers such as with budget change requests</p>	

(when the estimated funding need increases/decreases) in the same manner the Governor's own budget changes from the January release to when the May Revision occurs.

In addition, the Administrative Director of the Courts will propose a briefing calendar to advise the Judicial Council of any adjustments to previously reported numbers submitted by the AOC as part of the state budget development/fiscal reporting process.

 File Attachment







Other:


 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	Ongoing
RESOURCES REQUIRED FOR IMPLEMENTATION	

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<p></p> <p> File Attachment</p>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<p></p> <p> File Attachment</p>
<input type="checkbox"/> SAVINGS	<p></p> <p> File Attachment</p>
<input type="checkbox"/> COST	<p></p> <p> File Attachment</p>
<input type="checkbox"/> EFFICIENCIES	<p></p> <p> File Attachment</p>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<p></p> <p> File Attachment</p>

<input type="checkbox"/> OTHER	<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;">  File Attachment </div>
ADMINISTRATIVE DIRECTOR OF THE COURTS (ADOC) REVIEW AND APPROVAL	
ADOC REVIEW	Administrative Director of the Courts Review Date: <input style="width: 100px;" type="text" value="11/30/2012"/>
EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW	
E&P REVIEW	Executive and Planning Review Date: <input style="width: 100px;" type="text" value="12/7/2012"/>