








ACTIVITY REPORTING AND PROPOSAL FORM
JUDICIAL COUNCIL DIRECTIVES
AOC RESTRUCTURING

DATE	10/19/2012
PREPARED BY	
OFFICE NAME	Center for Families, Children & the Courts
JUDICIAL COUNCIL DIRECTIVE NUMBER	55
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council support SEC Recommendation 7 -4(f) with no further action, as these administrative and grant support functions have been consolidated through the AOC's initiatives to reduce costs and downsize its workforce and operations.
SEC RECOMMENDATION	CFCC's current number of authorized positions should be reduced. To achieve the reduction, these areas should be reviewed and considered, and appropriate actions taken: The CFCC maintains a Core Operations Unit, which is essentially an administrative and grant support unit. The consolidation of administrative functions and resources within the Judicial and Court Administrative Services Division should lead to the downsizing of this unit.
RESPONSE (check applicable boxes)	
<input checked="" type="checkbox"/> This directive has been completed and implemented: The Center for Families, Children & the Courts' centralized administration workforce has been downsized, eliminating Administrative Secretary, Staff Analyst, and Special Consultant functions.	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration: 	
<input type="checkbox"/> Other: 	
TIMELINE AND RESOURCES FOR IMPLEMENTATION	
IMPLEMENTATION	

DATE OR PROJECTED IMPLEMENTATION DATE	May-June 2012.
RESOURCES REQUIRED FOR IMPLEMENTATION	
ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)	
<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<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"/> TRAINING UPDATED OR DEVELOPED	<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"/> SAVINGS	<p>Annual salary savings for the Administrative Secretary (\$56,392), Retired Annuitant: Staff Analyst (\$23,760), and Retired Annuitant: Special Consultant (\$36,043) positions total \$116,195 annually.</p> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> COST	<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"/> EFFICIENCIES	<p>The Center for Families, Children & the Courts' operations have been downsized and refocused on budget administration and efficient delivery of funding and services to the courts. Centralized legal, analytic, and administrative services have been curtailed and critical tasks reassigned to specific programs.</p> <div style="border: 1px solid black; padding: 2px; width: 100%;">  File Attachment </div>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<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"/> OTHER	<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	
ADOC REVIEW	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: 10/19/2012
