

ACTIVITY REPORTING AND PROPOSAL FORM








JUDICIAL COUNCIL DIRECTIVES AOC RESTRUCTURING

DATE	9/25/2012
PREPARED BY	Chad Finke
OFFICE NAME	Court Operations Special Services Office
JUDICIAL COUNCIL DIRECTIVE NUMBER	67
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council support SEC Recommendation 7 -12(c) with no further action as the Procedural Fairness/Public Trust and Confidence program has been eliminated through the AOC's initiatives to reduce costs and downsize its workforce and operations.
SEC RECOMMENDATION	The Promising and Effective Programs Unit functions are largely discretionary and should be considered for reduction or elimination, resulting in position savings. Consideration should be given to the following: Since funding for the Procedural Fairness/Public Trust and Confidence program has ceased, it should be eliminated.
RESPONSE (check applicable boxes)	
<input checked="" type="checkbox"/> This directive has been completed and implemented:	
<p>Prior to October 2011 the AOC had a Senior Court Services Analyst (CSA) whose time was devoted primarily to addressing procedural fairness issues. However, there was not a separate "program," per se, e.g., there was no dedicated budget separately set aside for procedural fairness. In October 2011, that Senior CSA was transferred full time into the Court Interpreters Program to better utilize limited staff resources. While it may be possible for him to handle any new procedural fairness-based projects that may arise in the future, right now his time is devoted 100% to court interpreter issues.</p>	
<input type="checkbox"/> File Attachment	
<input type="checkbox"/> This directive is forwarded to the Judicial Council with options for consideration:	
<input type="checkbox"/> File Attachment	
<input type="checkbox"/> Other:	
<input type="checkbox"/> File Attachment	

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE	October 2011
RESOURCES REQUIRED FOR IMPLEMENTATION	None

ADDITIONAL IMPLEMENTATION INFORMATION (complete only applicable sections)

<input type="checkbox"/> PROCEDURES/ POLICIES UPDATED OR DEVELOPED	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> TRAINING UPDATED OR DEVELOPED	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input checked="" type="checkbox"/> SAVINGS	<p>A Senior Court Services Analyst in the Court Interpreters Program left the AOC in 2012 as part of the AOC's first Voluntary Separation Incentive Program. Because we had already moved the Senior CSA who formerly handled procedural fairness issues into the Court Interpreters Program in October 2011, he was able to pick up much of the work of the departing employee, which is what allowed the AOC to accept her request to participate in the program. Therefore, we were able to take advantage of the savings from her salary and benefits, which were approximately \$116,400/year (all General Fund).</p> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> COST	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> EFFICIENCIES	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> SERVICE LEVEL IMPACT	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; padding: 2px; margin-top: 5px;">  File Attachment </div>
<input type="checkbox"/> OTHER	<div style="border: 1px solid gray; height: 20px; width: 100%;"></div> <div style="border: 1px solid gray; 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: 10/5/2012
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EXECUTIVE AND PLANNING (E&P) COMMITTEE REVIEW

E&P REVIEW

Executive and Planning Review Date: