

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	77
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-18 and implement the necessary organizational changes, contingent upon the council's approval of an organizational structure for the AOC.
SEC RECOMMENDATION	The functions of the Trial Court Leadership Service unit should be moved under the auspices of the new Executive Office, as matters of policy emanating from the Trial Court Presiding Judges Advisory Committee and Court Executives Advisory Committee often relate to branch-wide policies.
RESPONSE (check applicable boxes)	
<p><input checked="" type="checkbox"/> This directive has been completed and implemented:</p> <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>In addition to the realignment of divisions into new offices, the Trial Court Leadership Services (TCLS) unit was moved from the former Court Programs and Services Division to Judicial Council and Trial Court Leadership Services Division under the Chief of Staff effective October 1, 2012 (Attachment A).</p> <p>As background, TCLS is primarily responsible for the support of the Trial Court Presiding Judges Advisory Committee, the Court Executives Advisory Committee, the Council of Court Executives, and the numerous working groups of these committees. This movement of TCLS to the Judicial Council and Court Leadership Services Division is consistent with SEC recommendation 7-18 which recommended moving TCLS under the new Executive Office "as matters of policy emanating from the Trial Court Presiding Judges Advisory Committee and Court Executives Advisory Committee often relate to branch-wide policies."</p>	



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1312.pdf
Adobe Acrobat Document
9.98 KB

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

Moving Trial Court Leadership Services (TCLS) from the former Court Program and Services Division to the Judicial Council and Court Leadership Services Division creates efficiencies for the organization as

<input checked="" type="checkbox"/> EFFICIENCIES	<p>the TCLS will now be led by the Chief of Staff who is actively involved in policy decisions and branch-wide issues and can utilize this role to ensure that Presiding Judges and Court Executive Officers are fully informed and aware of current issues affecting the branch and provides a direct communication link to the Executive Office.</p> <p>Additionally, efficiencies will be realized as the TCLS moves to a division that also houses the Judicial Council Support Services and the Trial Court Liaison Office where these offices can increase collaboration and teamwork in providing services and support to the Judicial Council, Presiding Judges, and Court Executive Officers.</p>
<input checked="" type="checkbox"/> SERVICE LEVEL IMPACT	<p>Movement of Trial Court Leadership Services (TCLS) under the leadership of the Chief of Staff allows increased service levels to the courts by creating a direct connection and communication to the AOC Executive Office through the Chief of Staff to forward questions and requests for information on issues important to Presiding Judges and Court Executive Officers.</p> <p>Additionally, the movement of TCLS increases communication and collaboration between the offices that provide service and support to judicial officers and Court Executive Officers resulting in better coordination and timing for information presented to Presiding Judge and Court Executive Officer audiences by the AOC.</p>
<input type="checkbox"/> OTHER	
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

