

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	97
JUDICIAL COUNCIL DIRECTIVE	E&P recommends that the Judicial Council direct the Administrative Director of the Courts to consider SEC Recommendation 7-34 and implement the necessary organizational and staffing changes, contingent upon the council's approval of an organizational structure for the AOC and taking into account the results of the classification and compensation studies to be completed.
SEC RECOMMENDATION	The current number of higher-level positions in the HR Division should be reduced, as follows: The Division Director position should be permanently eliminated as the HR function should no longer be a stand-alone division.
RESPONSE (check applicable boxes)	
<input checked="" type="checkbox"/> This directive has been completed and implemented:	
<p>In May of 2012, the Administrative Office of the Courts (AOC) eliminated the Human Resources Division Director position as part of staffing reductions. Elimination of the Human Resources Division Director supports SEC Recommendation 7-34 which proposed that the "Division Director position should be permanently eliminated as the HR function should no longer be a stand-alone division."</p> <p>In addition, as indicated in Judicial Council approved recommendation #96, the Human Resources Division was realigned and is no longer a stand-alone division but is now the Human Resources Services Office under the Chief Administrative Officer in the Judicial and Court Administrative Services Division. With the new organizational structure, the Human Resources Services Office Assistant Director currently leads the Human Resources Services Office. The issue of compensation of the Assistant Director will be revisited after the AOC organization-wide classification and compensation study is complete.</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:	

 File Attachment

TIMELINE AND RESOURCES FOR IMPLEMENTATION

IMPLEMENTATION DATE OR PROJECTED IMPLEMENTATION DATE

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

The elimination of the AOC HR Division Director position has resulted in savings to the organization totaling \$252,721 (base salary of \$179,400 plus benefits of \$73,321).

 File Attachment

COST

 File Attachment

EFFICIENCIES

 File Attachment

SERVICE LEVEL IMPACT

 File Attachment

OTHER

 File Attachment

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: <input type="text" value="10/19/2012"/>