

JUDICIAL COUNCIL OF GEORGIA

General Session

Tuesday, February 18, 2014

2:00 p.m. – 5:00 p.m.



Carter Center Cyprus Room

One Copenhill
453 Freedom Parkway
Atlanta, GA 30307

Directions to The Carter Center

453 Freedom Parkway
Atlanta, Georgia 30307

From North of Atlanta

1. Take I-75 or I-85 South to Exit 248C, which says "Freedom Parkway, The Carter Center."
2. Continue on Freedom Parkway about 1.8 miles, following the signs to The Carter Center.
3. As you loop around The Carter Center, follow the signs to entrance # 3 (Executive Offices).

From South of Atlanta & Hartsfield-Jackson Atlanta International Airport

1. Take I-75 or I-85 North to Exit 248C, which says "Freedom Parkway, The Carter Center."
2. Continue on Freedom Parkway about 1.8 miles, following the signs to The Carter Center.
3. As you loop around The Carter Center, follow the signs to entrance # 3 (Executive Offices).

From West of Atlanta

Follow the same directions as above or:

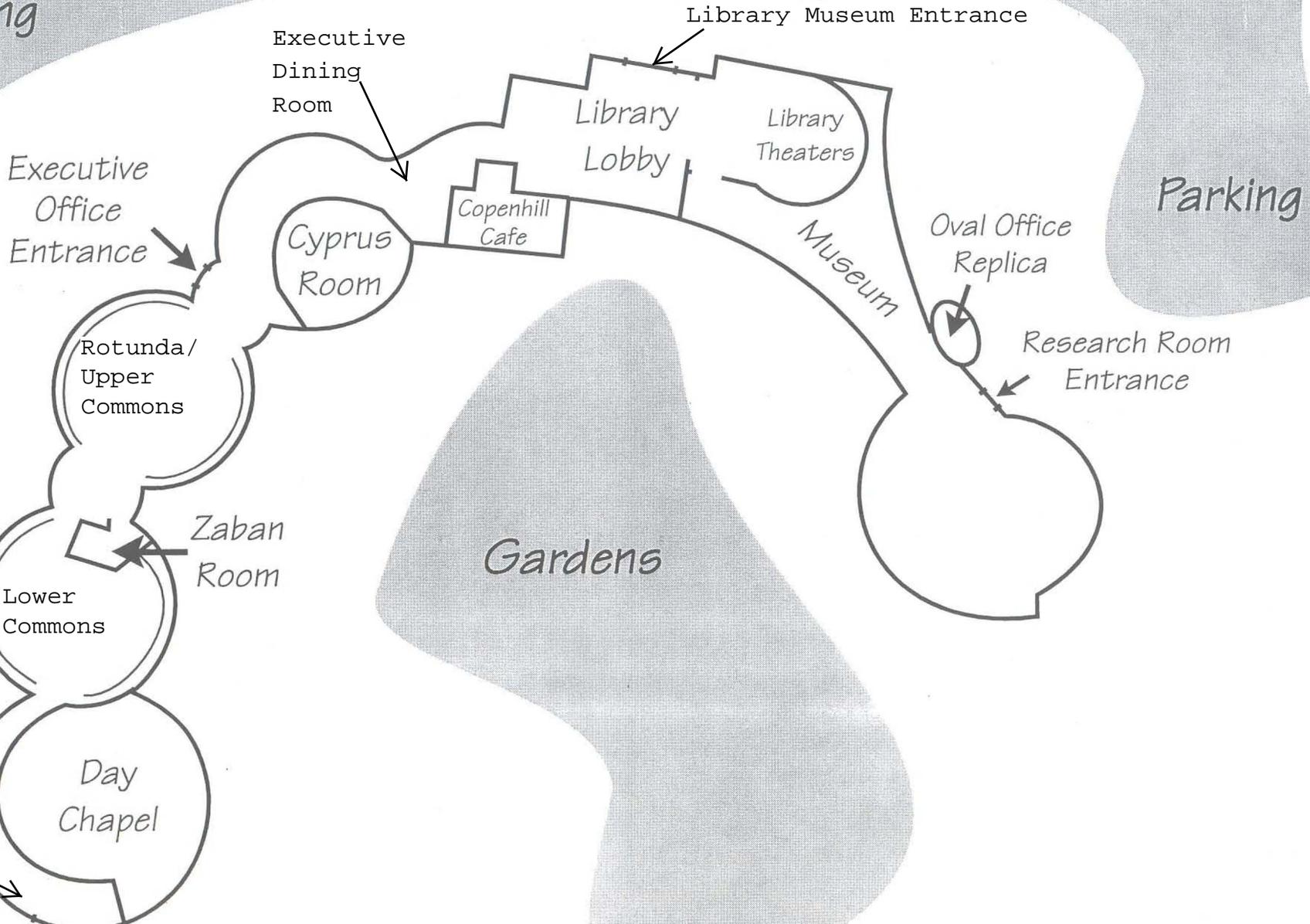
1. Begin on North Avenue.
2. Continue east (toward Decatur) on North Avenue until you come to N. Highland Avenue. You will see a neon art gallery, a gas station, and Manuel's Tavern at this intersection.
3. Turn right onto N. Highland Avenue.
4. Go to the next light at Freedom Parkway and turn right.
5. The Carter Center is on the left. Continue on Freedom Parkway to entrance # 3 (Executive Offices).

From East of Atlanta

1. Take Ponce de Leon towards downtown (west) to N. Highland.
2. Turn left on N. Highland.
3. Continue to the second traffic light at Freedom Parkway and turn right.
4. The Carter Center is on the left. Continue on Freedom Parkway to entrance # 3 (Executive Offices).

The Carter Presidential
Parking

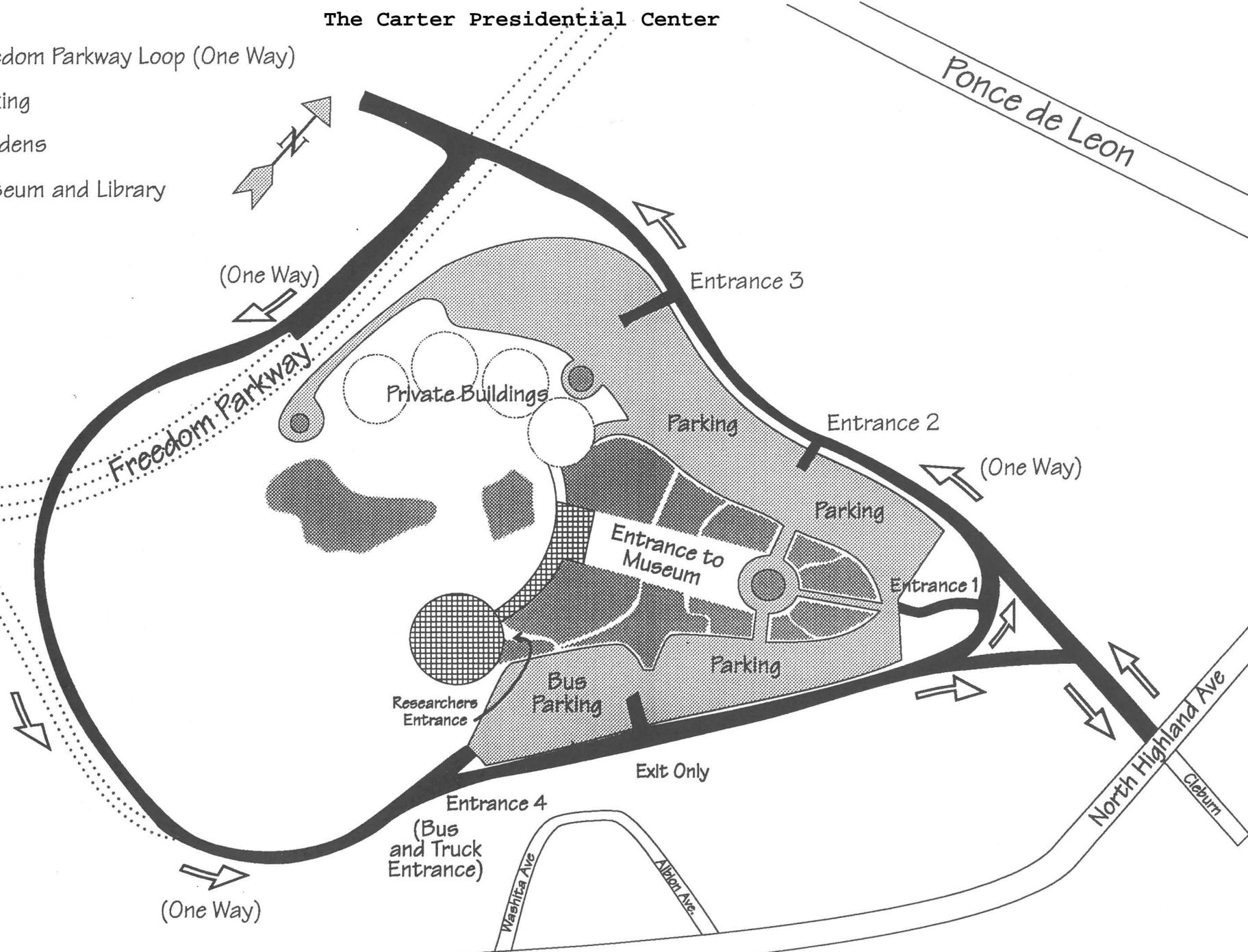
Orientation Map



The Carter Presidential Center

- Freedom Parkway Loop (One Way)
- Parking
- Gardens
- Museum and Library

DOWNTOWN ATLANTA



* This map is NOT to scale

Judicial Council of Georgia

Carter Center Cyprus Room

One Copenhill
453 Freedom Parkway
Atlanta, GA 30307

Tuesday, February 18, 2014

2:00 p.m. – 5:00 p.m.

A group photograph will be taken at the break.

- 1. Preliminary Remarks and Introductions**
(Chief Justice Hugh P. Thompson, Est. Time – 5 Min.)
- 2. Approval of Minutes, September 13, 2013** (*Action Item*) **TAB 1**
(Chief Justice Hugh P. Thompson, Est. Time – 5 Min.)
- 3. Judicial Council Committee Reports**
 - A. Policy and Legislative Committee** (*Action Item*) **TAB 2**
(Presiding Justice P. Harris Hines, Est. Time – 15 Min.)
 - B. Court Reporting Matters Committee** (*Action Item*) **TAB 3**
(Presiding Judge Sara Doyle, Est. Time – 5 Min.)
 - C. Strategic Plan Implementation Committee** **TAB 4**
(Presiding Judge Sara Doyle, Est. Time – 5 Min.)
 - D. Accountability Court Committee** **TAB 5**
(Written Report)
 - E. Judicial Workload Assessment Committee** **TAB 6**
(Written Report)
 - F. Budget Committee** **TAB 7**
(Justice Harold D. Melton, Est. Time – 5 Min.)
- 4. Review and Approval of Training Curricula for Georgia Magistrate Courts and Georgia Municipal Courts Training Councils** (*Action Item*) **TAB 8**
(Mr. Rich Reaves, Institute of Continuing Judicial Education, Est. Time – 5 Min.)
- 5. Council of Magistrate Court Judges Access to Courts Project**
(Ms. Sharon Reiss, Council of Magistrate Court Judges, Est. Time – 10 Min.)
- 6. Report from AOC** **TAB 9**
(Ms. Marla S. Moore, Est. Time – 30 Min.)
 - A. Access & Fairness Activities**
 - B. CourTools Update**

- C. JMI/NJC Project: Principles for Response to Drug-Involved Offenders
- D. Georgia Courts Registrar Presentation
- E. Research Caseload Analysis Presentation
- F. Court Cost Study Presentation

7. Reports from Appellate Courts and Trial Court Councils

TAB 10

- A. Supreme Court
- B. Court of Appeals
- C. Council of Superior Court Judges
- D. Council of State Court Judges
- E. Council of Juvenile Court Judges
- F. Council of Probate Court Judges
- G. Council of Magistrate Court Judges
- H. Council of Municipal Court Judges

8. Old/New Business

(Chief Justice Hugh P. Thompson, Est. Time – 15 Min.)

A. Update on Jury Reform

(Mr. Bart Jackson, Council of Superior Court Clerks, Est. Time – 5 Min.)

B. Update on Habeas Project

TAB 11

(Mr. Jorge Basto, Administrative Office of the Courts, Est. Time – 5 Min.)

9. Outgoing Members

(Chief Justice Hugh P. Thompson, Est. Time – 5 Min.)

10. Concluding Remarks and Adjournment

(Chief Justice Hugh P. Thompson, Est. Time – 5 Min.)

The next meeting of the Judicial Council of Georgia will be June 4, 2014 at the Jekyll Island Club.

Judicial Council Members

As of February 2014

Supreme Court

Chief Justice Hugh P. Thompson
Chair, Judicial Council
507 State Judicial Building
Atlanta, GA 30334
404-656-3475/F 657-9586
thompsoh@gasupreme.us

Presiding Justice P. Harris Hines
Vice-Chair, Judicial Council
501 State Judicial Building
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404-656-3472/F 651-8642
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Court of Appeals

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47 Trinity Avenue, Suite 501
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Presiding Judge Sara Doyle
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President, CSCJ
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Chief Judge Harry J. Altman II
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Judge Edward D. Lukemire
Houston Judicial Circuit, 3rd JAD
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Chief Judge Gregory A. Adams
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Chief Judge Arch W. McGarity
Flint Judicial Circuit, 6th JAD
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Chief Judge Kathy Palmer
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Judge Kathleen Gosselin
Northeastern Judicial Circuit, 9th JAD
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Chief Judge J. Carlisle Overstreet
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State Court

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Judge Charles Wynne
President-Elect, CSCJ
Hall County
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Juvenile Court

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President, CJ CJ
Western Judicial Circuit
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Judge J. Lane Bearden
President-Elect, CJ CJ
Cherokee Judicial Circuit
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Calhoun, GA 30701
706-625-6959/F 602-2337
beardenlaw@aol.com

Probate Court

Judge Kelley Powell
President, CPCJ
Henry County
99 Sims Street
McDonough, GA 30253
770-288-7600/F 288-7616
kpowell@co.henry.ga.us

Judge Chase Daughtrey
President-Elect, CPCJ
Cook County
212 N. Hutchinson Avenue
Adel, GA 31620
229-896-3941/F 896-6083
chase.daughtrey@cookcountyga.us

Magistrate Court

Judge Betsey Kidwell
President, CMCJ
Heard County
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Franklin, GA 30217-0395
706-675-3002/F 675-0819
kidwell42@yahoo.com

Judge W. Allen Wigington
First Vice-President, CMCJ
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Jasper, GA 30143
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awigington@pickenscountyga.gov

Municipal Court

Judge James M. Anderson, III
President, CMCJ
Municipal Court of Sandy Springs
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Sandy Springs, GA 30328
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jma@jmalawfirm.com

Judge E.R. Lanier
President-Elect, CMCJ
Municipal Court of Monticello
PO Box 269
Monticello, GA 31064
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Administrative Office of the Courts

244 Washington St. SW, Suite 300 Atlanta, GA 30334

Marla S. Moore, Director
404-656-5171

Director's Office

Bianca Bennett
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Yolanda Mashburn
404-657-6269

Erin Oakley
404-463-3820

Budget
Ashley Garner
404-656-6404

Communications
Ashley G. Stollar
404-656-6783

Derrick Bryant
404-656-6784

*Governmental & Trial Court
Liaison*
Michael Cuccaro
404-651-7616

Christopher Causey
404-463-6296

Catherine Fitch
404-463-1023

Tracy Mason
404-463-0559

LaShawn Murphy
404-651-6325

Human Resources
Stephanie Hines
404-657-7469

Jacqueline Booker
404-463-0638

General Counsel
Cynthia H. Clanton
404-656-6692

position vacant
404-463-3805

Court Services

Molly J.M. Perry
Division Director
404-463-5420

Maggie Reeves
404-463-0350

Accountability Courts & Grants Management

Lateefah Thomas
404-463-1906

Vacancy
404-463-1453

Stacey Seldon
404-463-0043

Certification and Licensing

position vacant
404-656-5171

Bernetha Hollingsworth
404-656-0371

Board of Court Reporting
Aquaria R. Smith
404-651-8707

Deborah Atwater
404-232-1409

Matthew Kloiber
404-463-1319

Language Access
Linda Smith
404-657-4219

Office of Dispute Resolution
Shinji Morokuma
404-463-3785

Tynesha Manuel
404-463-3788

Probation Advisory Council
Shevondah Fields
404-656-6447

Mary Interiano
404-463-5001

Shawn DeVaney
404-463-3927

Herbert Gordon
404-463-4266

Children, Families, & the Courts

Michelle Barclay
404-657-9219

Patricia Buonodono
404-463-0044

Araceli Jacobs
404-656-6703

Elaine Johnson
404-463-6383

Paula Myrick
404-463-6480

Bruce Shaw
404-463-6106

*Commission on Family
Violence*

Greg Loughlin
404-463-6230

Jenny Aszman
404-232-1830

Jameelah Ferrell
404-656-5586

Jennifer Thomas
404-463-1662

La Donna Varner
404-463-3178

*Research, Planning, &
Data Analysis*

Christopher Hansard
404-463-1871

Joshua Becker
404-463-6298

Kimberly Miller
404-463-6887

Jordan Dasher
404-656-0371

Wes Acosta
404-656-6413

Financial Administration

Randy Dennis
Division Director
404-651-7613

Amy Bottoms
404-463-2493

Krista Bradley
404-463-9016

Kim Burley
404-463-3816

Monte Harris
404-656-6691

Nancy Nevels
404-463-1907

Tanya Osby
404-463-0237

Andrew Theus
404-463-5177

Information Technology

Jorge Basto
Division Director
404-657-9673

*Network Administration/
Desktop*

Tony Mazza
404-657-4006

Gilberto Alcantara
404-463-0016

Bradley Allen
404-657-1770

Carl Carey
404-656-7694

Application/Web Development

Christina Liu
404-651-8180

Roger Watson
404-651-8169

position vacant
404-656-5171

Software Maintenance/Support

Michael Neuren
404-657-4218

Richard Denney
404-731-1357

Wanda Paul
404-538-0849

Kriste Pope
404-731-1358

*Georgia Judicial
Exchange*

Michael Alexandrou
404-656-7788

Tajsha Dekine
404-656-3479

Kevin Kirk
404-275-8372

Rory Parker
404-656-3478

Arnold Schoenberg
404-463-6343

**Council of State Court
Judges**

Bob Bray
404-651-6204

**Council of Magistrate Court
Judges**

Sharon Reiss
404-463-4171

Mission

The Judicial Council and AOC lead collaboration on policy across Georgia's courts to improve the administration of justice in Georgia

Vision

To improve justice in all Georgia courts through collaboration, innovation, and information

Guiding Principles

- Uphold the independence and integrity of the judiciary
- Promote efficient and effective administration of justice
- Support informed, fact-based decisions that affect the courts
- Collaborate with key stakeholders in judicial, executive, and legislative branches

Roles and Capabilities

Leaders in Statewide Judicial Policy Formulation

Collaborative Forum for All Classes of Courts

Georgia's Premier Judicial Information Resource

Strategic Objectives

Improve Citizen Experience with Georgia Courts

Improve Collaboration and Planning

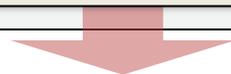
Build Thought Leadership

Priority Initiatives

1. Establish a baseline evaluation of current customer experience with Georgia courts, focusing on Access and Fairness measures
2. Encourage Georgia Courts to assess performance and develop improvement plans

3. Implement ongoing strategic planning by the Judicial Council and AOC
4. Implement new approaches to engage the Judicial Council in preparation for legislative sessions
5. Develop and implement new two-way communication strategies for Judicial Council/AOC to engage with judges
6. Solicit input and develop recommendations for Judicial Council bylaws, committee structure, and leadership continuity

7. Define research priorities and schedule for FY 2014, FY 2015, FY 2016
8. Create open repository of information for all classes of court
9. Identify and share innovations and best practices across Georgia's courts



Meeting of the Judicial Council of Georgia
Loudermilk Center
Atlanta, Georgia
September 13, 2013 • 9:00 a.m.

Members Present:

Chief Justice Hugh P. Thompson, Chair
Presiding Justice P. Harris Hines, Vice Chair
Judge Gregory A. Adams
Judge Louisa Abbot
Judge James M. Anderson
Chief Judge Harry Jay Altman, II
Judge J. Lane Bearden
Judge James G. Bodiford
Judge Carl Brown (for Judge Overstreet)
Judge Linda S. Cowen
Judge Chase Daughtrey
Presiding Judge Sara Doyle
Judge Kathlene Gosselin
Judge Betsey Kidwell
Judge E.R. Lanier
Judge Edward D. Lukemire
Chief Judge Arch W. McGarity
Judge John E. Morse, Jr.
Chief Judge Kathy Palmer
Chief Judge Herbert E. Phipps
Judge Kelley Powell
Judge Robin W. Shearer
Judge Mary Staley
Judge W. Allen Wigington
Chief Judge Cynthia D. Wright
Judge Charles Wynne

Members Absent:

Chief Judge J. Carlisle Overstreet

Guests Present:

Mr. Joseph Baden, Third District Court Administrator
Judge Quillian Baldwin, Superior Court, Coweta Judicial Circuit
Ms. Tee Barnes, Supreme Court of Georgia
Mr. Tracy BeMent, Tenth District Court Administrator
Mr. Bob Bray, Council of State Court Judges
Mr. Steve Castlen, Court of Appeals of Georgia
Mr. Alexander Cowen, member, Georgia Boys Choir
Ms. Denise Fachini, District Attorney, Cordele Judicial Circuit

Non-Member Committee Chairs

Justice Harold Melton, Budget Committee
Chief Judge Brenda S. Weaver,
Accountability Court Committee

Staff Present:

Ms. Marla S. Moore
Mr. Wesley Acosta
Mr. Joshua Becker
Ms. Cynthia Clanton
Mr. Michael Cuccaro
Mr. Jordan Dasher
Mr. Randy Dennis
Ms. Catherine Fitch
Ms. Ashley Garner
Mr. Christopher Hansard
Ms. Tracy Mason
Mr. Tony Mazza
Ms. Kimberly Miller
Ms. Erin Oakley
Ms. Molly Perry
Ms. Maggie Reeves
Ms. Aquaria Smith
Ms. Ashley G. Stollar
Ms. Lateefah Thomas

Mr. Steve Ferrell, Ninth District Court Administrator
Ms. Aisha Ford, Criminal Justice Coordinating Council
Mr. Mike Holiman, Council of Superior Court Clerks
Ms. Phyllis Holmen, Georgia Legal Services
Mr. Bart W. Jackson, Superior Court Clerk, Jones County
Mr. Eric John, Council of Juvenile Court Judges
Mr. Travis Johnson, Office of the Governor
Ms. Kathleen Joyner, Daily Report
Ms. Vicky Kimbrell, Georgia Legal Services
Ms. Sandy Lee, Council of Superior Court Judges
Ms. Yolanda Lewis, Fifth District Court Administrator
Trooper Moses Little, Georgia State Patrol
Ms. Tia Milton, Supreme Court of Georgia
Mr. David Mixon, Second District Court Administrator
Mr. Jim Neal, North Highland Consulting
Ms. Debra Nesbit, Association County Commissioners of Georgia
Ms. Jody Overcash, Seventh District Court Administrator
Ms. Sharon Reiss, Council of Magistrate Court Judges
Mr. Will Simmons, Sixth District Court Administrator
Ms. Kirsten Wallace, Council of Juvenile Court Judges
Mr. Max Wood, Office of State Administrative Hearings

Call to Order

Chief Justice Thompson called the meeting to order at 9:00 a.m. Judge Cowen introduced the Georgia Boys Choir who sang two verses of “The Star Spangled Banner” to begin the meeting. Chief Justice Thompson introduced Judge Carl Brown as the substitute for Judge Overstreet. Council members, staff, and guests introduced themselves.

Approval of Minutes

Judge Altman moved to approve the minutes of the Judicial Council meeting held on April 12, 2013 and June 14, 2013. Judge Morse seconded the motion which passed with no dissent.

Consideration by the Judicial Council of Requests for Judgeship Studies and Recommendations to the General Assembly and the Governor

Mr. Christopher Hansard, Administrative Office of the Courts (AOC), reviewed the procedures and deadlines for the annual case count, judgeship requests, and judgeship studies. The AOC continues in its efforts to work with court councils and superior court clerks as partners for the case count. Mr. Hansard reported that three superior court circuits did not submit caseload data this year. Once data was collected by the AOC, the superior court clerks were

asked to verify the information for their counties, the Judicial Workload Assessment Committee forwarded the numbers to the Chief Judges of each Judicial Circuit for confirmation of accuracy.

Three circuits requested judgeship studies. Of those requests two circuits qualified based on threshold-values: Coweta Circuit (7.86 threshold, 8.35 qualified for request) and Waycross Circuit (4.02 threshold, 4.13 qualified for request). Mr. Hansard reviewed an analysis of each of circuits.

Chief Justice Thompson noted that Judicial Council policy provides a majority must approve qualified circuits by secret ballot. If a circuit does not meet or exceed the threshold value, it must obtain a 2/3 majority vote to receive a recommendation. The Council chair votes in event of a tie. A second secret ballot vote occurs to rank the qualified circuits in order of priority needed. The votes are counted and tallied by the Presiding Judge of the Court of Appeals and AOC staff.

Chief Justice Thompson asked Judge Kidwell, who serves in the Coweta Judicial Circuit, to leave the room during Council deliberations, explaining that Council policy does not allow members from requesting circuits to be present during discussion. Judge Quillian Baldwin, Coweta Judicial Circuit, urged the members to vote in favor of the Coweta Circuit's request, noting that the circuit consistently has a high caseload in criminal and civil cases. Judge Kidwell returned to the room for the recommendation vote. Presiding Judge Doyle was asked to oversee counting of the ballots by staff. Upon her return to the room she announced that the Coweta and Waycross requests were approved.

Chief Justice Thompson then instructed members to rank the two circuits. Presiding Judge Doyle stepped out with staff to count the votes. Chief Justice Thompson reported that the Coweta Circuit was ranked first with the Waycross Circuit ranking second.

Committee Reports

Accountability Court Committee. Judge Brenda Weaver thanked the staff of the Accountability Court Committee at the AOC and members of the Committee. She moved for approval of the Adult DUI/Drug Court Standards, Adult DUI/Drug Court Treatment Standards, Adult DUI/Drug Court Transfer Rules, Adult DUI/Drug Court Form, and the Juvenile Drug Court Treatment Standards. Judge Abbot seconded. The motion passed unanimously.

Budget Committee. Justice Harold Melton presented the budget enhancement requests for AFY2014 and FY2015. He thanked Presiding Justice Hines for his long-time leadership of the

Budget Committee. Justice Melton referred members to the agenda; he reported that the feeling is that the legislature will ask agencies to hold steady as to budget, in contrast to the cuts of previous years. The AFY14 enhancement request of \$263,348 reflects a 2% increase in the Judicial Council budget. The majority of the increases are based on an increase for the Council of State Court Judges Retirement System and a manager for the E-Filing project. The FY15 request of \$1,754,029 reflects a 14% increase in the Judicial Council budget. The majority of the increases include civil legal services for victims of domestic violence, increases for the Council of State Court Judges Retirement System, and E-Filing.(See Appendix A)

Members of the Budget Committee were asked to prioritize the enhancement requests for each year. Justice Melton referred members to a sheet provided at the table for the priority lists.

For AFY14 the enhancement priorities were set as: (1) Institute of Continuing Judicial Education; (2) Accountability Courts; (3) Statewide General Civil E-Filing; (4) Council of Probate Court Judges; and (5) County and Municipal Probation Advisory Council.

For FY15 the enhancement priorities were set as: (1) Institute of Continuing Judicial Education; (2) Accountability Courts; (3) Statewide General Civil E-Filing; (4) Council of Probate Court Judges; (5) Civil Legal Services for Victims and Domestic Violence; (6) County and Municipal Probation Advisory Council; and (7) Family Law Information Center – Pataula Circuit.

Justice Melton moved that the budget enhancement requests be approved. Presiding Justice Hines noted that prioritization was essential to show the legislature which projects are of a higher need. Chief Justice Thompson called for a vote on the motion. The motion passed.

Policy and Legislative Committee. Presiding Justice Hines reported that the Policy and Legislative Committee met on July 17 and August 21. He referred the members to the memorandum in the materials regarding existing and potential legislation items for the 2014 session of the General Assembly.

For existing legislation, the Committee recommended that the Judicial Council support (1) HB 438 - Court-referred alternative dispute resolution programs; (2) HB 579 - Georgia Judicial Retirement System; and (3) SB 101 - Firearms; regulate the sale, use and possession in this state. Judge Abbot asked that the vote on supporting HB 579 be tabled based on concerns of the superior court judges that no actuarial study has been completed to determine the impact of this bill. Judge Cowen responded that the only classes of court affected are the state and juvenile

court judges. Last year, the Judicial Council supported the legislation. She noted that the legislation only concerns vesting in the retirement system, not benefits.

The Committee recommended that the Judicial Council take no position on (1) HB 1 - Georgia Uniform Civil Forfeiture Procedure Act and (2) HB 643 – Georgia Civil Practice Act.

For new legislation, the Committee recommended that the Judicial Council support (1) Tax Intercept Legislation; (2) Traffic Violations Bureau statute reform; (3) general legislation on technology fees/recovery of court costs; and (4) increase contempt penalty in magistrate court.

Presiding Justice Hines asked the Judicial Council to authorize the committee to make decisions/take positions on legislation and related policy issues on behalf of the Judicial Council during the legislative session. He explained that time constraints prevent the convening of the full Judicial Council to handle the sometimes daily unfolding of events. Chief Justice Thompson called for a vote on the Committee's recommendation, tabling the vote on HB 579, and on Presiding Justice Hines' request for the Committee to make decisions during the legislative session. The motions passed.

Chief Justice Thompson asked for a recommendation on how to handle HB 579. Presiding Justice Hines suggested that the state court and juvenile court judges take the lead to ensure the information is brought before the Policy and Legislative Committee in time for the January meeting of the Judicial Council.

Court Reporting Matters Committee. Chief Judge Phipps reported the Nominating Committee's recommendations to appoint members to the Board of Court Reporting. These included: Judge Richard Kent, State Court of Colquitt County to fill the state Court position; Mr. James M. Anderson, to fill an attorney position, and Ms. Linda Drake, Ms. Kim Raines, and Mr. Tommy Savage to fill court reporter positions. Chief Judge Phipps also noted that, since the committee had met, a new vacancy on the Board has been created with the resignation of a sitting court reporter. The committee will bring its replacement recommendation to the next meeting of the Judicial Council.

Domestic Violence Committee. Chief Justice Thompson referred members to a written report provided in the agenda.

Chief Justice Thompson called for a ten minute break.

Judicial Council/Administrative Office of the Courts Strategic Plan

Mr. Jim Neal, North Highland, reported that the Judicial Council/Administrative Office of the Courts began in 2012 to develop a Strategic Plan to guide the Judicial Council/AOC's efforts for FY2014-2016, specifically to (1) focus on goals to benefit all courts and the judicial system; (2) focus resources to make tangible progress toward goals; and (3) enable more effective communication with the courts, legislature, executive branch, and the public.

Members of the Judicial Council, leadership of court councils, and staff of the AOC worked to develop the plan. (See Appendix B) Stakeholders such as superior court clerks and prosecuting attorneys were interviewed at the onset of the process and their input was used during the development of the plan. During three working sessions, a strategy map was developed, as well as mission and vision statements, and guiding principles. These elements helped ground the group and provide guidance on how decisions will be made and future objectives will be considered. Three unique roles and capabilities were identified: provides leadership to the statewide judicial community, is the collaborative forum to bring groups together, and is the premier information resource. Strategic objectives, which are the primary focus of the strategic plan for FY2014-2015, were developed. These objectives may remain constant over time, but the Judicial Council has discretion to refine the objectives going forward. Three priority objectives were created: improve citizen experience with Georgia courts, improve collaboration and planning, and build thought leadership. Mr. Neal reviewed the nine discrete initiatives that were developed to help bring the three priority objectives to fruition.

The Chief Justice and AOC Director have been tasked with (1) directing the implementation of the plan; (2) engaging Judicial Council members for input and participation; and (3) reporting to the Judicial Council on the progress of outcomes.

Judge Wigington moved that the strategic plan be adopted. Judge Kidwell seconded. The motion passed. Chief Justice Thompson announced the creation of the Judicial Council Strategic Plan Implementation Committee to be chaired by Presiding Judge Doyle, with membership comprised of Judge Staley, Judge Wynne, Judge Bearden, Judge Daughtrey, Judge Wigington and Judge Lanier.

Using CourTools to Enhance Georgia's Courts

Ms. Tracy Mason, AOC, presented the Judicial Council with an overview of the Institute of Court Management's (ICM) Court Performance Standards: CourTools course. CourTools is a

set of ten performance measures designed to gauge and enhance a court's performance, efficiency, output and operations. The ten CourTools are: Access and Fairness; Clearance Rates; Time to Disposition; Age of Active Pending Cases; Trial Date Certainty; Reliability and Integrity of Case Files; Collection of Monetary Penalties; Effective Use of Jurors; Court Employee Satisfaction; and Cost Per Case.

In January, 30 AOC staff members and trial court administrators participated in a two-and-a-half day CourTools certification course. Georgia entered into an agreement with ICM that allows six certified Georgia-based faculty to teach and certify participants without travelling to ICM headquarters in Virginia. The six faculty members are; Mr. Phil Boudewyns, Court Administrator, Gwinnett Judicial Circuit; Mr. Edwin Bell, Deputy Court Administrator, Stone Mountain Judicial Circuit; Mr. Matt Sorensen, Court Administrator, Clayton Judicial Circuit; and from the AOC Mr. Joshua Becker, Ms. Tracy Mason, and Ms. Maggie Reeves. The faculty has created presentations of differing lengths: a 15 minute overview; a one-hour version for webinars and conferences; and the two-and-a-half day certification course.

Ms. Mason mentioned that courts in Georgia are already implementing CourTools. For several years, probate and municipal courts have administered the Access and Fairness survey with the help of AOC staff. Clayton County is currently measuring Clearance Rates, Time to Disposition, Age of Active Pending Cases, and Trial Date Certainty.

The faculty is reaching out to councils this fall in order to present the one-hour course during training conferences in 2014 and is working with ICJE to host the one-hour primer course via webinar to all judges on September 18 and September 19.

Next Generation Courts Commission

On behalf of the Commission Chair Judge Lawton Stephens, Mr. Tracy BeMent, Tenth District Court Administrator, presented the Judicial Council with the final report of the Next Generation Courts Commission. Mr. BeMent thanked former Chief Justice Hunstein and Mr. Ken Shigley, State Bar of Georgia, for their leadership on this 50-member Commission whose charge was to determine what the court system might look like in 20 years. Five committees were formed: Education & Outreach (Chair, Judge Ben Studdard, State Court of Henry County); Program Improvements (Chair, Judge Charles Auslander, State Court of Clarke County); Technology (Chair, Judge David Emerson, Superior Court, Douglas Judicial Circuit); Business

Process (Chair, Ms. Marla S. Moore, AOC Director); and Funding of the Courts (Chair, Judge John Ellington, Court of Appeals).

A survey was distributed to gauge stakeholder's thoughts and suggestions on issues facing the courts. Mr. BeMent reviewed the survey questions and their results for the benefit of the Judicial Council. He thanked Ms. Moore and Ms. Ashley Stollar, AOC, for their help creating the draft report in the agenda.

Mr. BeMent requested that the Judicial Council accept the report. The report was accepted with no opposition.

Report from the AOC Director

Ms. Moore reported that it she would depart from her customary highlights of a particular division or office and its work within the AOC, and, instead, provide a general overview of some AOC activities.

First, she and a team of 42 AOC and 2 from the Supreme Court and Court of Appeals had participated the previous evening in the Kaiser Permanente 5K Run/Walk. Mr. Andrew Theus, AOC, was integral in forming a state-sponsored team of over 250 participants from several state agencies. This is one of several activities that staff is participating in to build teamwork and focus on health and wellness issues.

The AOC continues to work with the Center for Public Policy Studies (CPPS). A new focus on Human Trafficking developed during work on the Georgia Immigration and the Courts project. The new project is working to raise awareness of the subject and with USCIS and ICE to develop forms and create an easier process for handling cases in state courts.

The Commission on Justice for Children is in its 18th year, funded by a Federal grant, and staffed by the AOC. She recognized residing Justice Hines as having served as the committee Chair since its inception. Under the staff leadership of Ms. Michelle Barclay, the Cold Case Project, which seeks to find permanent solutions for children about to age out of the foster care system, has become a model for the nation.

Ms. Moore referred members to an interim report on the video remote interpreting (VRI) project in the agenda. The final report will be available in June 2014. The pilot began in two self identified circuits as having a great need. Staff worked with the sites to develop reporting mechanisms to help evaluate the feasibility of using VRI. However, after usage was not as much as anticipated, one remote interpreting site was moved from Sumter County to Polk County.

Last year, the Bureau of Justice Assistance (BJA) funded the National Judicial College (JNC) and the Justice Management Institute (JMI) to work with Georgia and other states to develop guiding principles of an effective criminal justice system response to drug-involved offenders. Because of the success of that work, BJA has funded a pilot test for implementation of those principles and Georgia was chosen as the pilot test state. The AOC, NJC, and JMI are providing on-site and web-based technical assistance to teams in the Appalachian, Bell-Forsyth, and Pataula Judicial Circuits to implement the guiding principles of an effective criminal justice system for drug-involved offenders.

Ms. Moore referred the members to a document provided by the National Center for State Courts which is a summary of a much larger study designed to aid courts in planning accessible electronic filing for self-represented litigants. The AOC is working with the Commission on Interpreters to determine the next steps in developing a Language Access Plan for the state.

Chief Justice Thompson invited Judicial Council members, staff, and guests to eat lunch. A group photograph was taken at this time.

Reports from Appellate Courts and Trial Court Councils

Supreme Court. Chief Justice Thompson welcomed Presiding Justice Hines to his new role at the court and noted that Justice Melton will be attending Judicial Council meetings to learn its workings. Chief Justice Thompson reported that he and Ms. Moore are scheduled to attend a one-day orientation from the National Center for State Courts for Chiefs and Court Administrators. He reported that the Supreme Court has the duty to appoint two members to the Judicial Qualifications Commission (JQC), the Governor has two appointments, and three members of the Bar are appointed. Earlier in the year, the Supreme Court appointed Judge Brenda Weaver; recently the Court appointed Judge Patsy Porter, State Court of Fulton County, to a vacancy created by the retirement of Judge John Allen. Chief Justice Thompson thanked Judge Porter and Judge Weaver for representing the courts on the JQC. Work on the Code of Judicial Conduct continues and hopefully will be available soon for comment. The Conference of Chief Justices will meet at Sea Island, Georgia, in January 2014. Ms. Moore and Mr. Bucky Askew are hard at work planning the conference. Chief Justice Thompson introduced Trooper Moses Little who replaces Trooper Mike Culverson.

Chief Justice Thompson suggested that, in the future, each court or council should submit a written report to be included in the Judicial Council agenda.

Court of Appeals. Presiding Judge Doyle reported that Chief Judge Phipps began his tenure as Chief Judge on July 1. She recognized the retirement of Ms. Holly Sparrow as Clerk/Court Administrator; after an exhaustive search, the Court hired retired Colonel Steve Castlen as her replacement. Presiding Judge Doyle noted that as the next in line to serve as Chief Judge, she is now responsible for the clerk's office, central staff, Information Technology, and the fiscal office. She noted the recent death of former Chief Judge John Sognier and mentioned that former Chief Judge Charles Mikell is not doing well.

Superior Courts. Judge Abbot commended the staff of the Council of Superior Court Judges (CSCJ) for the phenomenal job they do notwithstanding four vacant positions. She also commended the work done by the District Court Administrators. Judge Abbot noted the work superior courts judges are doing creating accountability courts and the kinks still to be worked out from jury reform. The CSCJ is focusing its concerns on the new evidence code, supporting ICJE as it seeks to regain funding, courthouse and courtroom security, legal representation of judges who are sued in their official capacities, and maintaining open courtrooms. The CSCJ is working with the Department of Behavioral Health and Developmental Disabilities in respect to defendants who are incompetent to stand trial and who cannot be restored to competency. Judge Abbot noted that Judge Mikell is in hospice care and Senior Judge Penn McWhorter is in ICU.

State Courts. Judge Cowen reported the Council of State Court Judges (CStCJ) worked on the operational, treatment and transfer standards and forms for DUI/Drug Courts, which were approved by the Accountability Courts Committee and approved today. The next meeting will be at Jekyll Island on October 15-18. A great continuing education program has been put together by the Education Committee and ICJE. The Ogden Doremus/Kent Lawrence Award will be awarded in October; Judge Brenda Cole received this award last year.

Many state court judges are active on various committees, commissions, and State Bar sections. Judge Porter was recently appointed to the JQC; Judge Larry Mims was appointed to the Board of Trustees of the Judicial Retirement System. The CStCJ New Judge Mentoring Committee actively supports and provides mentors, forms, and other materials for newly appointed judges. A New Judge Orientation seminar will be planned to take place in January, with 5 or 6 new judges attending. The Legislative Committee will meet weekly during the legislative session, and will work with AOC staff. Judge Cowen noted the CStCJ's work with the Council of Municipal Court Judges on the Traffic Violations Bureau statute revisions. The

CStCJ Districts meet regularly, and invite members of the Legislature to attend those meetings, to foster relationships between the State Courts and the Legislative Branch. The Uniform Court Rules Committee has been working with and responding to changes in Uniform Rules recently suggested by the Council of Superior Court Judges. The Case Count Standards Committee is working with the AOC to develop appropriate case count standards for Accountability Court cases and complex civil litigation cases.

Judge Cowen noted the CStCJ's participation in the Jurisdiction Forum set up by Chief Justice Thompson. With the help of ICJE and the Court of Appeals, the CStCJ sponsored a Law Clerk Training Seminar in August; 105 participants attended. The state court's strategic plan will be reviewed and modified early in 2014. Judge Cowen expressed her thanks to Mr. Bob Bray, Executive Director, who does an excellent job supporting the state court judges.

Juvenile Courts. Judge Shearer reported that the Council of Juvenile Court Judges (CJ CJ)'s upcoming October conference in Athens; the conference will concentrate exclusively on the new juvenile code and potential conflicts. The CJ CJ bench book is undergoing an extensive revision. She thanked Mr. Eric John, Executive Director, and Ms. Kirsten Wallace staff to the CJ CJ. Judge Shearer took a moment to commend the judges of the juvenile court whose job requires them to be leaders, convene stakeholders, and working on issues that involve children and youth. The change from status offenders to child in need of services designation requires a whole new way of doing business.

Probate Courts. Judge Powell referred members to the Council of Probate Court Judges' (CPCJ) written report included in the agenda. The CPCJ is working to revamp its statewide standard forms and is working on minor guardianships. Judge Powell noted that the CPCJ will meet in the next week to work on its strategic plan.

Magistrate Courts. Judge Kidwell introduced Judge Wigington as president-elect of the Council of Magistrate Court Judges (CMagCJ) and noted that Judge Bob Turner of Houston County, and First Vice President of CMagCJ, will likely attend the next Judicial Council meeting. The CMagCJ is working on an Access to the Courts project, which looks to provide wizards for pro se or lawyers who need to fill out forms for filing a claim, answering a counter claim, and filing dispossesories. The working group on this project is composed of Judge Phinia Aten, Judge Wigington, Judge Bob Turner, Judge Alan Harvey, Judge Mike Greene, Judge Jennifer Lewis, and Judge Michael Barker, with assistance from Mr. Jorge Basto, AOC. This low or no-

cost project will be debuted at the CMagCJ's upcoming October training in Jekyll Island. Leadership met to review the CMagCJ's strategic plan. The Legislative Committee met and will support the contempt bill and two retirement bills, HB 292 and HB 646. A new judges training is to be held this weekend, with 17 new judges being trained. This is the 30th Anniversary of the Magistrate Courts. A reception will be held at the October meeting.

Municipal Courts. Judge Anderson referred members to the Council of Municipal Court Judges' (CMunCJ) written report included in the agenda. Judge Anderson thanked Judge Cowen for her recommendation of his appointment to the Board of Court Reporting.

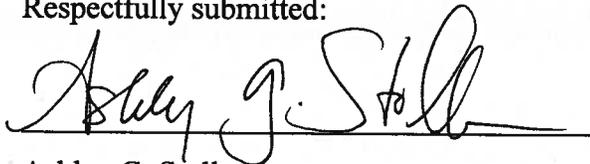
Old/New Business

Chief Justice Thompson thanked Ms. Tee Barnes and Ms. Tia Milton in the Supreme Court Clerk's office for their work on behalf of the court. He also thanked Ms. Moore and the staff of the AOC for their support to all classes of Georgia's courts. Chief Justice Thompson expressed that he is impressed with the work that is being undertaken by all the classes of courts and asked that any legislative issues be referred to Presiding Justice Hines.

Concluding Remarks and Adjournment

Chief Justice Thompson adjourned the meeting at 1:00 p.m. The next meeting of the Judicial Council will be held on January 8, 2014, location TBD.

Respectfully submitted:



Ashley G. Stollar
Communications/Outreach Specialist II

The above and foregoing minutes were
Approved at the meeting held on the _____
day of _____, 2014.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Memorandum

TO: Judicial Council Members

FROM: Presiding Justice P. Harris Hines *P. H. H.*
Chair, Policy and Legislative Committee

RE: Recommendation for Legislative Position

DATE: February 18, 2014

The Policy and Legislative Committee makes the following recommendations to the Judicial Council:

I. Jury legislation

The Committee recommends that the Judicial Council support legislation to:

- (1) remove reference to jury commissioners in the Georgia Code; and
- (2) amend authorizations so that the Council of Superior Court Clerks can receive data necessary to refine the master jury lists.

Attachment: House Bill 776

House Bill 776

By: Representatives Atwood of the 179th, Willard of the 51st, Fleming of the 121st, Caldwell of the 131st, Welch of the 110th, and others

A BILL TO BE ENTITLED
AN ACT

1 To amend Title 15, Code Sections 21-2-231, 31-2A-4, 35-3-33, and 40-5-2, and Title 42 of
2 the Official Code of Georgia Annotated, relating to courts, lists of persons convicted of
3 felonies, persons identified as noncitizens, persons declared mentally incompetent, and
4 deceased persons, the Department of Public Health's obligation to safeguard and promote the
5 health of people of this state, the powers and duties of the Georgia Crime Information Center,
6 keeping of records or applications for driver's licenses and information on licenses and
7 furnishing such information, and penal institutions, respectively, so as to clarify information
8 to be provided in order to compile state-wide master jury lists and county master jury lists;
9 to change and clarify definitions; to change provisions relating to the eligibility of persons
10 to serve on a jury; to require the Department of Public Health, the Department of
11 Corrections, the Georgia Crime Information Center, and the State Board of Pardons and
12 Paroles to provide certain information in order to compile state-wide master jury lists and
13 county master jury lists; to repeal provisions relating to county boards of jury commissioners;
14 to correct cross-references; to amend Code Section 50-18-72 of the Official Code of Georgia
15 Annotated, relating to when public disclosure is not required, so as to correct a
16 cross-reference; to provide for related matters; to repeal conflicting laws; and for other
17 purposes.

18 **BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:**

19 **SECTION 1.**

20 Title 15 of the Official Code of Georgia Annotated, relating to courts, is amended by revising
21 subsection (d) of Code Section 15-6-50.2, relating to The Council of Superior Court Clerks
22 of Georgia, as follows:

23 "(d) The Council of Superior Court Clerks of Georgia shall be a legal entity and an agency
24 of the State of Georgia; shall have perpetual existence; may contract; may own property;
25 may accept funds, grants, and gifts from any public or private source for use in defraying
26 the expenses of the council; may adopt and use an official seal; may establish a principal

27 office; may employ such administrative or clerical personnel as may be necessary and
 28 appropriate to fulfill its necessary duties; shall establish, maintain, and revise the state-wide
 29 master jury list as provided in Chapter 12 of this title; shall distribute ~~to the board of jury~~
 30 ~~commissioners of each county~~ the county master jury list as provided in Chapter 12 of this
 31 title; and shall have other powers, privileges, and duties as may be reasonable and
 32 necessary for the proper fulfillment of its purposes and duties."

33 **SECTION 2.**

34 Said title is further amended by revising paragraph (21) of subsection (a) of Code Section
 35 15-6-61, relating to duties of clerks generally, as follows:

36 "(21) To keep an automated, computer based jury management system that facilitates the
 37 maintenance of the county master jury list pursuant to the provisions of Chapter 12 of this
 38 title unless ~~this~~ such duty is delegated to a jury clerk as provided in subsection (a) of
 39 Code Section 15-12-11 or ~~subsection (b) of Code Section 15-12-23~~ 15-12-12."

40 **SECTION 3.**

41 Said title is further amended by revising paragraphs (3) and (4) and paragraphs (9) through
 42 (11) of Code Section 15-12-1, relating to definitions for juries, as follows:

43 "(3) 'Clerk' means the clerk of the superior court or a jury clerk if one is appointed
 44 pursuant to subsection (a) of Code Section 15-12-11 or ~~subsection (b) of Code Section~~
 45 ~~15-12-23~~ 15-12-12.

46 (4) 'Council' means ~~the~~ The Council of Superior Court Clerks of Georgia."

47 "(9) ~~'Jury commissioner' means a member of a county board of jury commissioners.~~

48 ~~(10)~~ 'State-wide master jury list' means a comprehensive master list that identifies every
 49 person of this state who can be determined to be prima facie qualified to serve as a juror.

50 ~~(11)~~(10) 'Venire' means the list of persons summoned to serve as jurors for a particular
 51 term of court."

52 **SECTION 4.**

53 Said title is further amended by revising subsection (b) of Code Section 15-12-1.1, relating
 54 to exemptions from jury duty, as follows:

55 "(b) Any person who is 70 years of age or older shall be entitled to request that the clerk
 56 excuse such person from jury service in the county. Upon such request, the ~~board of jury~~
 57 ~~commissioners~~ clerk shall inactivate such person. The request for excusal shall be made
 58 to the ~~board~~ or clerk in writing and shall be accompanied by an affidavit providing the
 59 person's name, age, and such other information as the ~~board~~ clerk may require. The ~~board~~

60 ~~of jury commissioners of each county clerk~~ shall make available affidavit forms for the
 61 purposes of this subsection."

62 **SECTION 5.**

63 Said title is further amended by revising subsection (a) of Code Section 15-12-4, relating to
 64 eligibility of person to serve as a juror, as follows:

65 "(a) Any person who has served as a juror at any session of the superior or state courts
 66 shall be ineligible for duty as a juror ~~at the next succeeding term of the court in which such~~
 67 ~~person has previously served but shall be eligible to serve at the next succeeding term of~~
 68 ~~court for a different level of court~~ until the next succeeding county master jury list has been
 69 received by the clerk."

70 **SECTION 6.**

71 Said title is further amended in Article 1 of Chapter 12, relating to general provisions for
 72 juries, by adding a new Code section to read as follows:

73 "15-12-12.

74 (a) In all counties of this state where the chief superior court judge of the county had the
 75 power to appoint a jury clerk on January 1, 2011, the chief judge of the superior court of
 76 such counties shall continue to have the power to appoint a jury clerk and such other
 77 personnel as may be deemed necessary or advisable to dispatch the work of the court, and
 78 the appointments to such positions and the compensation therefor shall be determined by
 79 such judge without regard to any other system or rules, such personnel to serve at the
 80 pleasure of such judge, and the salaries and expenses thereof and any attendant expenses
 81 of administration of the courts are determined to be contingent expenses of court and shall
 82 be paid as provided by law for the payment of contingent expenses. The duties of such
 83 personnel shall be as prescribed by such judge.

84 (b) All prospective jurors in such counties shall be required to answer questionnaires as
 85 may be determined and submitted by the chief superior court judge of such counties
 86 concerning their qualifications as jurors.

87 (c) In the event any such person fails or refuses to answer such questionnaire, the clerk
 88 shall report such failure or refusal to the court, together with the facts concerning the same,
 89 and the court shall have such jurisdiction as is now provided by law for subpoena,
 90 attachment, and contempt powers.

91 (d) This Code section shall be in addition and supplemental to other provisions provided
 92 by law, with a view toward efficient and orderly handling of jury selection and the
 93 administration of justice."

129 ~~Administrative Office of the Courts, in electronic format, with a copy of the lists of~~
 130 ~~persons:~~

131 ~~(1) Who have been convicted of felonies in state or federal courts who have not had their~~
 132 ~~civil rights restored or who have been declared mentally incompetent; and~~

133 ~~(2) Whose voting rights have been removed~~

134 ~~which are provided to the county board of registrars by the Secretary of State pursuant to~~
 135 ~~Code Section 21-2-231. Such list shall exclude persons whose voting rights have been~~
 136 ~~removed.~~

137 (d) On and after July 1, ~~2012~~ 2014, each county's board of jury commissioners clerk shall
 138 obtain its county master jury list from the council. The council shall disseminate, in
 139 electronic format, a county master jury list to the respective ~~counties'~~ boards of jury
 140 commissioners clerk once each calendar year. The council shall determine the fee to be
 141 assessed each county ~~board of jury commissioners~~ for such list, provided that such fee shall
 142 not exceed 3¢ per name on the list. The council shall invoice each ~~county board of jury~~
 143 commissioners clerk upon the delivery of the county master jury list, and the recipient
 144 ~~county board of jury commissioners~~ shall remit payment within 30 days of the invoice.

145 (e) On and after July 1, 2014, upon request by the council, the Department of Public
 146 Health shall provide to the council, without cost, data relating to death certificates for
 147 residents of this state for the 15 year period preceding the date of the request. In addition
 148 to the deceased person's full name, the data shall include the person's address, including the
 149 county of residence and ZIP Code, date of birth, gender, and county in which the person
 150 died. Such data shall be in electronic format as required by the council.

151 (f) On and after July 1, 2014, upon request by the council, the Department of Corrections,
 152 the Georgia Crime Information Center division of the Georgia Bureau of Investigation, and
 153 the State Board of Pardons and Paroles shall provide to the council, without cost, a list of
 154 the names of all persons who have been convicted of a felony in state or federal court if the
 155 person has not had his or her civil rights restored. In addition to the convicted person's full
 156 name, the data shall include the person's address, including the county of residence and ZIP
 157 Code, date of birth, gender, and race if available. Such data shall be in electronic format
 158 as required by the council.

159 ~~(e)~~(g) ~~After~~ On and after July 1, 2012, in each county, upon court order, the clerk shall
 160 choose a random list of persons from the county master jury list to comprise the venire;
 161 provided, however, that jurors summoned prior to July 1, 2012, shall remain eligible to
 162 comprise the venire."

163 **SECTION 9.**

164 Code Section 21-2-231 of the Official Code of Georgia Annotated, relating to lists of persons
 165 convicted of felonies, persons identified as noncitizens, persons declared mentally
 166 incompetent, and deceased persons, is amended by revising subsections (a) and (g) as
 167 follows:

168 "(a) Unless otherwise notified by the Secretary of State, the Georgia Crime Information
 169 Center shall, on or before the tenth day of each month, prepare and transmit to the
 170 Secretary of State and The Council of Superior Court Clerks of Georgia a complete list of
 171 all persons, including dates of birth, social security numbers, and other information as
 172 prescribed by the Secretary of State or The Council of Superior Court Clerks of Georgia,
 173 who were convicted of a felony in this state since the preceding reporting period. The
 174 Secretary of State or The Council of Superior Court Clerks of Georgia may, by agreement
 175 with the commissioner of corrections, obtain criminal information relating to the
 176 conviction, sentencing, and completion of sentencing requirements of felonies.
 177 Additionally, the Secretary of State and The Council of Superior Court Clerks of Georgia
 178 shall be authorized to obtain such criminal information relating to Georgia electors
 179 convicted of a felony in another state, if such information is available."

180 "(g) The Secretary of State shall provide to ~~the~~ The Council of Superior Court Clerks of
 181 Georgia not later than the last day of each month all information enumerated in subsections
 182 ~~(a)~~ (b) through (d) of this Code section and Code Section 21-2-232 and a list of voters who
 183 have failed to vote and inactive voters, as identified pursuant to Code Sections 21-2-234
 184 and 21-2-235. Such data shall only be used by the council, the council's vendors, superior
 185 court clerks, and ~~county boards of jury commissioners~~ jury clerks for maintenance of
 186 state-wide master jury lists and county master jury lists. Such data shall be provided to the
 187 council or its vendors in the electronic format required by the council for such purposes."

188 **SECTION 10.**

189 Code Section 31-2A-4 of the Official Code of Georgia Annotated, relating to the Department
 190 of Public Health's obligation to safeguard and promote the health of people of this state, is
 191 amended by deleting "and" at the end of paragraph (12), by replacing the period with "; and"
 192 at the end of paragraph (13), and by adding a new paragraph to read as follows:

193 "(14) Provide The Council of Superior Court Clerks of Georgia the data set forth in Code
 194 Section 15-12-40.1, without charge and in the electronic format requested."

195 **SECTION 11.**

196 Code Section 35-3-33 of the Official Code of Georgia Annotated, relating to the powers and
 197 duties of the Georgia Crime Information Center, is amended in subsection (a) by deleting

198 "and" at the end of paragraph (14), by replacing the period with "; and" at the end of
 199 paragraph (15), and by adding a new paragraph to read as follows:

200 "(16) Provide The Council of Superior Court Clerks of Georgia the data set forth in Code
 201 Sections 15-12-40.1 and 21-2-231, without charge and in the electronic format
 202 requested."

203 **SECTION 12.**

204 Code Section 40-5-2 of the Official Code of Georgia Annotated, relating to keeping of
 205 records or applications for licenses and information on licenses and furnishing such
 206 information, is amended by revising paragraph (7) of subsection (f) as follows:

207 ~~"(7) The lists data required to be made available to boards of jury commissioners, the The~~
 208 ~~Council of Superior Court Clerks of Georgia; and the Administrative Office of the Courts~~
 209 ~~pursuant to Code Section ~~15-12-40~~ or 15-12-40.1 regarding county residents who are the~~
 210 ~~holders of drivers' licenses or personal identification cards issued pursuant to this chapter.~~
 211 ~~Such lists shall identify each such person by name, address, date of birth, and gender,~~
 212 ~~and, whenever racial and ethnic information is collected by the department for purposes~~
 213 ~~of voter registration pursuant to Code Section 21-2-221, the department shall also provide~~
 214 ~~such information. The department shall also provide the address, effective date,~~
 215 ~~document issue date, and document expiration date and shall indicate whether the~~
 216 ~~document is a driver's license or a personal identification card. Such information data~~
 217 ~~shall be provided to ~~the~~ The Council of Superior Court Clerks of Georgia and the~~
 218 ~~Administrative Office of the Courts upon request in the electronic format required by the~~
 219 ~~council for such purposes and without any charge for such data; and"~~

220 **SECTION 13.**

221 Title 42 of the Official Code of Georgia Annotated, relating to penal institutions, is amended
 222 by revising Code Section 42-2-5, relating to the administrative functions of the Department
 223 of Corrections, as follows:

224 "42-2-5.

225 (a) The department shall administer the state's correctional institutions and the
 226 rehabilitative programs conducted therein.

227 (b) The department shall provide The Council of Superior Court Clerks of Georgia the data
 228 set forth in Code Section 15-12-40.1, without charge and in the electronic format
 229 requested."

230 **SECTION 14.**

231 Said title is further amended by revising Code Section 42-9-20, relating to general duties of
 232 the State Board of Pardons and Paroles, by designating the existing Code section as
 233 subsection (a) and by adding a new subsection to read as follows:

234 "(b) The board shall provide The Council of Superior Court Clerks of Georgia the data set
 235 forth in Code Section 15-12-40.1, without charge and in the electronic format requested."

236 **SECTION 15.**

237 Code Section 50-18-72 of the Official Code of Georgia Annotated, relating to when public
 238 disclosure is not required, is amended by revising paragraph (6) of subsection (a) as follows:

239 "(6) Jury list data, including, but not limited to, persons' names, dates of birth, addresses,
 240 ages, race, gender, telephone numbers, social security numbers, and when it is available,
 241 the person's ethnicity, and other confidential identifying information that is collected and
 242 used by ~~the~~ The Council of Superior Court Clerks of Georgia for creating, compiling, and
 243 maintaining state-wide master jury lists and county master jury lists for the purpose of
 244 establishing and maintaining county jury source lists pursuant to the provisions of
 245 Chapter 12 of Title 15; provided, however, that when ordered by the judge of a court
 246 having jurisdiction over a case in which a challenge to the array of the grand or trial jury
 247 has been filed, ~~the~~ The Council of Superior Court Clerks of Georgia, superior court clerk,
 248 ~~or the jury clerk of the county board of jury commissioners of any county~~ shall provide
 249 data within the time limit established by the court for the limited purpose of such
 250 challenge. ~~The~~ Neither the Council of Superior Court Clerks of Georgia, superior court
 251 clerk, or jury ~~nor the clerk of a county board of jury commissioners~~ shall not be liable for
 252 any use or misuse of such data;"

253 **SECTION 16.**

254 All laws and parts of laws in conflict with this Act are repealed.



Judicial Council of Georgia

Administrative Office of the Courts

Chief Justice Hugh P. Thompson

Marla S. Moore

Chair

Director

Memorandum

TO: Judicial Council Members

FROM: Presiding Judge Sara Doyle, Chair
Court Reporting Matters Committee

RE: Committee Report on Policy Recommendations and Board Membership

DATE: December 16, 2013

The Judicial Council delegated to the Court Reporting Matters Committee the responsibility of representing the Council on all matters relating to court reporting which include the review of disciplinary appeals, Board rules, and nominations for Board membership.

This memorandum will provide an update on the Judicial Council policy recommendations on court reporting fees and processes and nominations for Board membership.

Policy Recommendation on Court Reporting Fees and Processes

The Committee met on October 29, 2013 to review and consider its charge to implement the policy action items adopted by the Judicial Council in April 2013. Staff presented the Committee with background information and a plan to develop a policy guide for judges and other court officials and stakeholders that would serve as a resource on court reporting services and fees. The Committee discussed the policy action items and later reviewed its revisions by email.

On December 4, 2013, the Committee met for another working session. It assessed the timeline for implementation of all policy action items and determined an extension was necessary to complete its work in a deliberative, transparent fashion. The Committee agreed to seek approval for completing all phases of its work by January 1, 2015, currently the deadline for the final phase. The Committee proceeded through a work session to finalize its revisions to the first policy items.

Board of Court Reporting Nomination

Mr. Dennis Bull resigned from the Board of Court Reporting effective September 2013. The term for this open seat will expire on June 30, 2014. As provided by the Board of Court Reporting Bylaws and pursuant to O.C.G.A. § 15-14-24, "all members shall be appointed by Judicial Council for a term of two years, except that a person appointed by Judicial Council to fill a vacancy on the Board of a member who resigns or is unable to complete his or her term, shall

serve for the remainder of the term of the member originally appointed.”

In an effort to ensure geographic and subject matter representation on the Board of Court Reporting, the Committee carefully considered the qualifications of each candidate received by the Board and staff. As a result of its deliberations, the Committee recommends Ms. Tiffany Alley to fill the freelance court reporter position vacated by Mr. Bull. A brief synopsis about Ms. Alley is provided below.

Tiffany Alley, Freelance Court Reporter and owner of Tiffany Alley Reporting and Video. Ms. Alley has been a member of the court reporting profession for more than 30 years. She obtained the Registered Professional Reporters certificate from the National Court Reporters Association and was one of the first reporters in Georgia to offer realtime reporting services to attorneys. Ms. Alley served on various committees of court reporter organizations, such as the Society for Technological Advancement of Reporting, and the Georgia Certified Court Reporters Association. She was President of the Georgia Shorthand Reporters Association, and past Board member of the National Court Reporters Association Firm Owners Community of Interest. Ms. Alley founded Alley and Associates in 1986, which has evolved into a firm known for providing skilled and experienced court reporters and videographers. She frequently facilitates the freelance segment to the Board of Court Reporting professionalism seminar, a requirement for all certified court reporters. Her passion for court reporting led to the development of manuals and systems for training reporters and videographers to be ethical, detailed, and on the cutting edge of technology. She was featured in the cover story of the August 2012 issue of the Journal of Court Reporting published by National Court Reporters Association, and was voted by the attorneys and firm administrators of Atlanta as the best court reporting agency in Atlanta.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Memorandum

TO: Judicial Council Members

FROM: Marla S. Moore, Director

RE: Strategic Plan Implementation Committee Report

DATE: February 14, 2014

The Strategic Plan Implementation Committee met on December 9, 2013 and January 8, 2014 under the leadership of Presiding Judge Sara Doyle to initiate a multi-year process of implementing the Judicial Council/Administrative Office of the Courts Strategic Plan.

Meeting summaries are enclosed for your review.



Strategic Plan Implementation Committee

December 9, 2013 Meeting Summary

AOC staff presented information concerning the current duties, responsibilities, and roles of the Judicial Council and the AOC. This showed the complexity of the programs supported by councils, boards, committees and commissions with which the JC/AOC have ongoing relationships and commitments. The JC/AOC staffing organizational chart and the JC/AOC Supported Organizations chart attempted to give a snapshot of how these relationships work. Staff also presented a high level overview of the Judicial Branch Budget and the piece of that budget which comes under the Judicial Council.

At the next meeting staff will:

1. prepare for the Council a review of the current draft of the bylaws and where practice is different from what may have been adopted by the Council in previous years
2. outline the projects currently undertaken by the JC/AOC and how they fit into the strategic objectives of the plan
3. provide an update of actions taken to move the JC/AOC strategic plan forward

Also, at the next meeting the committee will adopt a schedule for future meetings. Any suggestions as to a 'best meeting time' will be brought to the committee for consideration.



Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

**Meeting of the
Judicial Council Strategic Plan Implementation Committee**
Administrative Office of the Courts, Ratley Training Room
Atlanta, GA

January 8, 2014 • 10:00 a.m. – 12:00 p.m.

Members Present:

Presiding Judge Sara Doyle, Chair
Judge E. R Lanier
Judge Mary Staley
Judge Allen Wigington*
Judge Charles Wynne*

Members Absent:

Judge Chase Daughtrey

**participated via teleconference*

Staff Present:

Ms. Marla S. Moore, Director
Mr. Jorge Basto
Ms. Cynthia Clanton
Mr. Michael Cuccaro
Mr. Randy Dennis
Ms. Erin Oakley
Ms. Molly Perry

Guests Present:

Mr. Bob Bray
Ms. Sandy Lee

Call to Order

Presiding Judge Sara Doyle called the meeting to order at 10:08 a.m.

December 2013 Meeting

There were no minutes of the December 2013 meeting, and no questions or comments were presented.

Background and Foundation of AOC Projects and Association with Strategic Plan

Administrative Office of the Courts (AOC) staff presented the following documents to the Committee, defining the work of the AOC in relation to the Strategic Plan.

Judicial Council Strategic Plan Implementation Committee 2014-2016 Work Plan

Ms. Perry presented the *Work Plan* as a suggested organizational tool for the Committee's work, acknowledging the document's flexibility as the Committee implements the Strategic Plan. As defined within the document, some work was completed in December 2013,

while the present meeting accomplishes Item 1.3. This working document will track the goals, priorities, and accomplishments of the Committee.

Action Item: None

AOC High-Level Inventory of Projects

Ms. Moore presented the *Inventory*, a document which attempts to capture the diverse work of the AOC at a high level. Ms. Moore acknowledged that the AOC is defined in different structures than its official organization. Many projects noted within the *Inventory* span the divisions of the AOC and are not limited to one office; few projects are confined to one division or office. Ms. Perry, Mr. Basto, Mr. Dennis, and Mr. Cuccaro expounded on projects and details within the document, and Ms. Moore concluded with a discussion of administrative projects.

Action Item: None

The following items were referenced during conversation but not explicitly discussed:

Judicial Council Statutory Charges

Bylaws of the Judicial Council

Judicial Council Membership History

Proposed Priorities

Mr. Cuccaro acknowledged the three strategic objectives defined by the Strategic Plan and detailed within the strategy map: improving citizen experience, improving collaboration and planning, and building thought leadership.

Within those strategic objectives, nine priority initiatives are defined:

1. Establish baseline of current customer experience with Georgia courts
2. Encourage Georgia courts to assess performance and develop improvement plans
3. Implement ongoing strategic planning by the Judicial Council/AOC
4. Implement new approaches to engage the Judicial Council in preparation for legislative sessions
5. Develop and implement new two-way communication strategies for Judicial Council/AOC to engage with judges
6. Solicit input and develop recommendations for Judicial Council bylaws, committee structure, and leadership continuity
7. Define research priorities and schedule for FY 2014, FY 2015, FY 2016
8. Create open repository of information for all classes of court
9. Identify and share innovations and best practices across courts

Mr. Cuccaro discussed Initiative 4 and detailed the accomplishments of the Office of Governmental and Trial Court Liaison and the steps taken to improve the process of engaging the Judicial Council in preparation for legislative sessions.

Ms. Perry acknowledged Initiatives 3, 4, and 6, which are highlighted as suggested priorities of the Committee. She emphasized the importance of defining process measures and outcome measures in an effort to evaluate the success of the initiative.

The Committee acknowledged the importance of Initiative 6 as a priority and discussed the complex nature of the steps needed to accomplish this item.

Action Item: Define meeting schedule and next steps.

Meeting Schedule and Implementation Plan

The Committee discussed the following steps and meeting schedule:

1. Initiative 4: Meet following the conclusion of the current legislative session to examine existing process and suggest improvements;
2. Convene in late April for an in-depth working session to examine Initiative 6.
3. Staff will prepare necessary documents for the Committee's review.

The next meeting of the Committee will be February 18, 2014.

There being no further business, the meeting was adjourned by Judge Doyle.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Memorandum

TO: Judicial Council Members

FROM: Chief Judge Brenda S. Weaver
Chair, Accountability Court Committee

RE: Accountability Court Committee Report

DATE: December 20, 2013

Certification and Peer Review

The Judicial Council Accountability Court Committee (Committee) was charged with creating a certification and peer review process for adult felony drug courts and adult mental health courts. The courts submitted certification applications resulting in the following totals:

Status	Adult Felony Drug Courts	Adult Mental Health Courts
Provisionally Certified	31	5
Fully Certified	7	17
Certification Waivers	0	2

The Administrative Office of the Courts (AOC) sent certification status letters to the courts to provide targeted feedback and detailed next steps. Provisionally certified courts have until February 1, 2014 to correct issues and resubmit certification applications. The Certification and Peer Review Subcommittee(s) of the Accountability Court Committee will review resubmissions in February and will update the fiscal year 2015 and fiscal year 2016 certification status for those courts in March. AOC staff will continue working with courts that have questions or concerns regarding certification.

Through a grant from the Bureau of Justice Assistance (BJA), the AOC continues to work with NPC Research to develop and implement the peer review process for both adult felony drug courts and adult mental health courts as approved by the Judicial Council. A pool of adult felony drug court peer reviewers has been assembled. Six peer reviewers will attend a pilot training session on January 17, 2014 with a pilot site visit to be conducted at the end of January. (Pilot activities will inform finalization of the peer review process and materials.) The full peer review pool will be trained in February and peer reviews for adult felony drug courts will begin in March. AOC staff will continue working on implementing the peer review process for adult mental health courts.

Georgia Accountability Courts FY 2014 Quarter 1 Summary January 2014

Introduction

AOC staff revised the accountability courts data collection form for fiscal year 2014. The revision was required to inform the accountability court certification process and to allow for and more reliable data analysis and validation. The AOC designed the new form to collect longitudinal data on Georgia accountability courts, allowing the AOC to measure recidivism, collect demographics, and detect program deficiencies across the state. The AOC released the new form in July 2013, and courts had until October 15, 2013 to submit first quarter (July through September) reports.

Reporting

Of the 99 courts required to report, 78 responded (79 percent). AOC staff checked reports for data errors and requested resubmission from courts with issues. Three reports were not included in analysis due to late resubmission, and therefore, staff analyzed data from 75 courts. The following table shows reporting by court type.

Court Type	Reported	%	Did Not Report	%	Total
Adult Felony Drug Court	28	78%	8	22%	36
Adult Mental Health Court	15	83%	3	17%	18
DUI/Drug Court	14	78%	4	22%	18
Juvenile Drug Court	7	58%	5	42%	12
Family Dependency Drug Court	8	89%	1	11%	9
Juvenile Mental Health Court	2	100%	0	0%	2
Adult Mental Health/Drug Court	2	100%	0	0%	2
Veterans' Court	2	100%	0	0%	2
Total	78	79%	21	21%	99

The 78 courts reported 3,786 active participants and 358 graduates during the first quarter.

Recidivism and Reoffending

As a longitudinal study, the new report will allow the calculation of recidivism and reoffending rates once multiple quarters of data are collected. The following summaries are what can be determined from only first quarter data. More analysis is available on the AOC's accountability courts website (<http://www.georgiacourts.gov/index.php/aoc/court-services/accountability-courts>).

While best practices urge courts to collect three to five years of recidivism data, only 30 of 99 (30 percent) Georgia courts are doing so. Almost half of courts (48 percent) collected about two years of recidivism data. Twenty-one courts (20 percent) are not collecting recidivism data at all; half of those are adult felony drug courts.

1. Three percent of active participants were arrested on new charges, and two percent of active participants were convicted of new charges, including felonies, misdemeanors, and probation violations.
2. Courts classified 83 percent of active participants as substance abusers, and four percent of all active participants had positive drug screens.
3. HB 1176¹ requires the Judicial Council to establish standards and practices for adult felony accountability courts, which include the use of a risk and needs assessment to identify the likelihood of recidivating. The table below identifies these felony courts that reported having assessed new participants and their classifications.

Court Type	Number of courts that reported risk assessed participants (new)	Number of courts that did not answer question²	New participants assessed as moderate risk	New participants assessed as high risk
Adult Felony Drug Court	21	7	112	304
Adult Felony/Mental Health Court	1	1	4	4
Adult Mental Health Court	12	3	26	29

Training and Technical Assistance

A new date has been announced for the 2014 Georgia Accountability Courts Conference due to hotel scheduling. The previous August date has changed to **September 14-17, 2014**.

¹House Bill 1176 (2012), retrieved from <http://www.legis.ga.gov/legislation/20112012/127628.pdf>

²Court may not be required to use a risk assessment tool at this time. Requirement depends on implementation schedule, certification status, training on use of assessment tool, and staffing capable of using risk assessment tool.



**Judicial Council of Georgia
Administrative Office of the Courts**

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Meeting of the Judicial Workload Assessment Committee

Ratley Training Room, Administrative Office of the Courts

244 Washington Street SW

Suite 300

Atlanta, GA 30334

November 1, 2013 • 10:00 a.m.

Members Present:

Judge David Emerson, Chair

Chief Judge Joe Bishop

Mr. Phil Boudewyns

Chief Judge William Boyett

Ms. Cinda Bright

Judge LeRoy Burke III

Chief Judge Michael Cielinski

Judge Doris Downs

Judge Annie Holder (*via telephone*)

Mr. Bart Jackson

Judge Sheryl Jolly (*via telephone*)

Judge Stephen Kelley

Chief Judge Russell McClelland

Mr. Bob Nadekow (*via telephone*)

Mr. Will Simmons

Staff Present:

Mr. Wesley Acosta

Mr. Jordan Dasher

Mr. Christopher Hansard

Ms. Tracy Mason

Ms. Kimberly Miller

Ms. Molly Perry

Ms. Maggie Reeves

Call to Order

Judge Emerson called the meeting to order at 10:05 a.m.

Approval of Minutes

The committee unanimously approved the minutes without amendment.

Strategic Plan FY 2014 – 2016

Ms. Molly Perry explained the Judicial Council's strategic plan roadmap to the Committee. The roadmap includes priority initiatives such as improving citizen experience, improving collaboration and planning, and building thought leadership.

Using CourTools to Enhance Georgia's Courts

Judge Emerson discussed the importance of CourTools and the need to count dispositions, open cases, and additional items. He also expressed the desire to know the cost of each case and the cost the General Assembly and local counties pay for the courts.

Ms. Tracy Mason presented CourTools and the benefits of its use, including the streamlining of case management. She reported that the certification course through the Institute for Court Management provides court personnel with tools to objectively assess their court's performance and identify areas in need of improvement.

Judge Emerson emphasized the importance of time to disposition. Judge Emerson had a question regarding time standards and how "open" and "no-show" cases would be excluded or placed on an inactive status. Judge Kelley raised a question about what point should the clock begin for time to disposition. Judge Downs suggested it should be from time of arrest. Judge Burke expressed interest in the collection of data points every time a case hits a certain mark in the process. Staff presented options and recommendations, based on NCSC best practices, for how to handle the issues raised by the judges.

Judicial Workload Assessment Committee Charge Presentation

Mr. Christopher Hansard reviewed the four Judicial Workload Assessment Committee charges. The charges were presented as follows.

- A. Identify data elements from all classes of court for annual caseload study.
- B. Recommend a new, electronic approach for collecting caseload and other data from all courts which will include criminal and civil filing and disposition information.
- C. Update the methodology and policy used to analyze the need for superior court judgeships, including (1) re-establishing collection of open and disposed cases, (2)

establishing a regular schedule for updating Georgia's case weights, and (3) studying the need for workload analysis of limited jurisdiction courts.

D. Develop statewide performance standards for all classes of courts to aid in their court management.

Judges commented on the uniformity of data collection and the cost of changing case management systems. Judge Emerson also stated that the needs vary by each level of court.

Mr. Hansard presented the Committee with recommendations for each charge.

A. and B. Staff will work with small groups to identify and recommend changes to caseload reporting forms. The Committee will form a subcommittee to develop plans for an electronic caseload reporting system.

C. Rewrite the Judicial Council Policy for Judgeship and Circuit Boundary Studies. Study the need for workload analysis of limited jurisdiction courts.

D. Staff will collect data from Georgia courts, analyze it, and develop recommended time standards based on their analysis.

Next Meeting

The Committee agreed that staff should continue moving forward with their recommended plan of action for each charge. Judge Emerson set the next Judicial Workload Assessment Committee meeting for a Friday within the next three months.

The meeting adjourned at 12:12 p.m.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Memorandum

TO: Judicial Council Members

FROM: Marla S. Moore, Director

RE: Judicial Council Budget & Financial Report

DATE: February 7, 2014

The Judicial Council received \$12,211,112 in State Appropriations for Fiscal Year 2014. The attached financial report outlines the allocation of these funds and expenditures through January 31, 2014.

We are also including a Fiscal Year 2014 overview highlighting various components of the Judicial Council budget and enhancement requests for the 2014 legislative session.

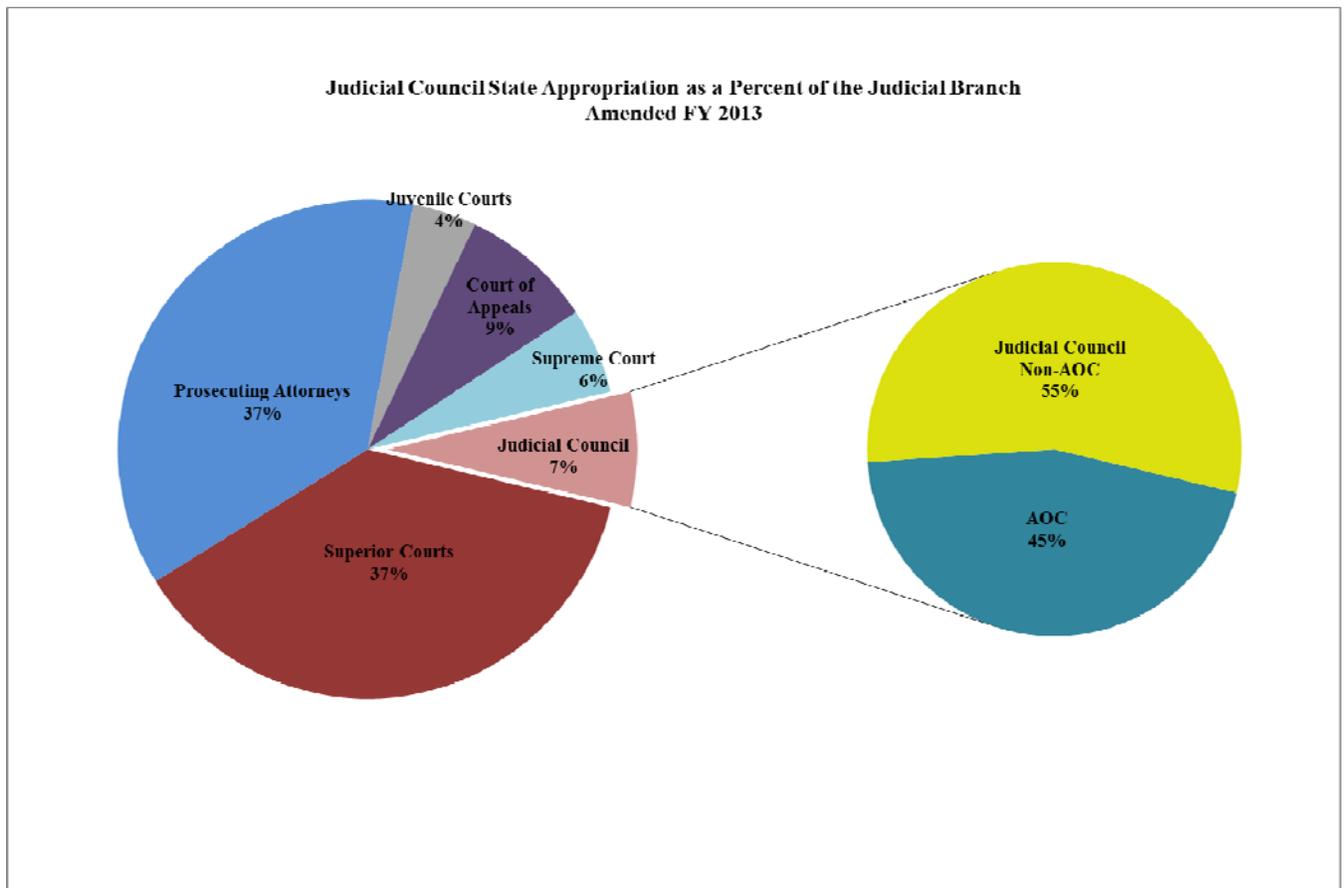
Judicial Council of Georgia Fiscal Year 2014 Overview

Judicial Council FY 2014 Budget Overview:

Judicial Council total state funds 10.1 million dollars. Highlights:

- 1.7 million in grants supporting civil legal services to victims of domestic violence
- 1.1 million allocated to the Council of State Court Judges to fund the retirement of state court judges
- 6.1 million dollars of state general funds are allocated to support the Administrative Office of the courts.

- The Judicial Council was 7% of the Judicial Branch State Appropriation for AFY 13.
 - 3% Administrative Office of the Courts
 - 4% Non-Administrative Office of the Courts Agencies and Programs



Personnel Overview

Judicial Council programs staffed by the Administrative Office of the Courts

Employment Status	Staffing Level
Full Time Employees	69
Part-Time Employees	2
Contractors	4
Total	75

Funding Status	Staffing Level
100% State Funded	58
100% Other (grant & fee)	14
Combination State & Other	3
Total	75

**The Administrative Office of the Courts provides staff to the Office of Dispute Resolution, County and Municipal Probation Advisory Council, Child Support Collaborative, the Georgia Commission on Family Violence, and the Accountability Court Committee.
(December 2013)*

AFY 14 & FY 15 Judicial Council Prioritized Enhancement Requests

<i>Requests</i>	<i>AFY 14</i>	<i>% of AFY 14 Increase</i>	<i>FY 15</i>	<i>% of FY 15 Increase</i>
1. Institute of Continuing Judicial Education	20,580	8%	39,182	2%
2. Accountability Court Committee	19,702	7%	78,806	5%
3. Administrative Office of the Courts	52,000	20%	208,000	12%
4. Council of Probate Court Judges	27,840	11%	111,363	6%
5. Legal Services to Victims of Domestic Violence	0	0%	772,502	44%
6. County and Municipal Probation Advisory Council	16,580	6%	66,320	4%
7. Family Law Information Center	0	0	61,019	4%
<i>Council of State Court Judges Retirement</i>	120,272	46%	410,508	23%
<i>GBA Rent Increase (Administrative Office of the Courts)</i>	6,384	2%	6,329	0%
<i>Total</i>	263,358	100%	1,754,029	100%

FY 2014 Judicial Council Section Appropriation: **12,322,112**

AFY 14 Enhancement Request	136,702	1.11%
AFY 14 Adjustments	<u>126,656</u>	<u>1.03%</u>
AFY 2014 Total Request	263,358	2.14%

AFY 2014 Total Judicial Council Section Request **12,585,470**

FY 15 Enhancement Requests	1,337,192	10.85%
FY 15 Adjustments	<u>416,837</u>	<u>3.38%</u>
FY 2015 Total Request	1,754,029	14.26%

FY 2015 Total Judicial Council Section Request **14,076,141**

Enhancement Requests

1. **Institute of Continuing Judicial Education:** Infrastructure funds are requested for AFY 14. Funds are requested for FY 15 to employ one full-time event planner (\$25k plus benefits) to support the training of judges.

AFY 14 - \$20,580
FY 15 - \$39,182

2. **Accountability Court Committee:** Funds are sought for a position unfunded during the FY 14 Legislative session. Though funds were reduced, the statutory responsibilities did not diminish.

AFY 14 - \$19,702
FY 15 - \$78,806

3. **Administrative Office of the Courts:** Funds requested for the creation of a statewide General Civil E-Filing Portal for all classes of courts. A Contractor/Vendor would be hired under this funding request to fulfill the scope of the project.

AFY 14 - \$52,000
FY 15 - \$208,000

4. **Council of Probate Court Judges:** Funds requested to create the position of Executive Director for the Council of Probate Court Judges.

AFY 14 - 27,840
FY 15 - \$111,363

5. **Legal Services to Victims of Domestic Violence:** Funds requested to increase grant funds to local organizations for civil legal services to victims of domestic violence. This request to enhance this budget has come from and is supported by the State Bar's Committee to Promote Inclusion in the Profession.

FY 15 - \$772,502

6. **County and Municipal Probation Advisory Council:** Funding is sought to fill one compliance monitor position, presently vacant due to reductions in funding, and operating funds necessary to fulfill regulatory compliance duties.

AFY 14 - \$16,580

FY 15 - \$66,320

7. **Family Law Information Center (FLIC):** Funding is sought to establish a FLIC for the Pataula Judicial Circuit, a rural multi-county circuit in South Georgia. A FLIC helps self-represented litigants gain access to courts, improves document quality and ultimate outcomes and saves court time.

FY 15 - \$61,019

Adjustment Requests

Council of State Court Judges Retirement: Funds requested as determined by the Georgia Judicial Retirement System for the Council to meet its financial obligations for employer contributions to its members.

AFY 14 - \$120,272

FY 15 - \$410,508

GBA Rent Increase (AOC): Rate as identified by the Georgia Building Authority.

AFY 14 - \$6,384

FY 15 - \$6,329

Judicial Council Operations FY14

As of January 31, 2014

DEPARTMENT	PROJECT	BUDGET	YTD TOTAL		Budget Spent
			EXPENSES	REMAINING	
Director's Division	101	1,110,814	591,981	518,833	53%
Judicial Council Operations	102	16,931	12,470	4,461	74%
Gov and Trial Court Liaison	105	472,330	278,552	193,778	59%
AOC Operations	110	941,746	554,040	387,706	59%
Financial Administration Division	111	717,185	418,173	299,012	58%
AOC Administration	112	50,769	46,575	4,194	92%
Planning, Research and Data Analysis	130	393,249	221,906	171,343	56%
Court Services Administration	143	343,062	193,560	149,502	56%
Office of Communications and Outreach	150	22,500	20,212	2,288	90%
Justice for Children	173	308,552	179,584	128,968	58%
Family Law Information Center	176	49,266	19,248	30,018	39%
Board of Court Reporting	182	58,819	34,809	24,010	59%
Language Access Programs	183	67,517	43,310	24,207	64%
Technology Administration	190	348,154	200,823	147,332	58%
Data Management Services	191	409,680	272,154	137,526	66%
Technology Infrastructure	192	196,356	141,882	54,474	72%
Technology Support Services	193	644,657	379,230	265,427	59%
Administrative Office of The Courts		6,151,587	3,608,508	2,543,079	59%
CMPAC	184	247,866	140,002	107,864	56%
Child Support Collaborative	174	105,381	63,869	41,512	61%
Georgia Council of Court Administrators	141	4,057	4,040	17	100%
Council of Magistrate Court Judges	204	166,177	83,694	82,483	50%
Council of Probate Court Judges	205	61,216	25,132	36,084	41%
Council of State Court Judges	206	220,995	139,118	81,877	63%
Council of State Court Judges Ret.	207	1,116,970	404,293	712,677	36%
Council of Municipal Court Judges	142	16,185	3,500	12,685	22%
Legal Services for Domestic Violence	103	1,727,498	1,727,498	0	100%
Georgia Commission on Family Violence	700	360,872	158,847	202,025	44%
Other Judicial Council Subprograms		4,027,217	2,749,994	1,277,224	68%
Accountability Courts	195	233,015	115,684	117,331	50%
Accountability Courts Conference	198	120,000	120,000	0	100%
Resource Center	500	800,000	466,666	333,334	58%
Judicial Qualifications Commission	400	518,504	179,560	338,944	35%
Inst for Continuing Jud Ed Operations	300	471,789	160,236	311,553	34%
Separate Judicial Council Programs		2,143,308	1,042,146	1,101,162	49%
TOTAL JUDICIAL COUNCIL		12,322,112	7,400,648	4,921,464	60%

Section 6: Judicial Council

Accountability Courts

Continuation Budget

The purpose of this appropriation is to support adult felony drug courts, DUI courts, juvenile drug courts, family dependency treatment courts, and mental health courts, as well as the Judicial Council Accountability Court Committee. No state funds shall be provided to any accountability court where such court is delinquent in the required reporting and remittance of all fines and fees collected by such court.

TOTAL STATE FUNDS	\$353,015	\$353,015	\$353,015
State General Funds	\$353,015	\$353,015	\$353,015
TOTAL PUBLIC FUNDS	\$353,015	\$353,015	\$353,015

15.1 Increase funds for personnel for one certification program officer position starting April 1, 2014.

State General Funds	\$19,702	\$0	\$0
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15.100 Accountability Courts

Appropriation (HB 743)

The purpose of this appropriation is to support adult felony drug courts, DUI courts, juvenile drug courts, family dependency treatment courts, and mental health courts, as well as the Judicial Council Accountability Court Committee. No state funds shall be provided to any accountability court where such court is delinquent in the required reporting and remittance of all fines and fees collected by such court.

TOTAL STATE FUNDS	\$372,717	\$353,015	\$353,015
State General Funds	\$372,717	\$353,015	\$353,015
TOTAL PUBLIC FUNDS	\$372,717	\$353,015	\$353,015

Georgia Office of Dispute Resolution

Continuation Budget

The purpose of this appropriation is to oversee the state's court-connected alternative dispute resolution (ADR) services by promoting the establishment of new ADR court programs, providing support to existing programs, establishing and enforcing qualifications and ethical standards, registering ADR professionals and volunteers, providing training, administering statewide grants, and collecting statistical data to monitor program effectiveness.

TOTAL STATE FUNDS	\$0	\$0	\$0
State General Funds	\$0	\$0	\$0
TOTAL AGENCY FUNDS	\$172,890	\$172,890	\$172,890
Sales and Services	\$172,890	\$172,890	\$172,890
Collection/Administrative Fees	\$172,890	\$172,890	\$172,890
TOTAL PUBLIC FUNDS	\$172,890	\$172,890	\$172,890

16.100 Georgia Office of Dispute Resolution

Appropriation (HB 743)

The purpose of this appropriation is to oversee the state's court-connected alternative dispute resolution (ADR) services by promoting the establishment of new ADR court programs, providing support to existing programs, establishing and enforcing qualifications and ethical standards, registering ADR professionals and volunteers, providing training, administering statewide grants, and collecting statistical data to monitor program effectiveness.

TOTAL AGENCY FUNDS	\$172,890	\$172,890	\$172,890
Sales and Services	\$172,890	\$172,890	\$172,890
Collection/Administrative Fees	\$172,890	\$172,890	\$172,890
TOTAL PUBLIC FUNDS	\$172,890	\$172,890	\$172,890

Institute of Continuing Judicial Education

Continuation Budget

The purpose of this appropriation is to provide basic training and continuing education for Superior Court Judges, Juvenile Court Judges, State Court Judges, Probate Court Judges, Magistrate Court Judges, Municipal Court Judges, Superior Court Clerks, Juvenile Court Clerks, Municipal Court Clerks, and other court personnel.

TOTAL STATE FUNDS	\$471,789	\$471,789	\$471,789
State General Funds	\$471,789	\$471,789	\$471,789
TOTAL AGENCY FUNDS	\$703,203	\$703,203	\$703,203
Sales and Services	\$703,203	\$703,203	\$703,203
Training Fees	\$703,203	\$703,203	\$703,203
TOTAL PUBLIC FUNDS	\$1,174,992	\$1,174,992	\$1,174,992

17.1 Increase funds for maintenance and repairs.

State General Funds	\$20,580	\$20,580	\$0
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17.100 Institute of Continuing Judicial Education

Appropriation (HB 743)

The purpose of this appropriation is to provide basic training and continuing education for Superior Court Judges, Juvenile Court Judges, State Court Judges, Probate Court Judges, Magistrate Court Judges, Municipal Court Judges, Superior Court Clerks, Juvenile Court Clerks, Municipal

Court Clerks, and other court personnel.

TOTAL STATE FUNDS	\$492,369	\$492,369	\$471,789
State General Funds	\$492,369	\$492,369	\$471,789
TOTAL AGENCY FUNDS	\$703,203	\$703,203	\$703,203
Sales and Services	\$703,203	\$703,203	\$703,203
Training Fees	\$703,203	\$703,203	\$703,203
TOTAL PUBLIC FUNDS	\$1,195,572	\$1,195,572	\$1,174,992

Judicial Council

Continuation Budget

The purpose of this appropriation is to support the Administrative Office of the Courts; to support accountability courts and the Judicial Council Accountability Court Committee; to provide administrative support for the councils of the Magistrate Court Judges, the Municipal Court Judges, the Probate Court Judges, and the State Court Judges; to operate the Child Support E-Filing system, the Child Support Guidelines Commission, the Commission on Interpreters, the County and Municipal Probation Advisory Council, the Georgia Commission on Family Violence, and the Children and Family Courts division; and to support the Committee on Justice for Children.

TOTAL STATE FUNDS	\$10,178,804	\$10,178,804	\$10,178,804
State General Funds	\$10,178,804	\$10,178,804	\$10,178,804
TOTAL FEDERAL FUNDS	\$2,552,935	\$2,552,935	\$2,552,935
Child Support Enforcement Title IV-D CFDA93.563	\$749,055	\$749,055	\$749,055
State and Community Highway Safety CFDA20.600	\$49,611	\$49,611	\$49,611
State Court Improvement Program CFDA93.586	\$883,172	\$883,172	\$883,172
Substance Abuse & Mental Health Service Projects CFDA93.243	\$811,065	\$811,065	\$811,065
Violence Against Women Formula Grants CFDA16.588	\$60,032	\$60,032	\$60,032
TOTAL AGENCY FUNDS	\$268,905	\$268,905	\$268,905
Sales and Services	\$268,905	\$268,905	\$268,905
Collection/Administrative Fees	\$120,000	\$120,000	\$120,000
Drug Courts Conference Fees	\$86,000	\$86,000	\$86,000
Probate Court Judges Fees	\$15,000	\$15,000	\$15,000
Sales and Services Not Itemized	\$47,905	\$47,905	\$47,905
TOTAL PUBLIC FUNDS	\$13,000,644	\$13,000,644	\$13,000,644

18.1 *Increase funds for the Judicial Retirement System contributions for State Court Judges. (H and S:Increase funds to reflect an adjustment to the employer share of the Judicial Retirement System and the Employees' Retirement System)*

State General Funds	\$120,272	\$105,631	\$105,631
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18.2 *Increase funds for personnel for an Executive Director for the Council of Probate Court Judges.*

State General Funds	\$27,840	\$0	\$0
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18.3 *Increase funds for operations for regulatory oversight of misdemeanor probation providers.*

State General Funds	\$16,580	\$0	\$16,580
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18.4 *Increase funds for the rental rate increase by Georgia Building Authority.*

State General Funds	\$6,384	\$6,384	\$6,384
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18.5 *Increase funds to support the statewide civil e-filing portal for all courts.*

State General Funds	\$52,000	\$52,000	\$52,000
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18.100 Judicial Council

Appropriation (HB 743)

The purpose of this appropriation is to support the Administrative Office of the Courts; to support accountability courts and the Judicial Council Accountability Court Committee; to provide administrative support for the councils of the Magistrate Court Judges, the Municipal Court Judges, the Probate Court Judges, and the State Court Judges; to operate the Child Support E-Filing system, the Child Support Guidelines Commission, the Commission on Interpreters, the County and Municipal Probation Advisory Council, the Georgia Commission on Family Violence, and the Children and Family Courts division; and to support the Committee on Justice for Children.

TOTAL STATE FUNDS	\$10,401,880	\$10,342,819	\$10,359,399
State General Funds	\$10,401,880	\$10,342,819	\$10,359,399
TOTAL FEDERAL FUNDS	\$2,552,935	\$2,552,935	\$2,552,935
Child Support Enforcement Title IV-D CFDA93.563	\$749,055	\$749,055	\$749,055
State and Community Highway Safety CFDA20.600	\$49,611	\$49,611	\$49,611
State Court Improvement Program CFDA93.586	\$883,172	\$883,172	\$883,172
Substance Abuse & Mental Health Service Projects CFDA93.243	\$811,065	\$811,065	\$811,065
Violence Against Women Formula Grants CFDA16.588	\$60,032	\$60,032	\$60,032
TOTAL AGENCY FUNDS	\$268,905	\$268,905	\$268,905
Sales and Services	\$268,905	\$268,905	\$268,905
Collection/Administrative Fees	\$120,000	\$120,000	\$120,000
Drug Courts Conference Fees	\$86,000	\$86,000	\$86,000
Probate Court Judges Fees	\$15,000	\$15,000	\$15,000
Sales and Services Not Itemized	\$47,905	\$47,905	\$47,905
TOTAL PUBLIC FUNDS	\$13,223,720	\$13,164,659	\$13,181,239



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Memorandum

TO: Judicial Council Members

FROM: Marla S. Moore, Director

RE: Review and Approval of Training Curricula for Georgia Magistrate and Georgia Municipal Courts Training Councils

DATE: December 19, 2013

The Judicial Council is required under OCGA § 15-10-131 (3) and 36-32-21 (5) to approve curricula of the magistrate and municipal courts training councils. The 2014 curricula for both have been approved by their respective training councils and are enclosed for your review and approval.

Mr. Richard Reaves, Executive Director of the Institute of Continuing Judicial Education, will be in attendance at the Judicial Council meeting and will answer any questions you may have.

2014 ICJE COURSES

Magistrate Court

COURSE	SEATS	DATE	VENUE
CERTIFICATION			
40-Hr. (Criminal Law) Basics* for New, Non-Attorney Magistrates	40	Feb. 23-28	UGA Hotel & Conference Center, Athens
6-Hr. Mentor Certification* for New Mentor Judges	20	March 4	UGA Hotel & Conference Center, Athens
40-Hr. (Civil Law) Basics* for New, Non-Attorney Magistrates	40	Sept. 14-19	UGA Hotel & Conference Center, Athens
RECERTIFICATION			
12-Hr. Civil Boot Camp	50	March 17-18	UGA Hotel & Conference Center, Athens
12-Hr. Domestic Violence* (e-Learning) <i>No Travel!</i>	30	April 7-25	Online (3 hrs. ONLINE each week PLUS 3 hrs. advance reading)
12-Hr. Recertification Survey & Council Meetings (May 4)	175	May 5-6	Legacy Lodge, Lake Lanier Islands
12-Hr. Magistrate Court Clerks	75	June 19-20	Jekyll Island Club, Jekyll Island
12-Hr. Elder Abuse* (e-Learning) <i>No Travel!</i>	30	July 7-25	Online (3 hrs. ONLINE each week) PLUS 3 hrs. advance reading)
12-Hr. Accountability Courts-Collaborative Justice* (e-Learning) <i>No travel!</i>	30	Aug. 4-22	Online (3 hrs. ONLINE each week) PLUS 3 hours advance reading)
12-Hr. Recertification Survey & Council Meetings (Oct. 19)	175	Oct. 20-21	Hilton Savannah DeSoto, Savannah
Council of Magistrate Court Judges			
Council Meetings are combined/blended with ICJE Recertification Courses			See related courses above

* Full attendance and participation required for MCJE credit.

To request enrollment in the above courses, follow payment and sign-up instructions for your class of court. Go to <http://icje.uga.edu>. Select *Judges & Clerks Training*. Then, select relevant class of court e.g. *Magistrate, Municipal, etc.*

2014 ICJE COURSES

Specialty Courses

(Open to Judges from All Classes of Court)**

COURSE	SEATS	DATE	VENUE
12-Hr. Judging and Humanities*	5 (Mag.)	Mar. 14	UGA Hotel & Conference Center, Athens
12-Hr. Substances of Abuse* (Advance reading required)	60	Oct. 28	UGA Hotel & Conference Center, Athens
1-Hr. ICJE Online Webinar Series (No Travel!)	TBA	TBA	Online: Request Enrollment via Rich Reaves, ICJE
Other cross-class-of-court products			TBA

* Full attendance and participation required for MCJE credit.

** If you wish to request enrollment in the above Specialty Courses, ensure that you know the MCJE eligibility rules for your class of court as determined by each Training Council or Educational Planning Committee.

To request enrollment in the above courses, follow payment and sign-up instructions for your class of court. Go to <http://icje.uga.edu>. Select *Judges & Clerks Training*. Then, select relevant class of court e.g. *Magistrate, Municipal*, etc.

Calendar Year 2014

MUNICIPAL COURT JUDGES	2014 DATES	LOCATION
Municipal Court Judges Humanities	March 14	UGA Hotel & Conference Center, Athens
12 Hour Municipal Court Judges	June 24-27	Jekyll Island Club Resort
20 Hour Municipal Court Judges	June 24-27	Jekyll Island Club Resort
Toxicology/DUI for Municipal Court Judges	September 4-5	UGA Hotel & Conference Center, Athens
12 Hour Municipal Court Judges	October 8-10	UGA Hotel & Conference Center, Athens
20 Hour Municipal Court Judges	October 8-10	UGA Hotel & Conference Center, Athens
Municipal Court Judges – Ethics	November 13-14	Oconee Fall Line Tech College, Dublin

MUNICIPAL COURT CLERKS	2014 DATES	LOCATION
New Municipal Court Clerks Certification	February 6-7	UGA Hotel & Conference Center, Athens
Municipal Court Clerks Recertification	April 9-10	Nessmith-Lane Conference Center, Georgia Southern Univ., Statesboro
Municipal Court Clerks Recertification	May 7-8	UGA Conference Center, Tifton
Municipal Court Clerks Recertification	August 27-28	Kennesaw State University
New Municipal Court Clerks	September 24-25	UGA Conference Center, Tifton
Municipal Court Clerks Recertification	November 5-6	UGA Hotel & Conference Center, Athens



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Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Access & Fairness Projects January 2014

Partnership with the Center for Public Policy Studies

The Center for Public Policy Studies (CPPS) continues its work with the Georgia courts through the Immigration and the State Courts Initiative and the Human Trafficking and the State Courts Collaborative.

Shortly after the September 2013 Judicial Council meeting, Dr. Steven Weller traveled to Jekyll Island to lead a training session at the Council of Magistrate Court Judges Fall Conference. This served as the conclusion of the Immigration and the State Courts Initiative in Georgia. Each class of court was targeted for trainings through this project, through ICJE-sponsored conferences and a separate AOC-hosted seminar.

Two meetings of the Human Trafficking and the State Courts Collaborative have taken place this fall. On September 30, project staff convened a remote meeting (via teleconference and webinar) to determine the priorities and next steps of the project, following the initial project meetings held in the spring. On December 12, a meeting of the full collaborative was convened and led by Drs. John Martin and Steven Weller. Participants reviewed bench and information cards, focusing on resources available for trafficking victims and how the courts can access them, as well as the format and content for judicial training seminars. Work on the Collaborative will continue through 2014.

ADA Handbook Revision

Staff is working with the State ADA Coordinator's Office to complete a comprehensive revision and update to the 2004 publication *A Meaningful Opportunity to Participate: A Handbook for Georgia Court Officials on Courtroom Accessibility for Individuals with Disabilities* ("ADA Handbook").

The ADA Handbook was published in 2004 as a joint effort of the Commission on Access and Fairness in the Courts and the State ADA Coordinator's Office. The handbook has served as a valuable resource to judges and court personnel, and staff continues to provide this resource when responding to inquiries and requests. As the ten-year anniversary of its publication approaches, advancements in the field necessitate a comprehensive review and update.

Access to Justice

AOC staff serves as representatives from the judicial branch on the State Bar of Georgia Access to Justice Committee. Several projects include:

- Enhance the self-help services provided by local courts, through:
 - facilitation of information-sharing between existing self-help centers, and

- development of a Self-Help Center Tool Kit for those courts wishing to establish such a program.
- Public education about existing self-help resources.

Please contact Tracy Mason or Erin Oakley at (404) 656-5171 if you would like additional information about these projects.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Institute for Court Management *Court Performance Standards: CourTools* Statewide Training Initiative

Since the September 2013 Judicial Council meeting, AOC staff has reached out to many groups as part of the *CourTools* Statewide Training Initiative. The goals of the Initiative are to bring awareness of *CourTools* measures to court administrators, clerks, and judges, and to train court administrators and clerks to measure their work using *CourTools*.

The following groups have received a 15-minute introductory session, or the equivalent materials, for consideration:

- Magistrate Court Training Council – October 6, 2013
- Probate Court Training Council – October 7, 2013
- Municipal Court Training Council – October 11, 2013
- Council of State Court Judges Education Committee – October 15, 2013
- Council of Juvenile Court Judges Education/Certification Committee – October 27, 2013

Additionally, the one-hour primer session has been presented to:

- Georgia Council of Court Administrators – September 11, 2013
- ICJE-facilitated all judges webinars – September 19-20, 2013
- Clarkston Municipal Court – October 3, 2013
- Judicial Workload Assessment Committee – November 1, 2013

The Council of Superior Court Judges Mandatory Continuing Judicial Education Committee will consider the *CourTools* proposal at its January 2014 meeting. The one-hour primer session will be presented at the Council of Probate Court Judges' Spring Conference. Faculty is working to identify and confirm additional venues to present the one-hour primer, which include the possibility of targeted judicial district trainings. Faculty hopes to present the full two and a half day Institute for Court Management certification course during Fall 2014.

For more information about *CourTools* or to schedule a faculty presentation for your council or committee, please contact Tracy Mason at tracy.mason@gaaoc.us. Further details may be accessed at www.courtools.org.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Continuum of Criminal Justice Responses to Drug Involved Offenders: Implementation Status

Overview

In 2013, The National Judicial College (NJC) released *Principles of an Effective Criminal Justice Response to the Challenges and Needs of Drug-Involved Individuals*, a conceptual framework for criminal justice systems grappling with growing and high-need populations of addicted and substance using individuals.

The *Principles* report outlines ten operating guidelines that define highly-successful system-level responses to address the needs of drug involved individuals. In conjunction with the work on the *Principles* report, NJC began working with the Georgia Administrative Office of the Courts (AOC) to provide technical assistance to Georgia judicial circuits, Appalachian, Bell-Forsyth, and Pataula, on assessing their system for its gaps on how the needs of drug involved individuals are addressed and help guide them in making improvements to address these issues.

Each judicial circuit has entered into a memorandum of understanding with the T.A. Partners and work has now begun to complete those tasks and scheduled to end in Spring 2014. Below are the overarching goals and tasks identified for each judicial circuit.

Appalachian Judicial Circuit

Overarching Goals

1. Target highest need and most appropriate participants for drug court
2. Screen and, where appropriate, assess defendants for criminogenic and clinical purposes as early as possible in the criminal justice system
3. Provide appropriate and individualized treatment services for all participants, based on their risk, severity of substance use disorder, and other criminogenic needs.
4. Provide participants the tools they need to succeed and sustain sobriety after they graduate from the drug court program
5. Increase surveys and tools to better evaluate the accountability court programs and be able to determine the measurable outcomes of the programs.
6. Effect positive change and promote satisfaction and investment in treatment among drug court participants during the drug court program.

Action Plan Tasks

1. Outline a proposal to implement screening at the pretrial phase through pretrial services in Pickens County
2. Based on feedback from Appalachian team, begin implementation of a screening pilot through pretrial services in Pickens County
3. Identify strengths and opportunities for improvement in existing treatment services
4. Review existing surveys and tools used to collect data and evaluate the accountability courts programs

Bell-Forsyth Judicial Circuit

Overarching Goals

1. Target highest need and most appropriate participants for drug court
2. Maximize the use of limited resources to produce the greatest gains in reducing substance abuse
3. Reduce the number of drug-involved individuals in prison
4. Increase the number of formerly drug-involved individuals who are working and fully-functioning members of the community
5. Aggressively prosecute drug traffickers
6. Prevent escalation of substance abuse and target underage drinking.

Action Plan Tasks

1. Conduct a screening pilot through pretrial services for 30 days.
2. Identify strengths and opportunities for improvement in existing treatment services.
3. Build the knowledge and skills among judges prosecutors, defense counsel, pretrial, jail personnel, and probation relative to addiction science and the resources in Bell Forsyth's drug court.

Pataula Judicial Circuit

Overarching Goals

1. Get people drug-free.
2. Ensure that those in treatment feel that they have accomplished something, such as gaining new skills.
3. Serve the entire circuit – all seven counties.
4. Promote drug court as a worthy service and graduation from it as praiseworthy.
5. Build broader community investment in drug court
6. Focus drug court on the most severe cases of substance use disorder
7. Hold people accountable for their crimes

Action Plan Tasks

1. Promote the early participation of defendants in drug court
2. Expand the scope of sanctions and incentives and align them with the research.
3. Explore and expand treatment alternatives matched to the needs of drug court participants.
4. Institutionalize regular communication and coordination between probation and treatment.



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice **Hugh P. Thompson**
Chair

Marla S. Moore
Director

Georgia Courts Registrar

The Administrative Office of the Courts (AOC) credentials and provides related customer support for nearly 5,000 court professionals and judicial officers, including:

- Court reporters and court reporting firms;
- Family violence intervention programs;
- Court interpreters;
- Magistrate judges, municipal judges, and municipal clerks;
- Neutrals;
- Misdemeanor probation providers; and
- Process servers.

To unify the seven disparate licensing processes and create a tool that gives these professionals web-based information access, the AOC has created the Georgia Courts Registrar. This system will streamline AOC operations and allow for improved customer service by minimizing paper-based processes. The Registrar will have separate launch dates for the seven business units, the first of which will occur in early January 2014. Below is a brief outline of the Registrar's functionality.

Project Outline

Purpose: Create a user-friendly system for court professionals, judicial officers, and AOC staff that will accomplish the following objectives.

- Enable users to:
 - Submit new and renewal applications, accompanying documents, and payment;
 - Check the status of their applications and renewals; and
 - Update their information and access copies of their licenses.
- Give AOC staff the ability to:
 - Process all seven groups' information in a unified manner;
 - Eliminate unnecessary data verification and data entry;
 - Monitor the status of applicants and renewals;
 - View all applicant materials and be able to add additional documents;
 - View historical applicant profiles and materials;
 - Allow for variable administrator privileges; and
 - Pull dynamic reports and macro data for reporting purposes.

- Provide the public with the ability to locate (online) court professionals based on several categories of information.

For more information, please contact Maggie Reeves (maggie.reeves@gaaoc.us, 404-463-0350).



Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

Georgia Court Cost Study Report October 28, 2013

Introduction

Since 1976, the Judicial Council of Georgia and Administrative Office of the Courts (AOC) have worked with local officials to collect salary data from superior, state, juvenile, probate, magistrate, civil, recorder's, and municipal courts. Georgia law requires the AOC to "compile statistical and financial and other information on the judicial work of the courts and on the work of other offices related to and serving the courts" (OCGA §15-5-24 (3)).

The salary data are used to inform state and county resource decisions and to assist stakeholder policy analysis. In addition, judicial salary data are reported to the National Center for State Courts to provide comparisons between Georgia and other state court systems. Court salary data also serve as a description of court resources, and the data are used by a number of judicial branch agencies, state and local executive agencies, project and program managers, and grant applicants.

Annual Salary Survey

Until 2012, the AOC conducted an annual salary survey, mailing/emailing fillable survey forms to every Georgia court. The survey requested data on a variety of topics, including judge and judicial staff salary and staffing levels. This survey required many weeks to collect and synthesize the data for the more than one thousand county and municipal courts. By 2010, only 50 percent of courts responded to the survey. Diminishing staff resources and decreased requests for judicial salary data led the AOC to reevaluate the purpose, goal, and methodology of the salary survey.

Court Cost Study

The proposal to replace the annual salary survey was the Court Cost Study (Study). The purpose was to obtain accurate cost values for both court personnel and operations. The Court Cost Study was designed to be conducted in two phases. In Phase One, the AOC sought salary and benefits information for judges, judicial employees, and court administration employees for all trial

courts, similar to the annual salary survey. Phase Two sought to collect county-level court operating costs and other court costs not directly related to personnel.

Court Cost Study – Phase One

Previously, surveys were sent directly to over 1,000 judges. To increase response rates and decrease survey administration time, Phase One of the Study surveyed the 159 county finance officers. The survey asked them to provide salary and benefits data for courts in their county.

Table I shows the response rate of the annual salary survey (2008 – 2011) and the Study. The response rate for the annual salary survey declined 17 percent between 2008 and 2011.

Table I

Response Rate by Survey Year¹						
	Superior	State	Juvenile	Probate	Magistrate	Total
2008	84%	64%	67%	40%	47%	60%
2009	71%	63%	67%	23%	33%	51%
2010	43%	49%	59%	44%	43%	48%
2011	53%	49%	59%	44%	43%	50%
2012	---	---	---	---	---	56%

The AOC reached out to the Association County Commissioners of Georgia and the Georgia Government Finance Officers Association in an attempt to maximize the survey response rate. The Finance Officers Association sent a letter to their members urging them to participate. However, in the new study, 89 counties (56 percent) completed the survey, a rate similar to that achieved in the annual salary survey during its final years.

After collecting and analyzing the data, the AOC noted multiple problems with Phase One of the Study. Major concerns include the following.

A. Access to Data

1. Finance officers reported transferring the survey to another office because they did not know the information requested. In some cases, the officer gave the survey to the court itself, recreating the same problem the Study was supposed to avoid.

¹ Superior and Juvenile response rates were calculated based on the number of reporting circuits. State, Probate, and Magistrate response rates were calculated based on the number of reporting counties. For years 2008 – 2011, the total represents the average number of all courts responding.

2. Some counties refused to participate in the Study. As the AOC lacks any formal or informal authority with county finance officers, staff could not force compliance with the survey request.
- B. Accounting Uniformity
3. Courts employ varied practices in finance and administration. The differences between circuits and counties make it difficult to create one survey which can accurately collect data from all courts.
- C. Accuracy
4. The self-reported nature of the survey does not allow the AOC to validate responses or assess quality of data.
 5. Many surveys were returned incomplete, further reducing the accuracy of the survey.

As with the annual salary survey, the AOC expended significant resources to complete the survey, but because of these issues, the results did not yield significantly more or better quality data. Due to these concerns, the AOC has not published the data or attempted to use it for any kind of analysis.

Court Cost Study – Phase Two

A methodology for Phase Two of the Study was piloted by a student capstone team from the Georgia State University Andrew Young School of Policy Studies. Due to time constraints, the team piloted Phase Two by collecting court operations data from three counties. The AOC selected the counties based on demographic, economic, and crime data. The team analyzed the court operations data based on a full-cost accounting model, attempting to capture all costs associated with operating county trial courts. Their model ensured direct county-to-county cost comparison analysis.

The team, after making a minimum of three attempts by phone and email, reported difficulty in obtaining the data required to perform a total cost analysis for the three counties.

A. Access to Data

1. The team had difficulty locating the correct official or contact person who could advise them on the organizational structure of the courts and how to request detailed expenditure data.

2. Once a point-of-contact was identified, the team had difficulty convincing county officials to elevate collecting the expenditure data on their priority list. Because each county operates on its own fiscal year, some counties were in the midst of budget preparation.
 3. As graduate students, even with letters from the AOC and the Judicial Council, the team lacked authority that may have prompted more timely responses.
- B. Accounting Uniformity
4. Differing accounting and expenditure coding practices hindered creation of a uniform cost template. Analysis was also more challenging as similar sub-accounts contained different expenditure details. Lacking a descriptive chart-of-accounts may have led to misallocations and incorrect assumptions.
- C. Accuracy
5. Discrepancies exist in data collected from Phase One, Phase Two, and public budget documents. These discrepancies led the team to question the reliability of the data.

Both the AOC and capstone team identified similar problems in collecting, synthesizing, and analyzing court financial data. This indicates that the problems are not isolated to a few courts or counties but are systemic to Georgia courts and inherent to a non-unified court system.

Next Steps and Recommendations

The recently adopted Judicial Council/Administrative Office of the Courts strategic plan calls for the adoption of research priorities. Based on the AOC's experiences with the Study, staff has identified the following next steps and recommendations.

Next Steps

1. The Judicial Council should decide the priority level for court financial analysis. Due to the difficulties in collecting and analyzing data, if court financial analysis is not a high priority, then the AOC will better serve the Judicial Council by focusing resources elsewhere.

2. If the Judicial Council identifies financial analysis as a priority, it should then develop specific research and policy questions it would like answered. Again, due to the difficulties in collecting and analyzing data, a successful project must have a clearly defined question it seeks to answer.
3. If the Judicial Council directs the AOC to undertake court financial analysis, it should communicate to judges and courts the significance of the effort. Successful projects must have support and buy-in from local judges and their court staff.

The AOC has reached out to other states to determine if and how they are collecting this type of data. Staff found that other state AOCs either already have judicial salary data because the courts are state funded or collect data via self-reporting surveys. Several states no longer regularly collect data due to similar problems as those experienced in Georgia.

Recommendations

1. Principle 20² of the National Center for State Courts' Principles for Judicial Administration states that judicial branch leadership should administer funds in accordance with sound, accepted financial management practices. In support of this principle and if it chooses to further study court costs, the Judicial Council should consider establishing a model court budgeting and/or accounting framework for circuits and counties, e.g. a standard chart-of-accounts and job titles. This will help eliminate varying reporting practices and allow valid, reliable analysis between Georgia counties.

² ***Principle 20: Judicial Branch leadership should administer funds in accordance with sound, accepted financial management practices.***

Commentary: Much like the measurement of court performance demonstrates a commitment to effective management, administering all funds in accordance with sound, generally accepted financial management practices maintains the court system's credibility. The other branches will not place confidence in the judiciary's ability to manage its own operations without external oversight. Effective and reliable financial management practices must be adopted and applied to all types of funds administered by the courts including appropriated funds, revenues and fees received, and trust funds held on behalf of litigants or other parties. To ensure transparency and accountability in financial operations, the courts should undergo regular internal and external fiscal audits in accordance with state or local requirements.

Excerpted from the National Center for State Courts' Judicial Administration Principles, July 25, 2012.

<http://ncsc.contentdm.oclc.org/cgi-bin/showfile.exe?CISOROOT=/ctadmin&CISOPTR=1891>.



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**Supreme Court
State of Georgia**
STATE JUDICIAL BUILDING
Atlanta 30334

HUGH P. THOMPSON, CHIEF JUSTICE
P. HARRIS HINES, PRESIDING JUSTICE
ROBERT BENHAM
CAROL W. HUNSTEIN
HAROLD D. MELTON
DAVID E. NAHMIA
KEITH R. BLACKWELL
JUSTICES

THÉRÈSE S. BARNES, CLERK
JEAN RUSKELL, REPORTER

**Report from the Supreme Court to the Judicial Council
February 18, 2014**

The Court has enjoyed a busy fall. During the months of October and November the Court issued 96 opinions and held five days of oral arguments. One of those days included holding court in Macon at Mercer Law School on November 19.

Even though the demand for our popular courtroom tours is greater in the spring, we conducted five tours through the fall. The most recent was a delegation of 40 judges and attorneys from Brazil as part of the program sponsored by the University of Georgia School of Law and ICJE. We are grateful to Ms. Jane Hansen, the court's PIO and Ms. Erin Oakley of the AOC for their assistance in organizing these events.

In October, Chief Justice Thompson and Marla Moore traveled to Williamsburg for an Orientation to the National Center for State Courts. The National Center hosts orientations for new chief justices and their court administrators and Georgia was one of four states in attendance.

In January, Georgia will host the Mid-Year meeting of the Conference of Chief Justices at Sea Island. All of the court will attend some or all of the conference. The AOC will provide some staff on site to assist the National Center staff and justices. Mr. Bucky Askew has been helping plan the logistics for the conference.

In October and November, members of the Supreme Court and Court of Appeals joined together and met with the leadership of the executive and legislative branches. They encouraged the political leaders to contact the Judicial Council should they ever have any questions about the judicial budget requests or legislative agenda. Chief Justice Thompson and Chief Judge Phipps met with Gov. Deal and members of his staff, as well as Lt. Gov. Cagle and his counsel, Irene Munn. Justices Hines and Melton, and Judges Doyle and Ray, met with legislative leadership, including House Appropriations Chairman Terry England and Senate Appropriations Chairman Jack Hill. Justice Melton, as chair of the Civil E-Filing Committee, met with Representative Powell to discuss the JC/AOC's request for funds for the E-Filing Project.

In January, the Conference of Chief Justices held their mid-year meeting at The Cloister on Sea Island. Chief Justice Thompson gave a warm welcome to 39 Chief Justices from around the country and territories. The conference focused on the governance of the legal profession and changes in the practice of law brought on by technology and economical forces.

**Report of the Court of Appeals of Georgia
for the Judicial Council of Georgia
February 18, 2014**

In September 2013, a new Clerk of Court/Court Administrator began work at the Court of Appeals of Georgia. Col. Stephen Castlen formerly served as Chief Trial Judge for Army Courts-Martial in the Southeastern United States. Since coming to the Court of Appeals, Col. Castlen has been working to improve the operations of the Court.

For example, the Court of Appeals has encountered many instances of attorneys needing to file a brief or appeal the day before - or the day of - the due date. An attorney who is not admitted to our Court may not file anything with the Court. An out-of-state attorney is able to gain admittance to our Court without a personal appearance to be sworn in. A Georgia attorney has been required to personally visit the clerk's office to be sworn in. That requirement sometimes resulted in failure to meet a deadline, and stifled appeals. To meet the needs of Georgia attorneys - particularly those located away from the Atlanta area - the Court has now amended its Rule 9(a) to permit Georgia attorneys requiring immediate admission to the Court to obtain special admission without a personal appearance.



Council of Superior Court Judges of Georgia

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Council of Superior Court Judges Report to Judicial Council January 2014

It is a pleasure to report on the progress made this year in the Superior Courts.

Despite enduring the continued effects of the budget cuts, we have striven to provide the highest level of service to the people of the State of Georgia.

Among the successes are the following:

Ten new accountability courts were created for Superior Courts in 2013, bringing the total to 76, an increase of 30 courts since July 1, 2011. We expect to add another four courts in the first half of 2014. (This number does not include the new DUI Courts instituted by the State Courts.)

After many hours of work by judges and staff, standards for mental health courts were adopted and a peer review process is being implemented.

Standardized sentencing forms have been developed and incorporated into the Uniform Rules of Superior Court. A committee composed of officials and staff from the Judiciary and the Department of Corrections continues to meet and work on ways to automate and to facilitate the transfer of sentencing information to the department to ensure the accurate and timely implementation of sentences.

Two new judgeships were created in the Chattahoochee and Oconee circuits, bringing the number of Superior Court Judges to a total of 209. Partial funding was provided by the legislature, with the expectation that annualized funding will be provided in the 2015 budget, possibly along with two more new judgeships in the Coweta and Waycross circuits.

In addition to having officers of the Council and many other judges involved in joint endeavors such as strategic planning, e-filing, court security, and governance of accountability courts, the Council has engaged in ongoing studies of issues such as legal representation of judges and management of cases involving incompetency to stand trial.

We still have much work to do to ensure that the Judicial Branch of government has the wholehearted support of our co-equal branches of government. The Superior Courts are committed to maintaining independence while at the same time educating the other branches of government about the work of the courts and the need for their commitment to furthering the goal of efficient and effective administration of justice in our state.

The number of judgeships continues to grow as caseloads increase. The workload for judges, especially those who serve in Accountability Courts is a major factor which must be considered going forward. The increase in the work for judges requires a commensurate recognition of the need for the staff necessary to meet the demands. Unfortunately, the budget for staff support has remained stagnant. The staff in the council office declined by 27% in the economic downturn, and the operating budget for the judicial administrative districts was cut by 52%. Three furlough days are still built into the base budget for judge secretaries, law clerks, and court administrators. Fourteen law clerk positions have been eliminated, and the secretary step plan for salaries has been halted since early 2009. We are requesting funds in the 2015 budget to address these restoration needs.

The Council has also made it a priority to restore judicial salaries to a level that reflects the value given to our state by the Superior Court judiciary. The state salaries of Superior Court Judges have not been increased for the past 15 years. The cost of living has increased 41% in that time. In constant dollars adjusted for inflation, the state salary of a Superior Court Judges is equivalent to \$51,519 today. Superior Courts have collected \$60 million for the Judicial Operations Fund since its enactment in 2011.

The Council of Superior Court Judges will meet for its annual conference and continuing education seminars January 21-24, 2014. Guest speakers will include the Chief Justice Hugh Thompson and State Bar President Buck Ruffin.

The goal of the Council of Superior Court Judges and the judges who serve in Superior Court remains as always to provide the people of our state with ready access to the courts, prompt hearings, and fair dispositions.



Council of State Court Judges
Impartial Courts • Judicial Excellence • Accessible and Efficient Justice

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Report of the Council of State Court Judges
Judicial Council Meeting January 8, 2013

The Council of State Court Judges is very proud of the work our Judges do to handle thousands of misdemeanor criminal offenses, including traffic offenses.

There are now 19 DUI/Drug Courts, and three more in the planning stages. These accountability courts are changing the lives of multiple DUI offenders, addicted to alcohol and drugs. The DUI/Drug Court Standards adopted and approved by the Judicial Council are now in effect, improving the operations of our DUI/Drug Courts and helping to insure that the programs meet appropriate criteria for treating and monitoring the participants in these important programs.

The State Courts are actively working to reduce the number of domestic violence homicides in this state. The State Court of Rockdale County, as part of the Rockdale County Domestic Violence Task Force, was awarded a U.S. Dept. of Justice grant to create and implement a model to reduce domestic violence homicides.

The decrease in civil case filings over the past two and a half years due to the significant difference in filing fees created by the addition of new surcharges in state and superior courts has allowed many of our state courts to work on a backload of cases. There has been a significant increase in complex civil cases filed in state court. We are currently examining our workload assessment methodologies to determine if we need to expand our case counting categories.

This summer, the Council co-sponsored, along with the Court of Appeals, a continuing education seminar for 105 staff attorneys and law clerks from the Court of Appeals, Superior Courts, and State Courts. There were even a few from probate, magistrate and municipal courts.

Earlier in the year, we completed a judicial workload study for the Bibb County State Court, which assisted them in getting legislation passed to create a second judgeship in that court. We recently also completed a work load assessment study for the State Court of Lowndes County, which is now being considered by their local governing authority. We were contacted by a State Representative to perform a feasibility study to create a state court in Bartow County, and contacted recently as well to begin discussions about the potential of a state court in Upson County.

We were approached by the State Employees Retirement System to help them carry a bill that clears up the number of years needed to vest in the Judicial Retirement System for judges who are full members as part-time judges who become full-time judges. The

feasibility study relating to the proposed legislation shows no financial impact on the retirement system. We have been involved in actively pursuing solutions to the use of private and county probation providers, as required by law, regarding a recent court ruling which questioned the authority of those agencies to enforce orders from the State Court Judges.

Due to an interest expressed by some counties that would like to create a state court, we have developed an information packet and model legislation to assist county leaders in identifying all of the pertinent issues involved in creating a state court that incorporates two or more counties.

The Council of State Court Judges follows our Strategic Plan, which includes the four main objectives of 1) supporting the state courts; 2) fostering relationships within the Judicial Branch; 3) fostering relationships with other branches of government; and 4) informing and interacting with the public. We have many active committees to help us accomplish our stated goals, and we are actively participating in committees of other agencies, including Judicial Council committees, legislative committees, and State Bar committees. We are proud to have accomplished most of the goals set forth in our current plan, and look forward to a strategic planning meeting in this summer to review and modify the plan and set new goals.

Linda S. Cowen

Hon. Linda S. Cowen

President, Council State Court Judges



COUNCIL OF JUVENILE COURT JUDGES OF GEORGIA

Council of Juvenile Court Judges of GA

Report to the Judicial Council, January 2014

President Judge Robin Shearer

President Elect Judge Lane Bearden

Fall seminar 2013 – the seminar was exclusively devoted to the new juvenile code that becomes effective January 2014.

Council Committees – the standing committees have been working hard and diligently in preparation for the new code. The Uniform Rules and the Benchbook are being updated to comply with the provisions of the new code.

Collaboration with agencies and groups - the judges have been busy working with the DJJ, DHS, DBHDD, prosecutors, public defenders, and other groups to address issues brought on by the new code.

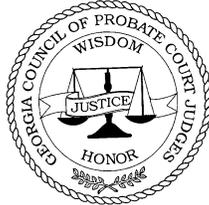
National Council Presidency – we are pleased and proud to announce that Judge Peggy Walker from the Douglas County Juvenile Court will assume the post of President of the National Council of Juvenile and Family Court Judges this upcoming year.

Accountability Courts – the judges have been active in the work of these courts, including juvenile drug courts, Family Drug Treatment Courts, and Mental Health Courts with an eye towards using those models for CHINS cases under the new code.

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Report to the Judicial Council of Georgia
January 2014

The following report is a summary of current initiatives by the Council of Probate Court Judges (CPCJ):

Legislation

Executive Director: The Council continues to seek funding for the position of an Executive Director. The Judicial Council has given its approval for the funding of the position.

Title 40 Reform: Members of the Council continue to work diligently with the various stakeholders as the Title 40 reform efforts continue from last year. We are currently waiting to be notified of additional changes proposed by the Prosecuting Attorneys Council (PAC).

Retirement: The Board of Directors for the CPCJ's Retirement Board is seeking increased flexibility in setting the amount of contributions from and distributions to members so as to allow for changes in market conditions.

Testamentary Guardianship: The Legislative Committee continues to monitor any legislative efforts to change the testamentary guardianship law as proposed by the Family Law Section of the State Bar of Georgia.

Expanded Jurisdiction: The Council continues to be involved in discussions with other classes of court regarding expanded jurisdiction of Probate Courts and other courts. As requested by Chief Justice Thompson, all of the classes of court participated in a jurisdiction forum meeting on November 15th, 2013. The Council has voted to suspend the pursuit of expanded jurisdiction in the 2014 legislative session in order to focus our legislative efforts on other endeavors.

Institute of Continuing Judicial Education: The Council will continue to support efforts to strengthen ICJE and recapture the funding lost six years ago when the ICJE budget was cut by fifty percent.

Standard Forms Amendments (GPCSF)

The Council continues to revise its standard forms so that they reflect current law and are compatible with current word processing standards. The current revision efforts include Guardianship and

Conservatorship Forms. The Council approved amendments to the Forms [GPCSF 1, 11, 12, 19, 28, 30 and 35] proposed by the CPCJ Rules and Forms Committee at the Fall Business meeting held November 2013.

Continuing Judicial Education

The Council is scheduled to hold its annual Spring Seminar in Athens, Georgia from April 8-11, 2014. The training sessions are conducted through ICJE with Accreditation programming conducted through the Carl Vinson Institute of Government.

Next Meeting Date

The next Executive Meeting is scheduled for February 18, 2014, in conjunction with the Winter Conference of the County Officers Association of Georgia in Atlanta, Georgia.



Council of Magistrate Court Judges

December 19, 2013

Report from Council of Magistrate Court Judges

The Council has had a busy fall this year. Judge Kristina Blum who is the new Chair of Technology will be redoing the videos for Magistrate Court as well as working with our Executive Director on updating the Magistrate Council's website. We hope to have the completed by June.

The Council had it's blended meeting in Jekyll from October 6th through the 8th. During this meeting, MCTC, Legislation, Rules met prior to the Executive Committee Meeting. The Executive Committee discussed the results of the survey sent out regarding retirement. After a healthy discussion, they voted to have Judge Bob Turner chair a committee to study the retirement issue and report back to them in May. Judge Turner received names from Judges that were interested in serving on this committee and is working on putting this committee together. During the Business Meeting, the Magistrate Council recognized Dr. Lynda Hanscome for her hard work and dedication to Magistrate Training since she will be retiring in December.

The committee on Access to Justice has been working hard on setting up a wizard to enable anyone to fill out and print a statement of claim and answer and is at the point where they are selecting a vendor and negotiating a contract to begin development of the wizard. We hope to have the wizard up by July 1. This committee is comprised of Judge Michael Barker, Judge Allen Wigington, Judge Phinia Aten, Judge Michael Greene, Judge Alan Harvey, Judge Jennifer Lewis and Judge Bob Turner along with Jorge Basto from AOC and Jim Poulakous from HK & Associates.

Members of our council met with representatives from both the Municipal, and Probate Councils to discuss a combined expanded jurisdiction bill. Judge Harvey drafted the bill for everyone to discuss and after it was approved by all three Councils, submitted it for discussion to the Jurisdiction Forum in November. After an open discussion at that meeting, the Magistrate Council voted not to go forward with any expanded jurisdiction bill.

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Report to the Judicial Council of Georgia January 2014

Among the current initiatives and projects of the Council of Municipal Court Judges are:

Municipal Judges Benchbook

The 2013 edition has been posted at <http://georgiacourts.org/councils/municipal/> in the Behind the Bench section of the Council of Municipal Court Judges' Website. The resource was updated with statutory changes through the 2013 legislation session. Binder versions are made available through the Institute of Continuing Judicial Education.

Development of Standard Operation Procedures (SOP)

The Court Operations and Procedures Committee, chaired by Judge John Cicala, have completed the reference handbook of Standard Operating Procedures for municipal courts and are being vetted by a select group of judges and members of the Georgia Municipal Court Clerks Council (GMCCC). The generalized handbook is a uniform set of procedures and guidelines that are accessible and available to all municipal courts in the State. This is an important step in assuring more uniformity in practice and procedures followed in the municipal courts throughout the State. The resource will be made available in a binder format and disseminated to all municipal courts.

Legislation

The CMuniCJ was engaged by the Criminal Justice Reform for Georgians in the previous sessions and its [possible] effects on municipal courts in Georgia. Likewise, the Council's legislative priority has focused on the criminal justice structure regarding misdemeanor reform (Title 40 Study Committee). Throughout the process, municipal court representatives expressed their stance that the reform brings the possible punishment for minor traffic offenses in line with the public perception of the gravity of those offenses, while streamlining the judicial process for processing those cases.

From this, two important initiatives have derived; the first a Tax Refund Interception for Court fines/fess option. The other, is the Disposition of Minor Traffic Offenses to replace the outdated traffic violations bureau code section. Members have committed to working with all of the stakeholders in the process and resolve to continue to be involved in these efforts as it affects the Municipal Courts of Georgia.

Additionally, the Council will watch the evolution of HB582 relating to modifying the requirements related to the state-wide probation system and agreements for private probation services. This service is an integral part of business in the municipal courts.

In final, in the coming 2014 legislative session the Council will continue to monitor any proposed legislation amending current law that would allow holders of concealed weapons permits to carry guns into unsecured buildings which house government offices, including courthouses. Along those lines, we support the recommended amendment that the Judicial Council supports the placement of language in Senate Bill 101 that states “courthouses as defined by Code Section 16-11-127 are prohibited places for carrying weapons.”

Municipal Court Uniform Rules Amendments

At the annual summer business meeting held June 20th, the Council approved amending the Rules to include **Rule 2.2.a Medical Hardship (Excess Hours Usage)** to address carryover of municipal judges’ recertification hours in the event of a medical hardship. The proposed amendment has been vetted by the State Bar of Georgia and the Rules Committee Chairs of the Councils. The Rule has been submitted to The Supreme Court of Georgia for approval and publishing in the Advance Sheets.

Next Meeting

The Municipal Judges Executive Committee is scheduled to meet January 31, 2014 in Perry, Georgia.

2. The Judicial Council should encourage courts to designate a specific court liaison responsible for budget inquiries. As much as possible, this liaison should have the same title and responsibilities in each district/circuit/county/city.
3. The Judicial Council should establish a standard reporting period for financial data, similar to the way caseload reporting is conducted. A standard reporting period would create predictability for staff and local officials who collect and report the data.

Death Penalty Habeas Project

The intent of this project was to allow access to all documents in the “Death Penalty Habeas” category that currently reside in Butts County’s CMS (IronData) to identified stakeholders. “Access” is defined as viewing, downloading and/or printing. The Butts County Clerk’s Office manages the access rights to all stakeholders as well as restricts specific viewing rights once authenticated. The proposed and agreed to architecture is as follows:

- Flag the specific case category and documents in IronData (Butts County’s CMS)
- Transmit all relevant - flagged - documents to an external repository that can be accessed by the identified stakeholders. This environment will mirror the secured area within the Butts County CMS.
- All documents sent to the outside entity (AOC) would reside in a secure environment hosted and managed by the AOC.

The Butts County CMS (Clerks Office) will transmit a copy of all relevant documents to an external repository (Doc Man) that would be managed by a third party. Butts County would still retain original and make defines access criteria.



The Butts Co Clerk’s Office and their vendor, along with the AOC, worked to clarify the requirements and the Secured FTP Exchange was developed in 2013.

The exchange has been completed and tested and death penalty documents have been transmitted. Actual case data has been received by the AOC and the data elements, document types and folder locations are being noted. The process underway now is to associate the image documents with the offenders and cases with which they are related. Butts County has received the first Habeas Case for 2014 and the transmission to the AOC Database worked as expected.

Next Steps,

Now that the transmission has been confirmed, the AOC is working on the presentation layer so that authenticated users can access and view the documents that have been sent by the Clerk’s Office.