

Judicial Council of Georgia Members' Guide 5df] 201*

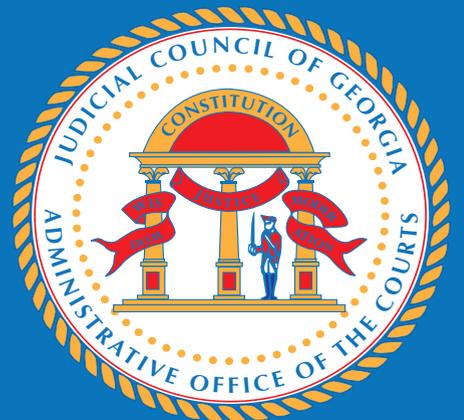


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Judicial Council Statutory Charges

As of April 1, 2016

The Administrative Office of the Courts serves as staff of the Judicial Council. Under the supervision and direction of the Judicial Council, the agency's statutorily defined duties, O.C.G.A. §§15-5-22, 24 (2011), are as follows:

- Consult with and assist judges, administrators, clerks of court, and other officers and employees of the court pertaining to matters relating to court administration and provide such services as are requested;
- Examine the administrative and business methods and systems employed in the offices related to and serving the courts and make recommendations for necessary improvement;
- Compile statistical and financial data and other information on the judicial work of the courts and on the work of other offices related to and serving the courts, which data and information shall be provided by the courts;
- Analyze data relating to civil cases collected pursuant to subsection (b) of Code Section 9-113 and subsection (b) of Code Section 9-11-58 and provide such data, analysis, or both data and analysis to the courts and agencies of the judicial branch, agencies of the executive branch, and the General Assembly;
- Examine the state of the dockets, practices, and procedures of the courts and make recommendations for the expedition of litigation;
- Act as fiscal officer and prepare and submit budget estimates of state appropriations necessary for the maintenance and operations of the judicial system;
- Formulate and submit recommendations for the improvement of the judicial system; perform such additional duties as may be assigned by the Judicial Council; and
- Prepare and publish in print or electronically an annual report on the work of the courts and on the activities of the Administrative Office of the Courts.

Under the supervision and direction of the Judicial Council, the AOC of Georgia assists judges, administrators, clerks of court, and other officers, employees, and entities of the judiciary by performing administrative and legal, fiscal, information technology, communications, and other technical services. The work of the AOC specifically includes the performance of services for the following organizations.

Council of State Court Judges

O.C.G.A. § 15-7-26 and by Memorandum of Understanding

- Provides technical services to the Council and assists the Council in complying with all its legal requirements.

Council of State Court Judges, cont.

- Upon the request of the Council of State Court Judges, provides staff and related administrative and clerical functions to the Council.

Council of Probate Court Judges

O.C.G.A. § 15-9-15 and by Memorandum of Understanding

- Provides technical services to the Council and, at the request of the Council, acts as the agent of the Council for the purpose of supervising and implementing contracts.

Council of Magistrate Court Judges and Magistrate Courts Training Council

O.C.G.A. § 15-10-132 and by Memorandum of Understanding

- Provides administrative services to the Council and staff.
- Serves as a member of, and secretary to, the Georgia Magistrate Courts Training Council.

Council of Municipal Court Judges and Municipal Courts Training Council

O.C.G.A. §§ 36-32-22, 24, 40

- Provides technical services to the Council and, at the request of the Council, acts as the agent of the Council for the purpose of supervising and implementing contracts.
- Serves as member of, and secretary to, the Georgia Municipal Courts Training Council.

Board of Court Reporting

O.C.G.A. § 15-14-27

- Provides administrative services to the Board and staff and serves as secretary to the Board.

Certification of Process Servers

O.C.G.A. § 9-11-4.1

- Develop tests and other criteria for the certification of process servers.

Inmate Forms

O.C.G.A. § 9-10-14

- Promulgates and publishes forms for use by inmates of state and local penal and correctional institutions in actions against the state and local governments and government agencies and officers.

Jury List Information

O.C.G.A. §§ 15-12-40, 40.1

- Receives lists of driver's license information collected for purposes of voter registration from Department of Driver Services.
- Receives list of registered voters from Secretary of State.

Protective Order Forms

O.C.G.A. § 19-13-53

- Distributes standardized forms for protective orders.

Department of Public Health Report

O.C.G.A. § 16-12-141.1

- Provides statistics to the Department for use in the Department's annual report.

Microform Standards and Retention Schedules

O.C.G.A. §§ 50-18-92, 120

- With the State Records Committee, establishes retention and microform standards for the courts.

Foreign Language and Hearing-Impaired Interpreters (Effective 1/1/2013)

O.C.G.A. § 15-1-14

- Administers foreign language and hearing-impaired interpreters' rules, requirements, and enforcement.

Tax Refund Intercept Program

O.C.G.A. § 48-7-162.1

- Authorizes the Administrative Office of the Courts to submit tax return setoff requests to the Department of Revenue to collect unpaid court fines and fees.

Bylaws of the Judicial Council of Georgia
Adopted June 17, 2015

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PURPOSE

The purpose of the Judicial Council is to establish policy for Georgia's judiciary, effectuate its statutory responsibilities, and improve the administration of Georgia's courts.

ARTICLE I: OFFICERS

Officers of the Council shall be the Chair, Vice-Chair, and Secretary.

Chair

The Council Chair shall be the Chief Justice of the Supreme Court. The Chair, or his or her designee, shall: serve as the presiding officer of the Council; call the meetings, affording written notice as hereinafter required; preside at Council meetings and control debate; serve as ex-officio member on all committees; and serve as the official spokesperson for the Council.¹ In the event the Chair, or Vice-Chair, is not present to preside at Council meetings, the Chair will appoint a presiding officer.

Vice-Chair

The Vice-Chair shall be the Presiding Justice of the Supreme Court. The Vice-Chair shall assist the Chair as needed and preside at meetings in the event the Chair is unable to do so.² The Vice-Chair shall serve as chair of designated committees.

Secretary

The Director of the Administrative Office of the Courts shall serve as Secretary for the Judicial Council. The Director, or his or her designee, shall be responsible for an accurate recordation and distribution of meeting minutes, for updating and distributing Judicial Council Handbooks, and for providing a copy of the bylaws and other governing documents to all members. The Director shall not be considered a member of the Judicial Council for purposes of voting or determining a quorum.

ARTICLE II: COMPOSITION AND ORGANIZATION

Council Membership and Terms

Council members should be committed to improving justice through collaboration, innovation and information. Members of the Council and their terms shall be as provided by the Supreme Court of Georgia.³

Vacancies

¹ Supreme Court Order dated August 5, 1983.

² Supreme Court Order dated August 5, 1983.

³ O.C.G.A. §15-5-20(b).

A vacancy occurs when a Council member no longer serves in the capacity of representative for his or her respective group. The vacancy shall be filled for the remainder of the unexpired term as provided by Supreme Court order.

ARTICLE III: MEETINGS

Call to Meetings/Notification

Regular Council meetings may be called at least four times a year by the Chair, or by a majority of the voting members of the Council, at such times and places as may be deemed necessary and convenient. A proposed schedule of future meetings shall be published at the last regular meeting of each fiscal year.

Council members must be notified of regular meeting times and locations at least thirty (30) business days in advance. Notice may be sent by mail or electronic communication.

In case of an emergency, or other event necessitating an unscheduled meeting as deemed by the Chair, notice shall be given at least twenty-four (24) hours prior to the meeting.

Quorum

A quorum consisting of a majority of Council members is required for voting and conducting business.

Conduct of Meetings

Regular Council meetings shall be conducted in person unless otherwise authorized by the Chair. Emergency meetings may be conducted electronically.

Rules

Except as otherwise provided in these bylaws, all meetings of the Council and its committees shall be conducted in accordance with the most current edition of Robert's Rules of Order.

Voting

All members shall be entitled to vote, except that the presiding officer shall vote only in the event of a tie.⁴ A member unable to attend a meeting for good cause shall be entitled to designate a meeting representative to cast his or her vote. The absent member shall notify the Chair in writing of the designated representative. The designated representative may be heard, entitled to vote, and be considered part of the quorum for the meeting.

When a quorum is present at a Judicial Council meeting, or a committee meeting, a simple majority of votes cast will pass an item unless specified by Supreme Court order, Council policy, or the Chair. When a vote is called and a member, or his or her designated representative, takes no position, that vote will not be counted in favor of or against the item being voted upon.

⁴ Supreme Court Order dated August 5, 1983.

Any member of the Council, or his or her designated representative, shall have the right to dissent or abstain from the majority of any official action, and request that their vote be reflected in the minutes.

ARTICLE IV: COMMITTEES

Standing Committees

Standing Committees and their memberships shall be determined by Supreme Court order or the Council Chair, and should include at least one current Council member. The Council Chair should endeavor to include as members on each committee representatives from every affected entity represented on the Council. Committee membership may include advisory members appointed, as needed, by each committee chair. All chairs and members shall serve at the pleasure of the Council Chair. Advisory members may be heard but shall not be entitled to vote.

Ad-Hoc Committees

The Council Chair shall name ad-hoc committees as are necessary to conduct the business of the Council.⁵ The Chair of the Council shall appoint the chairs of the ad-hoc committees who shall be current or past Council members. The ad-hoc committee chair may appoint the remaining committee members after receiving the approval of the Council Chair. At least one current Council member shall be appointed to serve on each ad-hoc committee. Advisory members may be heard but shall not be entitled to vote.

ARTICLE V: DUTIES

The Council shall effectuate its duties as defined by statute and Supreme Court order. In addition, the Council shall engage in ongoing strategic planning.

The Council shall issue, publish, and distribute official opinions or policies concerning matters of court administration.

The Council shall appoint a Director of the Administrative Office of the Courts, who shall serve at the pleasure of the Council.⁶ The appointment of a Director shall be confirmed by a majority vote of the Council. Duties of the Director shall be defined by law and as directed by the Council.

ARTICLE VI: AMENDMENTS TO BYLAWS

The Council shall vote on any proposed bylaw amendments during its final regular meeting of the fiscal year. Proposed amendments shall be sent to the Chair no later than December 31. Council members shall receive at least sixty (60) days' notice of proposed amendments prior to

⁵ Supreme Court Order dated August 5, 1983.

⁶ O.C.G.A. §15-5-23.

the date of the meeting. The bylaws shall be approved by a two-thirds vote of the Council. The bylaws may also be amended at any time as a result of a Supreme Court order.

Judicial Council of Georgia
Administrative Office of the Courts

Strategic Plan FY 2014 – FY 2016

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1.0 Introduction

The Judicial Council of Georgia (Council) develops policies for improving and administering the Georgia courts. Broadly, the Judicial Council is charged with the continuous study and betterment of the organization, interaction, and collaboration of the courts. Some of its duties include:

- Providing leadership for the state judiciary,
- Developing policies, service standards, and best practices for administering and improving the courts,
- Overseeing the judicial branch committees and agencies as required by law
- Making recommendations to the Governor and General Assembly to improve the judicial system, and
- Considering requests and recommendations on judicial capacity, including requests for new superior court judgeships.

The Council oversees the Administrative Office of the Courts (AOC), which provides subject-matter expertise on policy, court innovation, legislation, and court administration to all classes of courts. The AOC also furnishes a full range of information technology, budget, and financial services to the judicial branch.

1.1 Purpose of the Strategic Plan

Beginning in 1973, the Council and AOC participated in strategic planning, updating goals and objectives on a yearly basis and using the plan to guide the activities of the Council and AOC. That practice was discontinued in 1983 when the Council was reconstituted by order of the Supreme Court. In 2000, the AOC developed a strategic plan that fell into disuse when the Council hired a new Director in 2002. In 2009, the leadership of the Council and the AOC were faced with reductions in budget and staffing. The Director reached out to the National Center for State Courts for assistance in reorganizing the AOC so that it could meet its core responsibilities and continue to provide needed services to its constituencies. This resulted in a three year plan of reorganization and reinvigoration of the AOC. In late 2012 the Director asked the leadership of the Council to participate with the AOC in developing a Strategic Plan to guide the Council and AOC's efforts for FY 2014 – FY 2016. This led to an inclusive process involving leaders from Georgia's different classes of court and input from other justice system stakeholders. The resulting Strategic Plan reflects the consensus direction of judicial leaders representing Georgia's different classes of court, and focuses on goals that will benefit all courts and the overall judicial system.

The Strategic Plan will help the Council and AOC set long-term goals for the improvement of Georgia’s courts, and focus resources and effort in a sustained way to make tangible progress towards those goals. The Strategic Plan will also enable the Council and AOC to communicate more effectively with the courts, legislature, executive branch, and the public. The FY 2014 – FY 2016 Strategic Plan is an important start to new approaches to work together on common issues, to engage Georgia’s judges in sharing ideas and information, and to focus effort and resources for the benefit of Georgia’s citizens.

1.2 Strategic Planning Process and Participants

The Strategic Plan was developed in a collaborative process with leaders of the Council and AOC, including working sessions in January, April, and June of 2013 and interviews with multiple stakeholders. Participants in the strategic planning effort included:

Justice Carol Hunstein Supreme Court	Judge Kelley Powell Council of Probate Court Judges
Chief Justice Hugh Thompson Supreme Court	Judge Chase Daughtrey Council of Probate Court Judges
Presiding Justice P. Harris Hines Supreme Court	Judge Don Wilkes Council of Probate Court Judges
Chief Judge Herbert Phipps Court of Appeals	Judge Mary Jo Buxton Council of Probate Court Judges
Presiding Judge Sara Doyle Court of Appeals	Judge Linda Cowen Council of State Court Judges
Judge John Ellington Court of Appeals	Judge Charles Wynne Council of State Court Judges
Judge David Emerson Council of Superior Court Judges	Judge Alan Harvey Council of Magistrate Court Judges
Judge Louisa Abbot Council of Superior Court Judges	Judge Allen Wigington Council of Magistrate Court Judges
Judge Brenda Weaver Council of Superior Court Judges	Judge Betsey Kidwell Council of Magistrate Court Judges
Judge Mary Staley Council of Superior Court Judges	Judge Kenneth Wickham Council of Municipal Court Judges
Judge Robin Shearer Council of Juvenile Court Judges	Judge James Anderson Council of Municipal Court Judges
Judge Lane Bearden Council of Juvenile Court Judges	
Marla Moore, Director Administrative Office of the Courts	Mike Cuccaro, Assistant Director Government and Trial Court Liaison
Jorge Basto, Division Director Information Technology	Tony Mazza, Assistant Director Court Information Technology
Randy Dennis, Division Director Financial Administration	Cynthia Clanton, General Counsel
Molly Perry, Division Director Court Services	Ashley Stollar, Communications Specialist

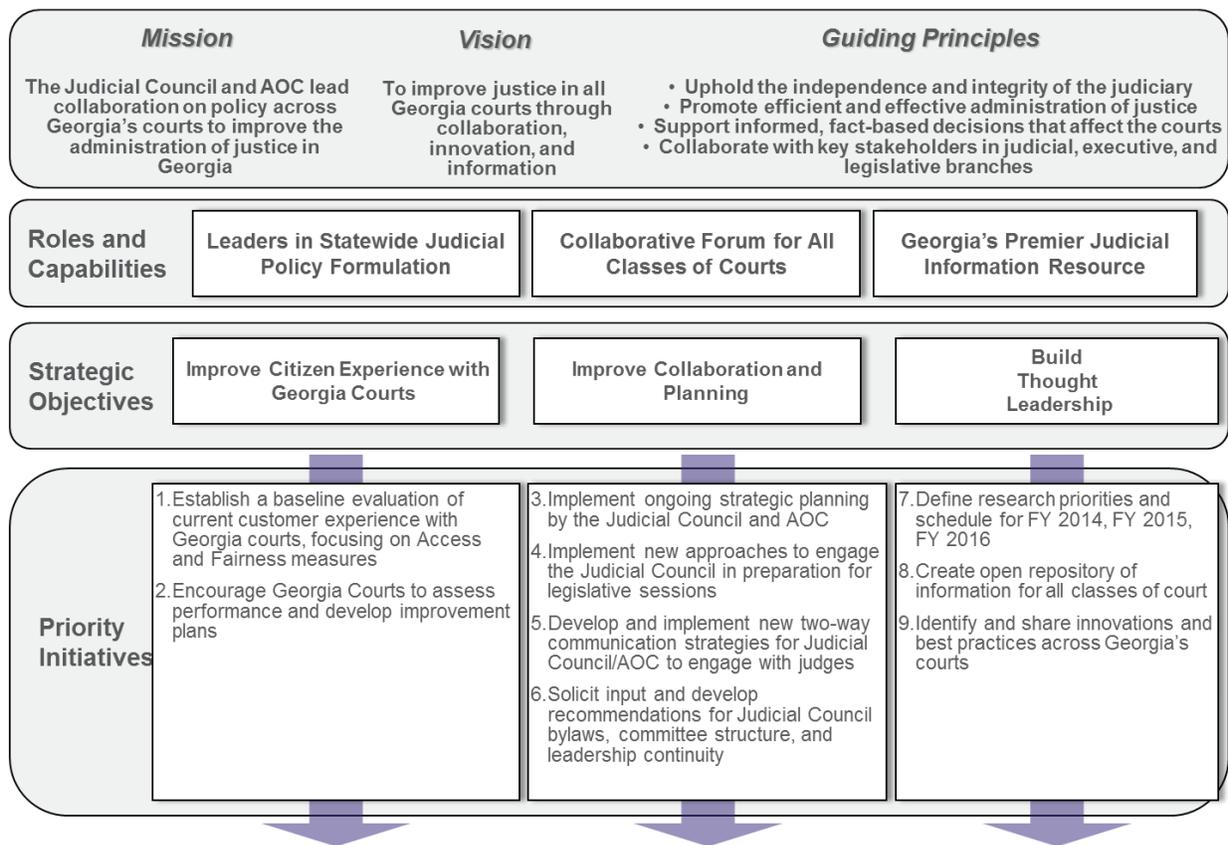
2.0 Executive Summary

The guiding vision for the Strategic Plan is to improve justice in all Georgia courts through collaboration, innovation, and information. The Plan builds on the unique roles and capabilities of the Judicial Council and AOC in judicial policy formulation, collaboration across all classes of court, and research and information sharing. Leaders of the Judicial Council identified three strategic objectives to help advance the vision, focused on improving citizens’ experience with Georgia courts, improving the Judicial Council’s ongoing collaboration and planning, and building thought leadership as a resource for Georgia’s judiciary. Each objective has a focused set of priority initiatives for FY 2014 – FY 2016 to help translate the strategy into action. The Judicial Council and AOC will measure and report on progress on these initiatives and the overall strategy on a regular basis.

Leadership of the Judicial Council and Administrative Office of the Courts used a Strategy Map framework to develop the Strategic Plan and summarize the key elements of the plan on a single page:

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

Strategy Map FY 2014-2016



3.0 Mission, Vision, Guiding Principles

The strategic planning effort began with discussions to clarify the fundamental elements that shape the identity and direction for the Judicial Council and Administrative Office of the Courts. The leadership group reviewed current language describing the charters, roles, and purposes of the Council and AOC, and worked to define:

- **Mission:** Communicates the Council and AOC’s purpose for citizens, members, employees, and any other internal or external constituent.
- **Vision:** Describes the aspirational goal of the Council and AOC in terms of impact on Georgia’s judicial system
- **Guiding Principles:** Outlines the small set of principles that shape how the Council, AOC, and their members will act.

3.1 Mission

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

3.2 Vision

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

3.3 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

4.0 Roles and Capabilities

The Judicial Council and Administrative Office of the Courts have unique roles and capabilities for the benefit of the Georgia justice system. The Strategic Plan focuses objectives and initiatives for FY 2014 – FY 2016 to strengthen these roles and capabilities.

4.1 Leaders in Statewide Judicial Policy Formulation

Georgia's judicial system encompasses multiple classes of appellate and trial courts, with trial court governance by independent councils. The Judicial Council brings together leaders from all classes of court to develop policies for improving and administering the Georgia courts. Through its committees and direction of the AOC, the Judicial Council addresses needs and issues of the Georgia judicial system, including:

- Improving equal, consistent, and citizen-focused access to the courts
- Developing policies, service standards, and best practices
- Collaborating with stakeholders of the Georgia judicial system to define and implement innovations in administrative practice and use of technology
- Considering requests and recommendations on judicial resources, including requests for new superior court judgeships
- Making recommendations to the Governor and General Assembly to improve the judicial system

4.2 Collaborative Forum for all Classes of Courts

The Judicial Council is the only group that brings together all classes of court to address statewide judicial issues. This enables collaboration in sharing information, developing policy, making legislative recommendations, and identifying innovative practices. This collaboration respects and supports the independence of all classes of court while providing a forum for judicial leaders to share ideas, experiences, lessons learned, and different approaches to common issues.

4.3 Georgia's Premier Judicial Information Resource

The Judicial Council directs the Administrative Office of the Courts in conducting a diverse range of research and analyses and maintaining multiple information resources for the benefit of Georgia's courts. The AOC provides timely and accurate court-related research and data to Georgia's judges, the executive and legislative branches, national stakeholders, other state and local government policymakers, and the public.

5.0 Strategic Objectives & Priority Initiatives

Leaders of the Judicial Council and AOC collaborated to identify three Strategic Objectives as priorities to fulfill the Council and AOC’s mission and vision. Each Objective has a focused set of priority initiatives for FY 2014 – FY 2016 to help translate the strategy into action. The Judicial Council and AOC will measure and report on progress on these initiatives and the overall strategy on a regular basis.

5.1 Improve Citizen Experience with Georgia Courts

Improving the citizen experience with Georgia courts begins with developing a clear understanding of current issues using objective inputs and common measures. Georgia’s courts serve a diverse mix of “customers,” including citizens, litigants, and attorneys. The Council and AOC will work to establish a baseline evaluation of the current customer experience with Georgia courts.

Sustained use of performance measures and a commitment to performance improvement efforts will help courts improve the citizen experience. The Council and AOC will work to educate courts on performance measures, tools and processes and encourage their use.

Priority Initiatives, FY 2014 – FY 2016	
Initiatives	Benefits
1. Establish a baseline evaluation of current customer experience with Georgia courts, focusing on Access and Fairness measures	A thorough baseline evaluation will identify initial opportunities to improve the customer experience and provide a foundation data set for communicating issues and building momentum for improvement efforts
2. Encourage Georgia courts to assess performance and develop improvement plans	Broader and sustained use of measures will help individual courts and classes of court continuously improve the citizen experience

Key success factors for these initiatives include:

- Educating the courts about the intent and value proposition for conducting the baseline evaluation
- Engaging clerks as part of the process
- Developing a baseline sample that is representative of the different classes of courts and Georgia geographies and demographics
- Educating courts and clerks on how assessment tools can be used and how the information from assessments can be leveraged

5.2 Improve Collaboration and Planning

The effort to develop the FY 2014 – FY 2016 Strategic Plan demonstrated the value of bringing together leaders of different courts to work together on areas of common interest and benefit. Sustained coordinated planning is critical for the Georgia judiciary in an environment of scarce resources and budget pressures. An ongoing collaborative strategic planning process will enable the Judicial Council and AOC to focus resources on the most important issues. Collaborative preparation for legislative sessions will enable more cohesive, broadly supported messages to the General Assembly. Effective communication with key stakeholders will improve awareness and engagement with the Judicial Council, the judicial community at large, and AOC.

Leadership of the Judicial Council and AOC has established positive momentum for ongoing collaboration while respecting the independence of different classes of court. This balance of collaboration and independence will guide the ongoing processes of planning and executing on strategic priorities. Reviewing and revising the Judicial Council’s bylaws, committee structure, and leadership continuity will align the Council’s processes with the needs of Georgia’s judiciary and enable more sustained execution of strategies.

Priority Initiatives, FY 2014 – FY 2016	
Initiatives	Benefits
3. Implement ongoing strategic planning by the Judicial Council and AOC	An ongoing strategic planning process will enable the Judicial Council and AOC to focus time and resources on the most important issues for Georgia’s judiciary, and will help communicate Judicial Council priorities, actions, and requests to key stakeholders more effectively
4. Implement new approaches to engage the Judicial Council in preparation for legislative sessions	Engaging the Judicial Council more effectively in preparation for legislative sessions will enable more cohesive, broadly supported messages to the Legislature, resulting in better outcomes from the session for Georgia’s judiciary
5. Develop and implement new two-way communication strategies for Judicial Council/AOC to engage with judges	An effective communications strategy will help the Judicial Council and AOC communicate in ways most effective and relevant for judges, and provide judges effective ways to communicate with the Judicial Council and AOC
6. Solicit input and develop recommendations for Judicial Council bylaws, committee structure, and leadership continuity	Reviewing and revising Judicial Council bylaws and committee structure will help align the Council’s processes with the needs of Georgia’s judiciary and provide more effective operations. Improving leadership continuity on the Judicial Council will enable more sustained execution of strategies and retention and sharing of valuable knowledge

Key success factors for these initiatives include:

- Informing stakeholders and relevant parties about the Strategic Plan, and using the Strategic Plan to shape ongoing communications with key stakeholders
- Maintaining accountability and reporting on progress to ensure credibility

- Ensuring all classes of court have visibility, understanding, and opportunities for participation in preparing for legislative sessions
- Focusing on the most relevant information needs of judges, and leveraging effective forums and mediums for sharing information
- Implementing a credible process that involves key stakeholders in reviewing Council bylaws, committee structure, and leadership continuity

5.3 Build Thought Leadership

Building thought leadership for the Judicial Council involves establishing research and information sharing capabilities and sharing innovations and best practices to benefit the Georgia judicial system. The AOC will collaborate with the Judicial Council in defining research priorities and establishing a repository of information. This effort will balance responsiveness to current needs with forward looking research and information sharing focused on innovation.

Many of Georgia’s courts are implementing new processes and tools to improve citizen experience and court efficiency. Sharing these best practices across the state will expand their use to reach more citizens, support consistency in approaches across the state, and help build collaboration and community across the judiciary.

Priority Initiatives, FY 2014 – FY 2016x	
Initiatives	Benefits
7. Define research priorities and schedule for FY 2014, FY 2015, FY 2016	Collaborative development of research priorities will enable more efficient use of AOC resources, help introduce more innovation and best practices of value to the Georgia judicial system, and help inform on-going Strategic Planning priorities
8. Create open repository of information for all classes of court	Creating an open repository with a simple on-line “gateway” will enable all classes of court to have full access to valuable , relevant information in an easy-to-use format
9. Identify and share innovations and best practices across Georgia’s Courts	Sharing innovations and best practices across Georgia courts will expand their use to reach more citizens and help build collaboration and community across the judiciary

Key success factors for these initiatives include:

- Soliciting input from judges to ensure their needs are being met when defining research priorities and creating the information repository
- Being agile and responsive to current trends and legislation in conducting research and providing information
- Coordinating with diverse stakeholders in research, information sharing, and sharing best practices and innovations

6.0 Implementing the Strategic Plan

The Judicial Council and Administrative Office of the Courts will work together to implement the Strategic Plan. The Chief Justice and Executive Director of the AOC are responsible to the Council for:

1. Directing the implementation of the plan
2. Engaging Council members for input and participation
3. Reporting to the Council on progress and outcomes of the implementation

Initial measures of progress and outcomes for each of the FY 2014 – FY 2016 Strategic Plan’s Priority Initiatives are outlined below:

1. Establish a baseline evaluation of current customer experience with Georgia courts

Progress Measures	Achieving milestone dates in the baseline evaluation process
Outcome Measures	<ul style="list-style-type: none"> • Survey participation by customer segment • Results on Access and Fairness measures

2. Encourage Georgia courts to assess performance and develop improvement plans

Progress Measures	Achieving milestone dates in education and implementation plans CourTools development and expansion plan
Outcome Measures	<ul style="list-style-type: none"> • Number of courts using CourTools and other approaches to assess performance • Results on Access and Fairness measures

3. Implement ongoing strategic planning by the Judicial Council and AOC

Progress Measures	<ul style="list-style-type: none"> • Achieving milestone dates in the Strategic Plan process • Progress measures for the Strategic Plan’s Priority Initiatives
Outcome Measures	Outcome measures and results for the Strategic Plan’s Priority Initiatives

4. Implement new approaches to engage the Judicial Council in preparation for legislative sessions

Progress Measures	<ul style="list-style-type: none"> • Achieving milestone dates in the new approach • # of participants involved in preparations
Outcome Measures	% achievement of desired legislative outcomes

5. Develop and implement new two-way communication strategies for Judicial Council/AOC to engage with judges

Progress Measures	Achieving milestone dates in developing communication strategies
Outcome Measures	<ul style="list-style-type: none"> • Measures of usage of new communication vehicles: # of users, frequency, etc. • Customer satisfaction measures on communications

6. Solicit input and develop recommendations for Judicial Council bylaws, committee structure, and leadership continuity

Progress Measures	Achieving milestone dates in the input and recommendations process
Outcome Measures	Implementation of recommended changes

7. Define research priorities and schedule for FY 2014, FY 2015, FY 2016

Progress Measures	<ul style="list-style-type: none"> • Achieving milestone dates in defining research priorities • Achieving milestone dates in conducting and sharing research
Outcome Measures	<ul style="list-style-type: none"> • # of research projects completed on time • Customer satisfaction measures on research efforts

8. Create open repository of information for all classes of court

Progress Measures	<ul style="list-style-type: none"> • Achieving milestone dates in developing repository • Volume of resources in the repository
Outcome Measures	<ul style="list-style-type: none"> • Customer satisfaction measures on use of repository • # of visits, other measures of usage of the repository

9. Identify and share innovations and best practices across Georgia’s Courts

Progress Measures	<ul style="list-style-type: none"> • Achieving milestone dates in developing the discovery and sharing approach, and required support capacity
Outcome Measures	<ul style="list-style-type: none"> • # sharing forums/opportunities conducted by JC/AOC • # of examples of best practices and innovations applied in Georgia courts

Relevant Orders of the Supreme Court of Georgia

Presented below is a list of Supreme Court orders that directly affect the Judicial Council. In addition to the Council's statutory duties, these Orders direct Council policy. The complete orders are located in the Appendices.

June 12, 1978

A Supreme Court Order establishing the Judicial Council as an administrative arm of the Supreme Court.

February 6, 1980

A Supreme Court Order restructuring the Judicial Council.

January 15, 1981

A Supreme Court Order amending the Court's Order of February 6, 1980, relating to membership of the Judicial Council.

A Supreme Court Order amending the Court's Order of June 12, 1978, to give authorization for certain additional duties to be performed by the AOC.

December 14, 1981

A Supreme Court Order amending the Court's Order of February 6, 1980, allowing all members to be voting members with the exception of the representative of the Supreme Court.

August 5, 1983

A Supreme Court Order continuing the existence of the Judicial Council, setting its membership, and establishing two standing committees.

A Supreme Court Order directing the Judicial Council's Administrative Committee to advise the Supreme Court on senior judges seeking approval to serve under Rule S-6.

April 10, 2003

A Supreme Court Order defining the circumstances under which a representative of an absent member may be entitled to vote on matters before the Judicial Council.

April 13, 2009

A Supreme Court Order making the President of the Council of Municipal Court Judges a voting member of the Judicial Council.

October 6, 2010

A Supreme Court Order making the President of the Council of Municipal Court Judges a member of the Standing Committee on Policy.

July 3, 2012

A Supreme Court Order making the President-Elect of the Council of Municipal Court Judges a member of the Judicial Council.

September 3, 2015

A Supreme Court Order approving the bylaws of the Judicial Council of Georgia

Judicial Council Committees

As of February 16, 2016

Access, Fairness, and Public Trust and Confidence Committee

The Access, Fairness and Public Trust and Confidence Committee improves the public's trust by focusing on access and fairness through the elimination of systemic barriers in the judicial system related to gender, race, ethnicity, disability and language.

AOC Staff Contact: Ms. Michelle Barclay

Budget Committee

The Budget Committee handles the initial review of Judicial Council, AOC, and all subprogram budgets and recommends continuation funding and enhancement requests to the full Judicial Council for approval.

AOC Staff Contact: Ms. Ashley Garner

Court Reporting Matters Committee

The Court Reporting Matters Committee acts on behalf of the Judicial Council in handling appeals from decisions of the Board of Court Reporting; approves rules changes, opinions of the Board, and proposed changes to fee schedules; and recommends candidates for Board membership.

AOC Staff Contact: Mr. Shinji Morokuma

Domestic Violence Committee

The Domestic Violence Committee reviews grant applications from nonprofits offering to provide civil legal services to victims of domestic violence and training on domestic violence related issues. Each year the General Assembly appropriates over \$2 million for this grant, which serves over 5,000 victims statewide.

AOC Staff Contact: Ms. Christine Butcher

Judicial Workload Assessment Committee

The Judicial Workload Assessment Committee determines the methodology for analysis of data collected through annual trial court case counts. Additionally, based on staff studies, they make recommendations to the Judicial Council as to the need for additional judicial personnel.

AOC Staff Contact: Ms. Carla Hardnett

Policy and Legislative Committee

The Policy and Legislative Committee reviews legislation affecting the judicial branch and develops positions where appropriate.

AOC Staff Contact: Ms. Tracy Mason

Strategic Plan Implementation Committee

The Strategic Plan Implementation Committee is responsible for implementing the Judicial Council/Administrative Office of the Courts Strategic Plan for FY 2014 – FY 2016.

AOC Staff Contact: Ms. Jessica Farah

Strategic Plan Standing Committee

The Strategic Plan Standing Committee is charged with the mission of accomplishing the ongoing and future strategic planning efforts of the Judicial Council for fiscal years 2017-2019. This Committee is a successor to the Judicial Council Strategic Plan Implementation Committee, which shall sunset on June 30, 2016

AOC Staff Contact: Ms. Jessica Farah

Standing Committee on Technology

The Standing Committee on Technology provides guidance and oversight for the Judicial Council's technology initiatives.

AOC Staff Contact: Ms. Wendy Hosch

State Budgeting for Judicial Council Programs

As of April 1, 2016

The Judicial Council budget unit contains six programs: Accountability Courts*, Georgia Office of Dispute Resolution, Institute of Continuing Education, Judicial Council, Judicial Qualifications Commission, and Georgia Resource Center.

The subprograms listed below are part of the Judicial Council Program within the Judicial Council budget unit, which receives funds appropriated by the General Assembly. Specific amounts are appropriated to each subprogram by the Judicial Council for their operations. Total funds appropriated to the AOC by the Judicial Council are budgeted at the discretion of the AOC Director and Chief Justice. The AOC Director does not necessarily exercise discretion as to actual expenditures for all subprograms.

- Administrative Office of the Courts
- Child Support Guidelines Commission
- Council of Magistrate Court Judges
- Council of Municipal Court Judges
- Council of Probate Court Judges
- Council of State Court Judges
- Georgia Council of Court Administrators
- Legal Services to Victims of Domestic Violence

Other Programs (attached agencies):

The programs listed below are placed under the Judicial Council budget unit by the General Assembly; their activities are not directed by the Judicial Council.

- Council of Accountability Court Judges
- Georgia Appellate Resource Center
- Institute of Continuing Judicial Education
- Judicial Qualifications Commission

Policy Initiatives of the Judicial Council

The following Judicial Council initiatives are examples of the breadth and depth of the Council's policy work.

1974: Creation of the Board of Court Reporting

1976: Passage of the Judicial Administration Act creating the ten Judicial Administrative Districts; petitioned the Supreme Court to create the Institute of Continuing Judicial Education

1979: Established the Institute of Continuing Judicial Education as an administrative arm of the Supreme Court

1981: Planning Committee for the Judicial Branch provided input to the writers of the 1983 Constitution and subsequent enabling legislation

1982: Developed the first statewide judicial records retention schedules

1987: Established the Electronic Data Processing Committee to propose statewide standards for Georgia courts

1992: Creation of the Georgia Courts Automation Commission; creation of the Commission on Family Violence

1996: Creation of the Drug Court Committee

2005: Passage of Drug Court enabling legislation

2009: Adoption of Emergency Procedures/Business Continuity Plans

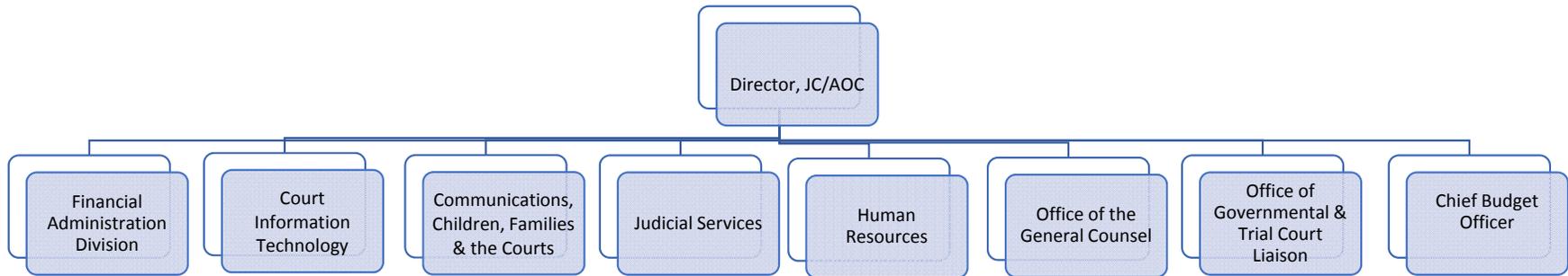
2013: Strategic Plan for Judicial Council/AOC

2014: Implemented the Georgia Courts Registrar for managing certification and licensing for court professionals improving customer service at the same time using resources more efficiently

2015: Implementation of the Tax Refund Intercept Program to assist courts in collecting past due fines and fees

Judicial Council/Administrative Office of the Courts

Organizational Overview



Administrative Office of the Courts At-A-Glance

As of April 1, 2016

Administrative Office of the Courts divisions and their functions are presented here in brief.

Director's Division

Office of Communications, Children, Families, and the Courts: The Office of Communications, Children, Families, and the Courts supports court system initiatives and partnerships that improve outcomes for Georgia's most vulnerable citizens – children, the elderly, families seeking child support, and victims of violence and human trafficking. It includes staff support to the Child Support Commission, the Committee on Justice for Children, and the Access, Fairness, and Public Trust and Confidence Committee. A combination of state, federal and private funds finance this work. The staff also manages the over \$2 million grant providing civil legal services to victims of family violence. This office also houses the communication department for the entire AOC and serves as a liaison to Council of Accountability Courts staff, whose courts often serve similar populations.

Staff Contact: Ms. Michelle Barclay

Governmental and Trial Court Liaison: The Office of Governmental and Trial Court Liaison coordinates with and helps facilitate communication between judicial entities to promote the policy goals of the Judicial Council and the statutory mission of the AOC. This unit provides policy and technical support to the Judicial Council and the Council of Municipal Court Judges, as well as administrative services to the Council of Municipal Court Judges, the Council of Municipal Court Clerks and the Council of Magistrate Court Clerks. The unit also serves as secretariat to the Municipal and Magistrate Court Training Councils.

Staff Contact: Ms. Tracy Mason

Human Resources: The Human Resources department provides personnel services for the AOC and external judicial branch entities as requested. Internal services include: benefits and salary administration, leave management, personnel action processing, conducting new employee orientation, performance evaluations, training, and policy development. The department is also responsible for maintaining official personnel records, design and implementation of the agency's recruitment process and selection methods, and recommending programs designed to enhance employee development.

Staff Contact: Ms. Stephanie Hines

Office of General Counsel: The Office of General Counsel provides legal services to the AOC, members of the judicial branch, and associated entities including the regulatory agencies of the judiciary. Services include the drafting, negotiation, and termination of all contracts and legal agreements; complex legal research and analysis; representation at administrative hearings and other proceedings; legal advice and counsel in a wide variety of areas including employment, policy and rule changes, legislation, and open records requests; responding to daily inquiries from the public; and providing habeas corpus forms to penal institutions.

Staff Contacts: Ms. Jessica Farah

Judicial Services Division

Office of Court Professionals: The Office of Court Professionals furnishes policy and administrative support to boards and commissions responsible for the testing, licensure, continuing education and discipline of Georgia court professionals such as court reporters, foreign and sign language interpreters, alternative dispute mediators and neutrals, and process servers.

Staff Contact: Mr. Christopher Hansard

Office of Research and Data Analysis: The Office of Research and Data Analysis provides evidence-based research and subject matter expertise to the Judicial Council of Georgia, the AOC, the Georgia Courts, and to other stakeholders to improve the administration of justice.

Staff Contact: Mr. Christopher Hansard

Financial Administration Division

The Financial Administration Division provides fiscal services for the AOC and twenty-nine judicial branch organizations. This includes: payroll administration, budget preparation and management, audit compliance, invoicing, and accounts payable. They also provide budget data to the Governor and General Assembly on behalf of each Judicial Council budgetary unit as requested.

Staff Contact: Mr. Randy Dennis

Information Technology Division

The Information Technology Division maintains the internal network of the AOC, the judicial branch personnel database, and external and internal websites. They also manage desktop software and equipment, e-mail, and listserv capabilities. The staff consults, develops, and supports court automation projects such as: the Child Support E-filing System, the AOC Judicial Information and Data Portal, local case management and docketing systems for 372 installations, ranging from local case management and docketing systems to jury management. The Division also has staff actively participating in local and national groups such as Oasis, CITOC, and Legal XML to define, design, and promote judicial technology standards.

Staff Contact: Mr. Jorge Basto

Judicial Council Members

As of April, 2016

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
Atlanta, GA 30334
404-656-3472/F 651-8642
hinesph@gasupreme.us

Court of Appeals

Chief Judge Sara Doyle
47 Trinity Avenue, Suite 501
Atlanta, GA 30334
404-656-3458/F 657-9764
doyles@gaappeals.us

Judge Stephen Louis A. Dillard
47 Trinity Avenue, Suite 501
Atlanta, GA 30334
404-657-9405/ F 657-8893
dillards@gaappeals.us

Superior Court

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President, CSCJ
Appalachian Judicial Circuit
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Jasper, GA 30143
706-253-8729/ F 253-8734
basw54@gmail.com

Judge Horace J. Johnson, Jr.
President-Elect, CSCJ
Alcovy Judicial Circuit
1132 Usher Street, NW
Covington, GA 30014
770-784-2080/F 784-2130
hjohnson@co.newton.ga.us

Judge John E. Morse Jr.
Eastern Judicial Circuit, 1st JAD
213 Chatham County Courthouse
133 Montgomery Street
Savannah, GA 31401
912-652-7236/F 652-7361
jemorse@chathamcounty.org

Chief Judge Harry J. Altman II
Southern Judicial Circuit, 2nd JAD
P.O. Box 1734
Thomasville, GA 31799
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Perry, GA 31069
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elukemire@houstoncountyga.org

Chief Judge Tangela M. Barrie
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tbarrie@dekalbcountyga.gov

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404-612-8520/F 302-8524
gail.tusan@fultoncountyga.gov

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Harold R. Banke Justice Center
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Judge S. Lark Ingram
Cobb Judicial Circuit, 7th JAD
70 Haynes Street
Marietta, GA 30090
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Chief Judge Kathy Palmer
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Augusta Judicial Circuit, 10th JAD
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joverstreet@augustaga.gov

State Court

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wmpurdom@dekalbcountyga.gov

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Richmond County
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Suite 4105
Augusta, GA 30901-2974
706-821-2582/ F 821-1177
rslaby@augustaga.gov

Juvenile Court

Judge John Sumner
President, CJCJ
Blue Ridge Judicial Circuit
90 North Street, Suite 310
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678-293-6250/F 493-6255
jbsumner@cherokeega.com

Chief Judge Benjamin P. Brinson
President-Elect, CJCJ
Atlantic Judicial Circuit
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912-739-2533/F 739-2513
bpbrinson@aol.com

Probate Court

Judge Alice Padgett
President, CPCJ
Columbia County
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706-312-7254/F 312-7251
apadgett@columbiacountyga.gov

Judge Rooney Bowen III
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Dooly County
P.O. Box 304
Vienna, GA 31092
229-268-4217/F 268-6142
rbowen@doolycountyprobate.com

Magistrate Court

Judge Robert "Bob" Turner
President, CMCJ
Chief Magistrate
Houston County
89 Cohen Walker Drive
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btturner@houstoncountyga.org

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Chief Magistrate
Gwinnett County
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kristina.blum@gwinnettcountry.com

Municipal Courts

Judge Leslie Spornberger Jones
President, CMCJ
Municipal Court of Athens-Clarke County
P.O. Box 1705
Athens, GA 30603
706-613-3695/F 613-3696
leslie.jones@athensclarkecounty.com

Judge Gary E. Jackson
President-Elect, CMCJ
Municipal Court of Atlanta
150 Garnett Street, SW
Atlanta, GA 30303-6372
404-658-6930/F 658-7488
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Administrative Office of the Courts

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Cynthia H. Clanton, Director
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As of April 1, 2016

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LaShawn Murphy
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Bianca Bennett
404-463-6478

Herbert Gordon
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Georgia Judicial Exchange

Tajsha Dekine
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Judicial Council of Georgia

Policy on the Study of Superior Court Judgeships and Circuit Boundaries

Section 1 – Policy

1.1 – Introduction

This policy governs the processes, procedures, and methodology used by the Judicial Council when considering requests for additional judgeships and circuit boundary alterations. The Judicial Council recognizes that the addition of a judgeship or circuit boundary alteration is a matter of great gravity and substantial expense to the state’s citizens. Therefore, careful inquiry and deliberate study according to a rigorous methodology will lay the foundation for any recommended changes to circuit judgeships or boundaries.

The Judicial Council acknowledges the National Center for State Courts’ subject matter expertise in case processing and workload methodology and its documented best practices for assistance in this policy (see Appendix B).

1.2 – Policy Statements

1. The Judicial Council will recommend additional judgeships based only upon need demonstrated through the methodology contained herein.
2. The Judicial Council will recommend circuit boundary alterations based only upon need demonstrated through the methodology contained herein.
3. The Judicial Council will not recommend part-time judgeships.

Section 2 – Judgeship and Circuit Boundary Study

2.1 – Initiation

1. The Governor, members of the General Assembly, and superior court judges have standing to initiate judgeship and circuit boundary studies.
2. The AOC will notify the Governor, General Assembly, and superior court judges no later than April 1 that they may request studies in writing by June 1, or the next business day thereafter, prior to the session of the General Assembly during which the judgeship or change in circuit boundaries is sought. Any request received after June 1 will not be considered until the following year.

3. Requests for studies will be sent to the Director of the AOC. If a superior court judge, other than a chief judge, requests a judgeship or circuit boundary study, the AOC will inform the chief judge of the same circuit that a request has been made.

2.2 – Judgeship Study Methodology

The Judicial Council approves the methodology and all values associated with it in open session. (See Appendix A for definitions of italicized terms and a list of all values.)

1. The most recent three-year average of civil case filings and criminal case defendants, for each case type listed in Appendix A, will serve as the *total circuit caseload* for each case type. Each case type's caseload will be multiplied by its respective *case weight*. The resulting figure represents the *total circuit workload*.
2. The *total circuit workload* will be divided by the *judge year value* assigned to the circuit based on its *classification*. The resulting figure represents the *judge workload value*. If the *judge workload value* meets or exceeds the *judge threshold value*, then the circuit is qualified for an additional judgeship. If the *judge workload value* does not meet the *judge threshold value*, then the circuit is not qualified for an additional judgeship.
3. The AOC will notify the requestor and the circuit's chief judge of the circuit's qualification status.
4. A circuit that qualifies for an additional judgeship will have its judgeship study prepared and presented at the next Judicial Council meeting as described in Section 3.
5. A circuit not qualified for an additional judgeship has the right to appeal its status to the Judicial Workload Assessment Committee. If the appeal is approved, then the appealing circuit will have a judgeship study prepared and presented at the next Judicial Council meeting as described in Section 3. Appeals may not be based upon a circuit's caseload.

2.3 – Circuit Boundary Study Methodology

A proposed circuit boundary alteration will cause study of the requesting circuit and all adjacent circuits. A circuit is qualified for a boundary alteration if, after the proposed alteration, the following conditions are met.

1. Caseload and Workload

- a. Caseload is more evenly distributed across all circuits impacted by the alteration.
- b. Workload in altered circuits does not vary significantly from the statewide average workload.
- c. Caseload trend analysis of altered circuits does not project an imbalance in growth rates that would necessitate a reallocation of resources or alteration of circuit boundaries again in the near future.

2. Population

- a. Per judge population is more evenly distributed among circuits impacted by altered boundaries.
- b. Per judge population does not vary significantly from the statewide average in altered circuits.
- c. Population trend analysis of altered circuits does not show an imbalance in growth rates that would necessitate a reallocation of resources or alteration of circuit boundaries again within ten years.
- d. The population of altered circuits is more evenly distributed than the original circuits.

3. Judges

- a. The number of additional judges needed to serve altered circuits is not significantly greater than the original number.
- b. Judges' travel time and/or distance between courthouses decreases in altered circuits.

4. Administrative

- a. The one-time and recurring costs to altered circuits are not overly burdensome to the state or local governments. Changes in cost for personnel services and operations will be considered.

- b. The operational and case assignment policies are not negatively impacted in altered circuits.
5. The preceding conditions (1-4) will be considered for all potential circuit boundary alterations before qualification status is determined.
6. If a circuit meets a significant number of the preceding conditions, then the circuit is qualified for a boundary alteration. If a circuit does not meet a significant number of the preceding conditions, then the circuit is not qualified for a boundary alteration.
7. The AOC will notify the requestor and the circuit's chief judge of the circuit's qualification status.
8. A circuit that qualifies for a boundary alteration will have its judgeship study prepared and presented at the next Judicial Council meeting as described in Section 3.
9. A circuit not qualified for a boundary alteration has the right to appeal its status to the Judicial Workload Assessment Committee. If the appeal is approved, then the appealing circuit will have a boundary study prepared and presented at the next Judicial Council meeting as described in Section 3. Appeals may not be based upon a circuit's caseload.

Section 3 - Judicial Council Procedure

The Judicial Council will make recommendations to the Governor and the General Assembly for judicial personnel allocations and circuit boundary alterations annually prior to the beginning of the regular session of the General Assembly.

1. The AOC will prepare and present a judgeship and/or boundary study for all qualified circuits and non-qualified circuits with successful appeals that requested judgeship and/or boundary studies. The report will include the results of the judgeship and/or boundary studies, any letters of support from requesting circuits, any available *CourTools* data, and other information the AOC may deem beneficial to Judicial Council deliberations.
2. After reviewing the judgeship and/or boundary study, the Judicial Council, in open session, may discuss the merits of each request. Any Judicial Council member in a circuit or county affected by a study will be eligible to vote on motions affecting that circuit but will not be present or participate in deliberations regarding the circuit. Non-Judicial Council members offering support or opposition may be recognized to speak by the Chief Justice.

3. After deliberations, the Judicial Council will, in open session, approve or disapprove the judgeship and boundary changes presented in the judgeship and/or boundary study. Votes on such motions will be by secret, written ballot. Non-qualified circuits with successful appeals must have a two-thirds (2/3) majority to receive approval. Each ballot must be complete to be counted. The presiding judge of the Court of Appeals will oversee ballot counting.
4. After determining the circuits recommended for an additional judgeship, the Judicial Council will rank the circuits based on need. Votes on such motions will be by secret, written ballot. Each ballot must be complete to be counted. The presiding judge of the Court of Appeals will oversee ballot counting.
5. Upon Judicial Council recommendation of an additional judgeship or circuit boundary alteration, the recommendation will remain for a period of three years unless (1) the total caseload of that circuit decreases 10 percent or more or (2) the circuit withdraws the request. In either case, the circuit must requalify before being considered again by the Judicial Council.
6. The AOC will prepare and distribute letters notifying requestors and chief judges of the Judicial Council's actions and distribute a press release summarizing the Judicial Council's recommendations.

Appendix A

Definitions

Total circuit caseload – The average (arithmetic mean) of the most recent three-years of civil case filings and criminal case defendants for each case type.

Case weight – The average number of minutes needed to dispose of a particular case type.

Total circuit workload – The sum of the total circuit workload for each case type multiplied by the case type's corresponding case weight.

Judge year value – The average number of minutes per calendar year a judge is available to do case work.

Classification – The category of circuits based upon the following formula. (1) Urban circuits are circuits with one county and seven or more judges. (2) Suburban Single-County circuits are circuits with one county and fewer than seven judges. (3) Suburban Multi-County circuits are circuits with multiple counties and a number of judges greater than or equal to the number of counties in the circuit. (4) Rural circuits are circuits with a number of judges fewer than the number of counties in the circuit.

Judge workload value – The total circuit workload divided by the judge year value, representing the number of judges needed to do the work of the circuit during a year.

Judge threshold value – The value a circuit's judge workload value must meet or exceed to be qualified for an additional judgeship.

Values

Case Type	Case Weight (in minutes)	Judges in Circuit	Per Judge Value Needed to Qualify for Next Judge	Judge Threshold Value
Serious Felony	353.79	2	1.350	2.700
Felony	49.30	3	1.340	4.020
Misdemeanor	13.17	4	1.330	5.320
Unified Appeal	7,200.00	5	1.320	6.600
Probation Revocation	19.34	6	1.310	7.860
Felony Accountability Court	207.23	7	1.300	9.100
Appeals/Review	54.58	8	1.290	10.320
Contract/Account	15.80	9	1.280	11.520
Dispossessory/Distress	27.02	10	1.270	12.700
Forfeiture	66.75	11	1.260	13.860
Habeas Corpus	134.35	12	1.250	15.000
Non-Domestic Contempt	76.57	13	1.240	16.120
Other General Civil	38.01	14	1.230	17.220
Post Judgment/Garnishment	3.31	15	1.220	18.300
Real Property	154.20	16	1.210	19.360
Tort/Negligence	125.31	17	1.200	20.400
Adoption	52.51	18	1.190	21.420
Child Support Enforcement	10.07	19	1.180	22.420
Contempt	26.22	20	1.170	23.400
Divorce/Alimony	45.92	21	1.160	24.360
Family Violence	24.32	22	1.150	25.300
Legitimation	32.14	23	1.140	26.220
Modification	58.03	24	1.130	27.120
Non-CSE/Custody	187.67	25	1.120	28.000
Other Domestic	11.67			
Death Penalty Habeas Corpus	7,640.40			

Classification	Judge Year Value (in minutes)
Urban	90,660
Suburban Single County	89,940
Suburban Multi County	78,900
Rural	78,540

Appendix B

Judicial Council Workload Assessment Methodology

The first data-driven analysis of the need for additional superior court judgeships was undertaken in response to requests for seven circuit studies in preparation for General Assembly consideration in 1974. These special studies were conducted according to a methodology dependent on comparisons of geographic, demographic, caseload, and practicing attorney data. However, the goal was to craft a methodology in line with the following premise articulated by the Judicial Council.

“The single most important determinant of the number of judges required in a judicial circuit is the current and anticipated caseload in that circuit. Techniques . . . generally known as ‘weighted case averaging’ provide an informed basis for comparing different trial courts within a system and determining which ones may be overloaded and therefore in need of additional judicial manpower. Experience suggests that this type of caseload measure is a much better indicator of the need for new judgeships than other measures such as the simple number of case filings or changes in community population.”

The Judicial Council has employed various models to assess workload and recommend additional judgeships to the Governor and the General Assembly. Although it has been modified over the years to account for changing resources and technology, the methodology has always taken into account differing case types and their average time requirements. The Council’s Judicial Workload Assessment Committee is assigned the responsibility of reviewing and suggesting improvements to the methodology and potential changes to the Judicial Council policy governing additional superior court judgeships.

Integral to the workload assessment process is the quantitative analysis based on data produced from a time and motion study of judge work activities. A time and motion study is a scientifically developed method of tracking an activity over a specific period. Superior court judges record time spent on their work during a certain period, and these time data are joined with disposition data from the same interval to arrive at average times to disposition and judge year values. Three time and motion studies have been conducted in Georgia, in 2000, 2006, and 2011 to refresh the average time to disposition values as needed. Two additional studies were conducted in 2012 to create average time to disposition values for death penalty habeas corpus cases and adult felony accountability court cases.

The 2011 Time and Motion Study contained two data collection components. The first component is judge time spent on case and non-case related activities. Data collection took place during March 2011, with 147 of 205 superior court judges, representing 46 circuits, documenting time on printed or electronic forms. These judges, along with nine magistrates designated to preside in superior court, submitted 1,562,117 minutes of case and administrative activity data to the AOC.

The second data collection component is disposition data. Superior court clerks in circuits with

participating judges were asked to complete a summary report of dispositions for the month of March and submit it to the Council of Superior Court Clerks. The Council compiled data furnished by 126 clerks and forwarded a report totaling 32,742 criminal, general civil and domestic relations defendants and dockets to the AOC.

Once statewide data were synthesized, the following formula was applied to case related data to determine each case type’s average time to disposition value:

$$\sum \left[\frac{\sum \text{Judge Minutes} - \sum \text{Judge Minutes from counties without disposition data}}{\sum \text{County disposition reports} \times \frac{\text{Participating judges in the circuit}}{\text{Total judges in the circuit}}} \right] \text{ for all circuits} = \text{Average Time to Disposition}$$

To ensure a valid and reliable calculation, the AOC removed the judge time recorded in counties for which no disposition data was furnished, and disposition reports for circuits where not all judges recorded time were adjusted proportionally to the number of judges participating.

To determine judge year values, total eight-hour work periods in a year are estimated to be 2,920. From this number, the following standard deductions were identified:

Standard Deductions	Hours
Weekends	832
Holidays	96
Annual Leave	120
Sick Leave	72
CJE	40
Total	1,160

$$\text{Total Hours [2,920]} - \text{Standard Deductions [1,160]} = \text{Average Work Hours [1,760]}$$

To complete the analysis, additional deductions are made based on circuit demographics and the administrative activity data submitted by judges. All times are in hours.

Non-Case Activities	Urban	Suburban Single County	Suburban Multi-County	Rural
Travel	0	0	104	160
Administration	181	208	293	247
Community Activities	68	53	49	44
Total	249	261	446	451

Pilot Project Addendum

The Judicial Council will recommend a pilot project only if it will move the Georgia court system toward consolidation of trial courts into a unified, single-level general jurisdiction trial court such as contemplated by the Report of the Governor's Judicial Processes Review Commission, Justice 2000, of November 1985. Pilots, ultimately, should result in less fragmentation of the system and less overlapping jurisdiction. As long as the pilot is a step toward structural consolidation, the pilot may include variances in procedures and operation that seek to accommodate the local environment.

The Judicial Council will consider a family court pilot only if the pilot adheres to the recommendation of the State Bar of Georgia Commission on Family Courts that the family court be organized as a division of the superior court (general jurisdiction court) rather than as a separate independent court; and it follows, generally, the guidelines and principles outlined in that Commission's report of December 31, 1995.

The Judicial Council will consider the issue of potential and appropriate funding in its decision to recommend a pilot project.

The Administrative Office of the Courts will present an evaluation of the pilot project proposals based on the Council approved criteria and will make staff recommendations. The Judicial Council and key staff members of the Administrative Office of the Courts, in open session, will discuss the pilot project plans and the staff evaluations and recommendations.

After discussion, the Council, in an open session, will entertain motions to approve or disapprove the pilot projects. Votes on such motions shall be by secret written ballot. A majority vote of the Council membership present at the session will be required for approval or disapproval. Any Council member in a circuit or county affected by the Council's recommendation shall be eligible to vote by secret ballot on the motions affecting that circuit or county but shall not participate in the Council's discussions regarding his or her circuit or county.

The Administrative Office of the Courts shall prepare a report including the evaluation of the pilot project and the vote of the Council on that proposal. Such report shall be distributed to the Governor, members of the judiciary and special judiciary committees of the Senate and House, the persons proposing the pilot project, the judges of the courts affected by the pilot project, and other interested parties approved by the Director of the Administrative Office of the Courts. Additionally, the Administrative Office of the Courts shall prepare and distribute a press release summarizing the Judicial Council recommendations.

Adopted December 12, 1997

Appendices

APPENDIX 1

SUPREME COURT OF GEORGIA

ATLANTA, June 12, 1978

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

The petition of the Judicial Council of Georgia filed on May 30, 1978, is hereby granted.

It is ordered:

(a) that the Judicial Council of Georgia be and it hereby is established as an administrative arm of this Court; and

(b) that the officers and members of the Judicial Council of Georgia shall be the officers and members of the Council as presently constituted; and

(c) that the powers and duties of the Judicial Council of Georgia shall be the same as the powers and duties of the Council as presently constituted; and

(d) that the membership, powers and duties of the Council may be changed from time to time by further order of this Court.

It is further ordered that any member of the State Bar of Georgia or any other interested person may file with this Court before September 1, 1978, written objections to this order. Written objections may be accompanied by argument and citations of authority. A hearing on objections will be set by this Court after September 1, 1978, if demanded by any objector.

It is further ordered that the State Bar of Georgia publish a copy of the petition of the Judicial Council of Georgia and of this order in the next issue of the Georgia State Bar News.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Joline B. Williams,

Clerk.

Appendix 2

SUPREME COURT OF GEORGIA

ATLANTA, February 6, 1980

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

The Judicial Council of Georgia, acting by and through its lawfully appointed officers, filed with the Court on December 28, 1979, its petition reciting that it is authorized by its members to apply to this Court for an order:

(a) increasing the voting membership of the Judicial Council of Georgia;

(b) providing for election of voting membership;

(c) providing for the lengths of terms for members;

(d) providing for certain other matters relating to the operation of the Judicial Council of Georgia; and

(e) providing for certain measures regarding implementation of the restructuring of the Judicial Council of Georgia.

IT IS HEREBY ORDERED THAT:

(A) The membership of the Judicial Council of Georgia is established as follows:

(1) Voting Membership

1 Judge of the Georgia Court of Appeals

10 Judges of the Superior Court

3 Judges of the State Court

3 Judges of the Probate Court

1 Judge of the Juvenile Court

2 Members of the State Bar of Georgia

20 Voting Members

(2) Non-Voting Membership

1 Justice of the Supreme Court of Georgia

1 Justice of the Peace

1 Clerk of the Superior Court

3 Non-Voting Members

(B) The selection of voting members shall be as follows:

(1) Voting Membership

- (a) The Judge of the Georgia Court of Appeals shall be elected by the members of that Court.
- (b) One Superior Court Judge shall be elected by the District Council in each of the ten Judicial Administrative Districts (established by the Judicial Administration Act of 1976) by secret written ballot in each District.
- (c) The three Judges of the State Court shall be elected by the judge members of the Trial Judges and Solicitors Association of Georgia
- (d) The three Judges of the Probate Court shall be elected by the Probate Court Judges Association.
- (e) The Juvenile Court Judge shall be elected by the Georgia Council of Juvenile Court Judges.
- (f) The members of the State Bar of Georgia shall be the immediate two Past Presidents of the State Bar of Georgia.

(2) Non-Voting Membership

- (a) The Justice of the Georgia Supreme Court shall be elected by the members of that Court.
- (b) The Justice of the Peace shall be a Certified Justice of the Peace appointed by the Supreme Court of Georgia.
- (c) The Clerk of the Superior Court shall be elected by the Georgia Superior Court Clerks Association.

(C) It is further ordered that:

- (1) The terms of voting members of the Judicial Council shall be for three years commencing on the first of July of each year and the terms shall be staggered.
- (2) The terms of non-voting members shall be for three years commencing on the first of July of each year.
- (3) No member of the Judicial Council shall succeed himself for a period of three years.

- (4) No Senior Judge shall serve on the Judicial Council.
 - (5) There shall be no age limit as to members who may serve on the Judicial Council.
 - (6) The terms for initial new members shall be staggered and the length of these terms shall be determined by lot as shown in Exhibit I attached hereto.
- (D) It is further ordered that the reconstitution of the Judicial Council shall be effective as of March 1, 1980. Current members of the Judicial Council shall complete the full terms for which they were appointed. The new members of the Judicial Council taking office on March 1, 1980 shall serve as members of the Judicial Council for a special four-month term until the commencement of their regular term as members on July 1, 1980. During this special term (March 1, 1980-June 30, 1980) the President and the Immediate Past President of the State Bar of Georgia shall serve as the two Bar representatives. Thereafter, the terms of members of the Judicial Council shall commence on July 1 and end on June 30.
- (E) It is further ordered that the Judicial Council of Georgia shall provide copies of this Order to the interested parties set out in Schedule A of the Judicial Council's petition, and the Judicial Council is hereby authorized and directed to coordinate the timely and proper implementation of the reorganization of the Judicial Council.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Joline B. Williams Clerk.

EXHIBIT I

Terms of Voting Members of Judicial Council

Commencing on July 1, 1980

<u>One-Year Terms</u>	<u>Two-Year Terms</u>	<u>Three-Year Terms</u>
Judge Weltner (Sup. Ct., Dist. 5)	*	Judge Quillian (Ct. of Appeals)
*	*	Judge Gaines (Sup. Ct., Dist. 10)
*	*	Judge Whalen (Sup. Ct., Dist. 6)
Judge Guess Probate Court	Probate Ct. Judge	Probate Ct. Judge
State Court Judge	State Court Judge	State Court Judge
*	*	*
Mr. Hyatt (State Bar of GA)	Mr. McAlpin (State Bar of GA)	

The persons named in the table above are currently members of the Judicial Council whose previously-established terms may not be reduced.

The three State Court Judge positions shall be for terms of one, two, and three years, respectively, to be determined by lot.

The two unfilled Probate Court Judge positions shall be for terms of two and three years, respectively, to be determined by lot.

The member elected by the Georgia Council of Juvenile Court Judges and the Superior Court Judges from Districts 1, 2, 3, 4, 7, 8, and 9 shall draw lots to fill the remaining three one-year terms, four two-year terms, and one three-year term. Thereafter, all terms shall be for three years.

Appendix 3



SUPREME COURT OF GEORGIA

ATLANTA, January 15, 1981

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

It is ordered that Sections (A) (2) and (C) (3) and (4) of this Court's Order of February 6, 1980, relating to the membership of the Judicial Council of Georgia, be hereby amended as follows:

Section (A) (2) is amended by adding a fourth non-voting member category, so that as amended, Section (A) (2) shall read:

"(2) Non-Voting Membership
1 Justice of the Supreme Court of Georgia
1 Justice of the Peace
1 Clerk of the Superior Court
1 Judge of Magistrates, Mayors, Recorders,
Police, Small Claims, Municipal, Civil,
County, Traffic or County Recorders Courts
4 Non-Voting Members"

Section (C) (3) is amended by adding a proviso at the end, so that as amended Section (C) (3) shall read:

"(3) No member of the Judicial Council shall succeed himself for a period of three years, provided that any member elected or appointed for a term of one year or less shall not be prohibited from succeeding himself."

Section (C) (4) is amended by inserting the words "be elected to" following the word "shall", so that as so amended Section (C) (4) shall read:

"(4) No Senior Judge shall be elected to serve on the Judicial Council."

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

John B. Williams Clerk.

Appendix 4



SUPREME COURT OF GEORGIA

ATLANTA, January 15, 1981

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

It is ordered that Paragraph (c) of this Court's Order of June 12, 1978, relating to the status, powers and duties of the Judicial Council of Georgia be hereby amended by adding at the end thereof authorization for certain additional duties to be performed by the Administrative Office of the Courts, so that as so amended Paragraph (c) shall read as follows:

"(c) that the powers and duties of the Judicial Council of Georgia shall be the same as the powers and duties of the Council as presently constituted, and that the Administrative Office of the Courts shall perform the following additional duties:

- (i) Receive grants from any source, public or private, and expend funds and perform services in accordance with the terms of any grant.
- (ii) Prepare, publish and distribute, from time to time, studies and reports relating to the administration of justice, impose reasonable charges for such reports where appropriate on either an individual or subscription basis and retain any proceeds of such charges.
- (iii) Provide clerical, technical, research or other assistance to individual courts to enable them more effectively to discharge their duties.
- (iv) Enter into contracts as necessary to perform its other duties."

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Dolene B. Williams

Clerk.

Appendix 5

SUPREME COURT OF GEORGIA

ATLANTA, December 14, 1981

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

The Judicial Council, acting by and through its lawfully appointed officers, filed with this Court on December 12, 1981, its petition reciting that it is authorized by its members to apply to this Court for an order eliminating non-voting membership of the Council and providing for all members to vote.

It is hereby ordered that this Court's order of February 6, 1980, as amended by order of January 15, 1981, be further amended by striking Sections (A), (B), and (C), and inserting in lieu thereof the following:

(A) The membership of the Judicial Council of Georgia is established as follows:

(1) Voting membership:

1 Judge of the Court of Appeals of Georgia
10 Judges of the Superior Courts
3 Judges of the State Courts
3 Judges of the Probate Courts
1 Judge of the Juvenile Court
1 Justice of the Peace
1 Judge of Magistrates, Mayors, Recorders, Police, Small Claims, Municipal, Civil, County, Traffic or County Recorders Courts
1 Clerk of the Superior Court
2 Members of the State Bar of Georgia

(2) Non-voting membership:

1 Justice of the Supreme Court of Georgia

(B) The selection of members shall be as follows:

- (1) The Justice of the Supreme Court of Georgia shall be elected by the members of that Court.
- (2) The Judge of the Court of Appeals of Georgia shall be elected by the members of that Court.
- (3) One Superior Court Judge shall be elected by the District Council in each of the ten Judicial Administrative Districts (established by the Judicial Administration Act of 1976) by secret ballot in each District.
- (4) The three Judges of the State Court shall be elected by the judge members of the Trial Judges and Solicitors Association of Georgia.
- (5) The three Judges of the Probate Court shall be elected by

(continued on page 2)



- the Probate Court Judges Association.
- (6) The Juvenile Court Judge shall be elected by the Georgia Council of Juvenile Court Judges.
 - (7) The Justice of the Peace shall be a Certified Justice of the Peace appointed by the Supreme Court of Georgia.
 - (8) The Judge of Magistrates, Mayors, Recorders, Police, Small Claims, Municipal, Civil, County, Traffic or County Recorders Courts shall be appointed by the Supreme Court of Georgia.
 - (9) The Clerk of the Superior Court shall be elected by the Georgia Superior Court Clerks Association.
 - (10) The members of the State Bar of Georgia shall be the immediate two Past Presidents of the State Bar of Georgia.

(C) It is further ordered that:

- (1) The terms of members of the Judicial Council shall be for three years commencing on the first of July each year, and the terms shall be staggered.
- (2) No member of the Judicial Council shall succeed himself for a period of three years, provided that any member elected or appointed for a term of one year or less shall not be prohibited from succeeding himself.
- (3) No senior judge shall be elected to serve on the Judicial Council.
- (4) There shall be no age limit as to members who may serve on the Judicial Council.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Joline B. Williams, Clerk.

Appendix 6

SUPREME COURT OF GEORGIA

ATLANTA, AUG - 5 1983

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

Pursuant to the authority of OCGA § 15-5-20, as amended, Ga. L. 1983, pp. 956, 960, and the authority of this Court, the Judicial Council of Georgia is hereby continued in existence.

The membership of the Judicial Council shall be as follows:

Chief Justice of the Supreme Court

Presiding Justice of the Supreme Court

Chief Judge of the Court of Appeals

Judge of the Court of Appeals selected by the members of that Court

President and president elect of the Council of Superior Court Judges

Ten administrative district judges selected as provided by law (see

OCGA § 15-5-4)

President and president elect of the Council of State Court Judges

President and president elect of the Council of Juvenile Court

Judges

President and president elect of the Council of Probate Judges

President and president elect of the Council of Magistrate Court

Judges.

Members of the Judicial Council shall serve while holding their respective offices specified above, except that the term of the Judge selected by the Court of Appeals shall not exceed two years. All members shall be entitled to vote, except as hereinafter specified. A member unable to attend a meeting shall be entitled to be represented by a judge

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Henry C. Lancaster, Deputy

Clerk.

SUPREME COURT OF GEORGIA

ATLANTA, AUG - 5 1933

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

designated by the absent member which representative may be heard but shall not be entitled to vote.

The Chief Justice of the Supreme Court shall serve as chairman and presiding officer and shall vote only in the event of a tie. In the absence of the Chief Justice, the Presiding Justice of the Supreme Court shall preside and, when presiding, shall vote only in the event of a tie.

There shall be two standing committees, as follows:

(1) The Standing Committee on Administration shall be composed of the Chief Justice (chairman), the Judge selected by the Court of Appeals, the President of the Council of Superior Court Judges (vice-chairman), and the ten Administrative District Judges.

(2) The Standing Committee on Policy shall be composed of the Presiding Justice (chairman), the Chief Judge of the Court of Appeals (vice-chairman), the president-elect of the Council of Superior Court Judges, and the presidents of the Councils of State Court Judges, Juvenile Court Judges, Probate Court Judges and Magistrate Court Judges.

The Chief Justice and Presiding Justice, or in their absence the vice-chairman, shall preside at standing committee meetings and shall vote only in the event of a tie. The Chief Justice may appoint other committees to make studies and recommendations as necessary or desirable and the standing committee chairmen may appoint subcommittees.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Walter E. Williams, Deputy

Clerk.

SUPREME COURT OF GEORGIA

ATLANTA, AUG - 5 1933

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

The Judicial Council of Georgia shall have such powers, duties and responsibilities as provided by law or by rule of the Supreme Court. Meetings of the Council shall be called by its chairman or by one-third of its members after reasonable notice to all members.

Members of the Council shall receive no compensation for their services but shall be reimbursed for their actual expenses incurred in the performance of their duties as members of the Council.

Funds for operation of the Judicial Council and the Administrative Office of the Courts shall be requested in the name of the Judicial Council of Georgia.

Those portions of orders of the Supreme Court dated February 6, 1980, as amended January 15, 1981, and December 14, 1981, inconsistent with the foregoing are hereby revoked.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Walter B. Hightower, Clerk

Clerk.

Appendix 7

SUPREME COURT OF GEORGIA

ATLANTA, AUG - 5 1963

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

The Administrative Committee of the Judicial Council is hereby directed as follows:

- (1) To compile a list of defeated senior judges as defined in the Rules for Service of Senior Judges;
- (2) To contact such senior judges informally and determine which of them desires to be approved pursuant to Rule S-6 of such Rules;
- (3) To recommend to this court, after secret ballot and upon two-thirds favorable vote of the Administrative Committee, which of such judges should be approved for service as senior judges and which of such judges, if any, should not be so approved;
- (4) To advise the Supreme Court by confidential communication in writing as to the results of the Administrative Committee's recommendations;
- (5) To make a recommendation to the Supreme Court by the foregoing procedure when any judge is defeated in the future;
- (6) To review, by the foregoing procedure, at least annually, the status of such judges as the Committee has recommended for approval or disapproval and advise the Supreme Court of the result of such review;
- (7) To notify the Supreme Court when the Committee at any time during the year determines that the Supreme Court's approval of any such judge should be withdrawn or revoked.

SUPREME COURT OF THE STATE OF GEORGIA,

CLERK'S OFFICE, ATLANTA,

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Legal & Administrative Deputy Clerk.

Appendix 8



SUPREME COURT OF GEORGIA

Atlanta April 10, 2003

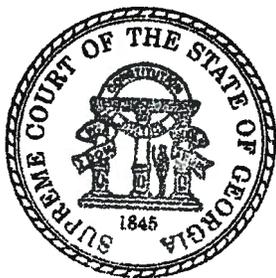
The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

It is ordered that this Court's order of August 5, 1983, establishing rules for the Judicial Council of Georgia, be hereby amended to provide for an absent member's designee to vote in certain circumstances, to read as follows:

All members shall be entitled to vote, except as hereinafter specified. A member unable to attend a meeting shall be entitled to be represented by a judge, designated by the absent member, who may be heard but shall not be entitled to vote. In the event that the member is unable to attend a meeting due to illness, incapacitation, or the death of an immediate family member, the designee shall be entitled to vote.

SUPREME COURT OF THE STATE OF GEORGIA
Clerk's Office, Atlanta



I hereby certify that the above is a true extract from
The minutes of the Supreme Court of Georgia
Witness my signature and the seal of said court hereto
Affixed the day and year last above written.

Shirley M. Mulek, Clerk



SUPREME COURT OF GEORGIA

Atlanta April 13, 2009

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

Pursuant to the authority of OCGA § 15-5-20, and the authority of this Court, it is hereby ordered that this Court's Order of August 5, 1983, as amended, relating to the membership of the Judicial Council of Georgia, and beginning, "Pursuant to the authority," be hereby amended to include the President of the Council of Municipal Court Judges as a voting member of the Judicial Council. Therefore, the second paragraph of the order will be amended to read as follows:

"The membership of the Judicial Council shall be as follows:

Chief Justice of the Supreme Court of Georgia;

Presiding Justice of the Supreme Court of Georgia;

Chief Judge of the Court of Appeals of Georgia;

Judge of the Court of Appeals selected by the members of that Court;

President and president elect of the Council of Superior Court Judges;

Ten administrative district judges selected as provided by law (see OCGA § 15-5-4);

President and president elect of the Council of State Court Judges;

President and president elect of the Council of Juvenile Court Judges;

President and president elect of the Council of Probate Court Judges;

President and president elect of the Council of Magistrate Court Judges; and

President of the Council of Municipal Court Judges.

Portions of this Court's previous orders inconsistent with the foregoing are hereby revoked. All other portions of this Court's Order of August 5, 1983, as

amended, shall remain in force and effect, unless otherwise amended by this Court or by law.



SUPREME COURT OF THE STATE OF GEORGIA
Clerk's Office, Atlanta

I hereby certify that the above is a true extract from
the minutes of the Supreme Court of Georgia

Witness my signature and the seal of said court hereto
affixed the day and year last above written.

Theresa S. Bar, Clerk

Appendix 10



SUPREME COURT OF GEORGIA

Atlanta October 6, 2010

The Honorable Supreme Court met pursuant to adjournment.
The following order was passed:

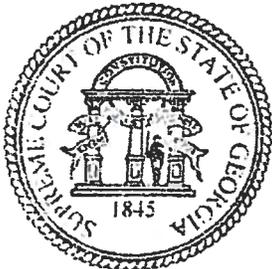
Pursuant to the authority of OCGA § 15-5-20, and the authority of this Court, it is hereby ordered that this Court's Order of August 5, 1983, as amended, relating to the membership of the Judicial Council of Georgia, and beginning, "Pursuant to the authority," be hereby amended to include the President of the Council of Municipal Court Judges as a member of the Standing Committee on Policy.

Therefore, it is ordered that part (2) of the fifth paragraph of the August 5, 1983, order beginning, "(2) The Standing Committee on Policy," and relating to the membership of the Standing Committee on Policy of the Judicial Council of Georgia, be hereby amended to include the President of the Council of Municipal Court Judges, so that the amended provision shall read as follows:

(2) The Standing Committee on Policy shall be composed of the Presiding Justice (chair), the Chief Judge of the Court of Appeals (vice-chair), the president elect of the Council of Superior Court Judges, and the presidents of the Councils of State Court Judges, Juvenile Court Judges, Probate Court Judges, Magistrate Court Judges and Municipal Court Judges.

Portions of this Court's previous orders inconsistent with the foregoing are hereby revoked. All other portions of this Court's Order of August 5, 1983, as amended, shall remain in force and effect, unless otherwise amended by this Court or by law.

SUPREME COURT OF THE STATE OF GEORGIA
Clerk's Office, Atlanta



I hereby certify that the above is a true extract from
the minutes of the Supreme Court of Georgia
Witness my signature and the seal of said court hereto
affixed the day and year last above written.

Theresa A. Brame Clerk



SUPREME COURT OF GEORGIA

Atlanta July 3, 2012

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed:

Pursuant to the authority of OCGA § 15-5-20, and the authority of this Court, it is hereby ordered that this Court's Order of August 5, 1983, as amended, relating to the membership of the Judicial Council of Georgia, and beginning, "Pursuant to the authority," be hereby amended to include the president elect of the Council of Municipal Court Judges as a voting member of the Judicial Council. Therefore, the second paragraph of the order will be amended to read as follows:

"The membership of the Judicial Council shall be as follows:

Chief Justice of the Supreme Court of Georgia;

Presiding Justice of the Supreme Court of Georgia;

Chief Judge of the Court of Appeals of Georgia;

Judge of the Court of Appeals selected by the members of that Court;

President and president elect of the Council of Superior Court Judges;

Ten administrative district judges selected as provided by law (see OCGA § 15-5-4);

President and president elect of the Council of State Court Judges;

President and president elect of the Council of Juvenile Court Judges;

President and president elect of the Council of Probate Court Judges;

President and president elect of the Council of Magistrate Court Judges; and

President and president elect of the Council of Municipal Court Judges."

Portions of this Court's previous orders inconsistent with the foregoing are hereby revoked. All other portions of this Court's Order of August 5, 1983, as amended, shall remain in force and effect, unless otherwise amended by this Court or by law.

SUPREME COURT OF THE STATE OF GEORGIA
Clerk's Office, Atlanta

I hereby certify that the above is a true extract from the minutes of the Supreme Court of Georgia

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Theresa A. Barnes Clerk



SUPREME COURT OF GEORGIA

Atlanta September 3, 2015

The Honorable Supreme Court met pursuant to adjournment.
The following order was passed.

Pursuant to the authority of OCGA § 15-5-20, and the authority of this Court, the “Bylaws of the Judicial Council of Georgia,” adopted by the Judicial Council on June 17, 2015, are hereby approved.

SUPREME COURT OF THE STATE OF GEORGIA

Clerk ’s Office, Atlanta

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

Therese A. Bame, Clerk