



Judicial Council of California · Administrative Office of the Courts

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REPORT TO THE JUDICIAL COUNCIL

For business meeting on: February 20, 2014

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Executive Summary

The following information outlines some of the many activities the Administrative Office of the Courts (AOC) is engaged in to further the Judicial Council's goals and priorities for the judicial branch. The report focuses on action since the council's January meeting and is exclusive of issues on the February business meeting agenda.

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Legislative Advocacy:

- Staff coordinated more than 100 meetings between Judicial Council members and key legislators prior to the January and February Judicial Council meetings in Sacramento.
- The Chief Justice, AOC leadership, and Office of Governmental Affairs advocates are continuing outreach meetings with legislators. In response to issues raised by Assembly Member Jones-Sawyer (Budget Committee) in two separate meetings, we shared six binders containing 4500 pages of reports the AOC has provided to the legislature and executive branches within the past year alone, as an illustration of the financial transparency and reporting processes that are in place for the judicial branch. Legislative reports are posted on the California Courts website at: <http://www.courts.ca.gov/7466.htm>. (Additionally, Judicial branch entities regularly undergo external audits by the California State Auditor, the State Controller's Office, and the Department of Finance's Office of State Audits and Evaluations. Information on these and other audit and reporting requirements are posted online at: <http://www.courts.ca.gov/25095.htm>.)
- *Bench-Bar Coalition*: Co-chaired by Judge James Mize and Mr. Raymond Aragon, the Bench-Bar Coalition (BBC) held its first quarterly conference call of the New Year. More than 150 bar groups are represented on the coalition. An overview was provided of the Governor's proposed budget for the branch, the Chief Justice's press conference on the [Three-Year Blueprint for a Fully Functioning Judicial Branch](#), and the council's legislative visits. Additionally, information was sent to BBC members regarding upcoming "Day in the District" visits by regional teams of judges and attorneys to legislators in their district offices.

Judicial Council-Sponsored Legislative Proposals: Office of Governmental Affairs staff is working to get final bill language and authors for council-approved proposals, the following of which have authors at this time:

- Providing interpreters in civil cases for litigants facing access challenges due to language barriers or lack of interpreter services (AB 1657, Gomez).
- Amending section 827 of the Welfare and Institutions Code to ensure tribal access to juvenile court files involving tribal children consistent with the mandates of existing federal and state law (AB 1618, Chesbro).

Statutory Firearms Relinquishment Requirements: Staff from the Criminal Justice Court Services Office compiled and disseminated a list of statutory firearm relinquishment requirements as a resource for all courts.

Court Security: The Office of Security provided funding for security improvements for the Superior Court of Solano County's Justice Center in Vallejo. Staff and judicial officers share a secure hallway with in-custody defendants being escorted by deputies to and from courtrooms, creating a serious security concern. Newly installed security cameras and monitors allow staff and judicial officers to visually verify that the hallway is clear of in-custody defendants before entering.

Violence Against Women Act Grant Funds: The federal Office of Violence Against Women requires that state grant administrators receiving federal STOP (Services * Training * Officers * Prosecutors) grant funds convene an implementation committee annually to discuss future funding goals. California's state administrator is the Governor's Office of Emergency Services. As a recipient of STOP grant funds, the AOC provides staff representation on this committee to contribute ideas and goals relating to the courts. At its meeting, the implementation committee discussed proposed goals for the next funding cycle and supported continued funding to the AOC through this grant.

Data Quality Control Program for 2014 Court Statistics Report: The AOC initiated the final phase of its data quality control program in support of the upcoming *2014 Court Statistics Report*. This program includes ongoing technical assistance for courts on Judicial Branch Statistical Information System reporting and a collection of statistical reports and data quality control tools to assist in reviewing and validating data. Courts were also provided a draft of the report for review before the data is published.

Judicial Resources and Technical Assistance Program: Attorneys with the AOC Center for Families, Children & the Courts' Judicial Resources and Technical Assistance program conducted site visits to courts in Madera and Sacramento Counties. On these site visits the attorneys conduct file reviews and advise and consult with juvenile court bench officers, court staff, and agency stakeholders on the practices and procedures required by federal and California law to protect children from abuse and neglect and prevent the loss of federal foster care funding. Attorneys also conducted follow-up technical assistance and training in the Superior Courts of Stanislaus and Santa Cruz Counties.

California Tribal Court/State Court Forum:

- Tribal/State Programs staff assisted tribal court judges (Hoopa Valley Tribal Court, Shingle Springs Tribal Court, and Yurok Tribal Court) and state court judges (Superior Courts Humboldt Court and El Dorado Counties) in their application for a grant from the Bureau of Justice Administration to establish a joint-jurisdictional court to address truancy.
- Staff provided technical assistance to the Superior Court of Los Angeles County, which convened an Indian Child Welfare Act stakeholder meeting and invited tribal and non-tribal community members, child welfare staff, county counsel, court-appointed attorneys, and others.

California Appellate Court Clerks Association: AOC staff made presentations on a variety of issues impacting the appellate courts at the association's quarterly meeting. The agenda items included issues relating to technology: computer infrastructure and the First District Court of Appeal e-filing pilot project; fiscal matters: a budget overview and a full-day budget workshop; mandatory education: court training conferences (judicial and court staff) for the current and next fiscal year; and court business processes.

Facilities

SB 1407 Capital Projects: The AOC is managing 32 active capital projects totaling over \$3.8 billion, and four projects that remain in the warranty or project close-out phase. Ten projects, totaling more than \$1.7 billion, are in construction. A further two are expected to begin construction by the end of June 2014.

Real Estate and Facilities Management: The AOC is managing 394 active facility modification projects with an estimated value of \$59 million.

Human Resources

Labor Relations/Negotiations: Over the past quarter the AOC assisted five trial courts in their now-concluded labor negotiations. Assistance is being provided to nine other courts. Support is being provided to three trial courts in responding to labor matters involving the Public Employee Relations Board.

Trial Court Employee Relations: Support is being provided to 11 trial courts on matters involving employee investigations, discipline matters, and issues related to leave.

Classification and Compensation:

- All AOC employees completed and submitted position description questionnaires to the classification and compensation study consultant, Fox Lawson & Associates, at the beginning of February. The consultant is scheduling occupational panel meetings as well as individual interviews during the month of March.
- Classification and compensation assistance is currently being provided to the Supreme Court, the Courts of Appeal, the Commission on Judicial Performance, and one trial court.

AOC Employee Performance Management: Due to the critical focus on the classification and compensation study in the first quarter of 2014, the formal roll out of the AOC employee performance management program has been moved forward to April 2014. Initial mandatory reviews are due on May 1, 2014, with performance reviews taking place for all employees in the following 12 months, and annually thereafter. Although the roll out of the program has been extended, many supervisors and managers have continued with the initial review plan process and are conducting engaging and constructive conversations with staff.

Phoenix Human Resources Management System:

- *Courts Seeking Phoenix HR System Implementation:* Conversations exploring the possibility of implementing the HR system in the Superior Courts of Lassen, Tehama, and Alameda Counties have begun. These courts have approached the AOC seeking a solution to their payroll needs after their counties communicated their plans to no longer provide these services to court employees.

- *Court Reference Manual:* Phoenix HR Services staff created a court reference manual for each of the courts on the Phoenix HR/Payroll system. The manuals contain all of the information needed to ensure employees are paid properly and receiving appropriate benefits. Combining this information into a single, organized resource will improve coordination between the courts and Phoenix Program staff, and result in efficiencies when changes occur. Information contained in the manual for each of the employee groups and types includes: payroll processing calendars; descriptions and rules for all types of compensation (wage types); rates, formulas, and vendor information for health, vision, dental, and miscellaneous plans; and rules, formulas, and limits on: leave quotas, overtime, cash outs, and absence types.

Department of Health Care Services Statewide DUI Advisory Group: AOC staff attended a meeting of this advisory group convened by the Department of Health Care Services to discuss Driving Under the Influence (DUI) prevention strategies and outcomes of effective programs targeting repeat DUI offenders.

Technology

Case Management Systems:

- *Criminal and Traffic:* A software upgrade was completed for this case management system used by Superior Court of Fresno County, with interfaces to the Department of Motor Vehicles, Sheriff's Office, and Official Payments.
- *Sustain Justice Edition:* The AOC funds program management oversight for the Sustain Justice Edition (SJE) case management system. Maintenance activities included production support updates, system patching, and security certificate renewals. Staff assisted the Superior Court of Merced County in copying SJE data for their implementation of the Tyler Technologies Odyssey case management system.

California Courts Technology Center: The data center hosts a range of services for all 58 superior courts, all Courts of Appeal, and the Supreme Court. The center completed an upgrade to the log-in authentication tool that supports approximately 10,000 users in order to improve performance.

Computer-Aided Facilities Management System Enhancements: The system successfully migrated to a new platform with a 34 percent improvement in performance as well as program cost savings.

New Court-Appointed Counsel System Deployment: A new system was deployed to replace the aging program used to review project invoices and approve compensation claims from counsel appointed by the Courts of Appeal to represent indigent parties with cases on appeal.

Advisory Committees/Task Forces/Working Groups

Advisory committees will hold only one in-person meeting per year until the fiscal situation improves. Other meetings will be convened using video- or audio-conferencing.

The following committees met since the Judicial Council's January meeting:

1. Center for Judiciary Education and Research Governing Committee
2. Civil Law Advisory Committee
3. Civil and Small Claims Advisory Committee
4. Court Executives Advisory Committee
5. Court Facilities Advisory Committee–Courthouse Cost Reduction Subcommittee
6. Criminal Law Advisory Committee
7. Financial Accountability and Efficiency for the Judicial Branch Advisory Committee
8. Probate and Mental Health Advisory Committee
9. Task Force on Trial Court Fiscal Accountability
10. Traffic Advisory Committee
11. Trial Court Budget Advisory Committee
12. Trial Court Facility Modification Advisory Committee
13. Trial Court Presiding Judges Advisory Committee
14. Tribal Court/State Court Forum
15. Violence Against Women Education Project Planning Committee

Meeting Details

Center for Judiciary Education and Research Governing Committee:

- Conducted an initial review and discussion of the draft 2014–2016 Education Plan and discussed a survey evaluating CJER's education programs and other offerings to the judiciary.

Civil and Small Claims Advisory Committee:

- Considered and provided comments on the proposed new rule regarding access to advisory group meetings.

Court Executives Advisory Committee:

- Received updates on and discussed the branch's legislative efforts, the Technology Planning Task Force, the Records Management Working Group, budget, the Resource Assessment Study reporting categories, the State Controller's Office Employer Contribution Government Compensation survey, and trial court responsibilities for reporting firearms relinquishments.
- *Judicial Branch Statistical Information System Working Group:* Met for the first time to discuss the charge and plan the scope of work to review and update the system's filings definitions to ensure the consistency, comparability, and accuracy of the filings data used in the Resource Assessment Study/Workload Allocation Funding Methodology models.

Court Facilities Advisory Committee–Courthouse Cost Reduction Subcommittee:

- Reviewed the following:
 - A renovation and addition to the Willows historic courthouse in Glenn County;
 - The new Yreka courthouse in Siskiyou County; and
 - The Los Angeles Hollywood courthouse adaptive reuse study.
- To date, the subcommittee’s efforts, consistent with Judicial Council direction, have resulted in approximately \$300 million in reduced hard construction costs.

Criminal Law Advisory Committee:

- Considered various rule, form, and legislative proposals, including proposals to help courts implement criminal justice realignment. This included recommendations related to dismissal, warrant, and criminal protective order forms as well as legislative proposals to govern competency proceedings during parole revocation proceedings.

Financial Accountability and Efficiency for the Judicial Branch Advisory Committee:

- Reviewed the pending audit report of the Superior Court of Yuba County, along with several reports by the California State Auditor.
- Received an overview of AOC contracts processing from the Fiscal Services Office.

Probate and Mental Health Advisory Committee:

- Approved two proposals for new and revised forms for circulation for comment this spring.
- Decided to develop and consider proposing for approval optional forms for use by private-citizen conservators to seek reappointment under the Lanterman-Petris-Short Act.
- Reviewed the proposal for a public meeting rule for Judicial Council advisory groups and drafted a comment for submission.
- Received a report on the largely successful results of efforts to seek changes in the recommendation of the California Law Revision Commission for adoption in this state of the Uniform Adult Guardianship and Protective Proceedings Act, a uniform state law on interstate jurisdictional issues affecting probate conservatorship practice in this state.

Task Force on Trial Court Fiscal Accountability:

- Convened to review efficient and/or effective court programs and projects identified by the task force.
- Discussed the vision and development of a web application that will be used to catalogue and encourage implementation of these programs/projects with courts across the state.

Traffic Advisory Committee:

- Approved recommendations to revise the preface to the 2014 Judicial Council Uniform Bail and Penalty Schedules and update traffic outreach materials for bench officers to use when making presentations to community groups.

Trial Court Budget Advisory Committee:

- Considered recommendations related to telecommunications program costs for the current fiscal year, responded to direction from the Judicial Council related to court interpreter funding and reimbursement, and evaluated potential adjustments to the workload-based allocation funding methodology approved by the Judicial Council last April.

Trial Court Facility Modification Advisory Committee:

- Reviewed and approved 93 small and large facility modification projects with a total potential cost of just over \$4 million. These projects included 21 priority 1 emergency projects required to return courts to normal operations.

Trial Court Presiding Judges Advisory Committee:

- Heard a panel presentation from former executive branch executives and legislative members regarding branch budget advocacy.
- Discussed possible topics for the 2014 Presiding Judge/Court Executive Officer Management Program and Supervising Judges Institute, local court practices and responsibilities related to victims' rights under Marsy's Law, and issues associated with implementation of the Criminal Justice Realignment Act.

Trial Court Presiding Judges and Court Executives Advisory Committees Joint Meeting:

- The 150 participants included 18 newly-elected presiding judges, together with other presiding and assistant presiding judges, and executive and assistant court executive officers.
- Viewed videotaped message from the Chief Justice (whose duties took her out of state on the meeting days).
- Heard from Judicial Council Executive and Planning Committee Chair Justice Douglas Miller on the valuable role of local court leaders in partnering with the Judicial Council.
- Updates provided on activities of the Trial Court Budget Advisory Committee, the Task Force on Trial Court Fiscal Accountability, and treatment services under the Affordable Care Act for offenders with mental health issues.
- Provided input on a draft plan outline to the council's Joint Working Group for California's Language Access Plan.

Tribal Court/State Court Forum:

- Discussed pending legislative proposals, prepared the annual agenda, and planned the upcoming in-person meeting. (This meeting also serves as an educational session for judges, and all tribal and state court judges are welcome to attend. Limited grant funding is available to reimburse judges for travel expenses.)

Violence Against Women Education Project Planning Committee:

- Discussed issues relating to domestic violence in tribal communities and reviewed the outstanding invitations to comment on proposals relating to domestic violence.
- Viewed a demonstration of the California Courts Protective Order Registry.

Judicial Branch Education Programs

Summary

Judicial Education

1. California Environmental Quality Act Overview
2. Demeanor and Decorum (Superior Court of San Bernardino County)
3. Ethics and Self-Represented Litigants in Domestic Violence Cases
4. Qualifying Ethics Core Classes (Superior Courts of Los Angeles, San Francisco, and Orange Counties)
5. Supervision Revocation Hearings
6. Sentencing Drug-Involved Offenders—Making Sense in our Post-Realignment World

Judicial Officer, Court Employee, and Justice System Stakeholder Education

7. Budget Workshop (for appellate court clerk/administrators)
8. California Risk Assessment Pilot Project (for probation officers and supervisors in pilot counties)
9. Court Security (for the California Law Enforcement Association of Records Supervisors)
10. Indian Child Welfare Act (for the Superior Court of Trinity County)
11. Introduction to Coaching (for lead court personnel in the Superior Court of Alameda County)
12. Supervisors and Leads Working Together (for supervisory and lead personnel in the Superior Court of Kern County)
13. Institute for Court Management: Purposes and Responsibilities of Courts (for trial and appellate court managers)

Broadcasts

14. Continuing the Dialogue Broadcast: The Lives of Frederick Douglass and Booker T. Washington: Lessons for Today (for trial court personnel)
15. Customer Service for the Experienced Employee (for trial court personnel)
16. Workplace Violence and Threat Assessment (for court managers and supervisors)

Video Production

17. Domestic Violence: The Proper use of Lethality Assessment
18. Live Testimony

Program Details

Budget Workshop: As part of two-day meetings held by the appellate court clerk/administrators, Fiscal Services Office staff conducted a budget workshop. Topics included a walk-through and interactive discussion on the state budget process as well as the internal budget development and allocation process for the appellate system, an overview of budget management

options and tools available to appellate staff, and a look at the budget blueprint for the judicial branch. The workshop also addressed how staff can more effectively manage budgets as well as potential options for process changes.

California Environmental Quality Act Overview: Under Public Resources Code §21167.1(b), all courts within counties with populations in excess of 200,000 must designate at least one judge to develop expertise in the California Environmental Quality Act (CEQA) and related environmental and land use law. This course provided justices, judges, trial court and appellate research attorneys with a broad overview of the act, including an analysis of the law’s structure and application, a discussion of the judicial standard of review, and a highlight of the CEQA issues pending before the California Supreme Court.

California Risk Assessment Pilot Project: Four “Connect the Dots” trainings were held for probation officers and supervisors in each of the pilot counties. The objectives of these trainings were to describe and apply the core principles of effective case planning and increase the skills needed to connect risk and needs assessment information with supervision strategies, case management practices, referrals, and interventions.

Continuing the Dialogue Broadcast: *The Lives of Frederick Douglass and Booker T. Washington: Lessons for Today* explored how the lives of these two great men continue to inspire, and have changed forever, our views of equality and equal opportunity—challenges that are with us still, for example, the reality of human trafficking and modern-day slavery.

Court Security: AOC security staff taught a crime prevention and active shooter response class to a branch justice partner, the California Law Enforcement Association of Records Supervisors, in Buellton. This class was requested as a result of the positive feedback the Office of Security received after teaching similar classes to court staff and justice partners in Santa Barbara and Santa Maria last year.

Ethics and Self-Represented Litigants in Domestic Violence Cases: This two-day course included a “nuts and bolts” segment on restraining and protective order proceedings; a focus on disqualification, disclosure, ex parte communication, community outreach; and appropriate questioning when litigants are self-represented. The course also included an opportunity for individual participants to demonstrate a mock hearing.

Indian Child Welfare Act: Provided training assistance for the Superior Court of Trinity County, which hosted a local training on the Indian Child Welfare Act.

Institute for Court Management—Purposes and Responsibilities of Courts: This course provided historical and societal context for the development of the court system as we know it today and helped participants understand the tensions inherent in the courts’ ability to fulfill its purposes and responsibilities. The course offered opportunities for participants to explore the

foundations of the third branch of government and assess whether courts are living up to the intent and spirit of our Founding Fathers' vision.

Introduction to Coaching: This half-day course was provided for 30 new, legal processing specialists in Alameda County and focused on an introduction to coaching skills. The course was held in support of the court's year-long training program for the new legal processing specialist position in the court.

Sentencing Drug-Involved Offenders—Making Sense in our Post-Realignment World: This video series examined five hypothetical sentencing scenarios for a drug-involved offender. Two experienced judges, Hon. David Danielsen and Hon. Richard Vlavianos, discussed typical case settlements and sentences while a subject matter expert, a leading psychiatrist in the field of crime and drug abuse, Dr. Igor Koutsenok, analyzed the effectiveness of those sentences from both therapeutic and public safety perspectives.

Supervision Revocation Hearings: This regional training was offered in three locations—Fresno, Irvine, and Rancho Cucamonga. Judge Phil Pennypacker of the Superior Court of Santa Clara County and Commissioner Dylan Sullivan of the Superior Court of El Dorado County taught in all locations and in Fresno, they were joined by Presiding Judge Jonathan Conklin of Fresno. The faculty discussed the new categories of supervision created by Criminal Justice Realignment and how Realignment has affected the processes for hearing violations of probation; mandatory supervision; post-release community supervision; and state parole.

Supervisors and Leads Working Together: This two-day session was provided for supervisors and assistant supervisors in the Superior Court of Kern County and focused on content from the Core 40 and Core Leadership and Training Skills courses.

Administrative Office of the Courts Staffing Report as of January 31, 2014

See definition of terms on the following page.

STAFFING				Leadership Services Division					Operations Services Division						Administrative Services Division					AOC		
	Executive Office	Office of Gov't Affairs	Internal Audit Services	Legal Services Office	JC Support Services	Office of Communications	Special Projects Office	Trial Court Liaison Office	Center for Families, Child. & Courts	Court Ops Special Svc Office	Criminal Justice Court Svc Office	Center for Judiciary Education & Research	Office of Appellate Court Services	Office of JB Capital Programs	Office of Security	Fiscal Services Office	HR Services Office	Information Technology Services Office	Office of Admin Services		Office of Real Estate & Fac. Mgmt	TC Admin Services Office
Authorized Position (FTE)	9.00	12.00	15.00	59.00	12.80	8.00	5.00	8.00	68.00	36.40	14.00	68.50	8.00	57.00	9.00	77.00	37.00	135.90	9.00	80.00	87.00	815.60
Filled Authorized Position (FTE)	6.95	12.00	12.00	41.50	12.60	7.00	3.00	8.00	58.70	28.20	13.18	63.10	4.00	47.00	8.00	68.00	29.00	110.88	9.00	77.60	84.88	704.59
Headcount - Employees	7	12	12	43	13	7	3	8	60	29	14	64	4	47	8	68	29	111	9	78	85	711.00
Vacancy (FTE)	2.05	0.00	3.00	17.50	0.20	1.00	2.00	0.00	9.30	8.20	0.83	5.40	4.00	10.00	1.00	9.00	8.00	25.03	0.00	2.40	2.13	111.04
Vacancy Rate (FTE)	22.8%	0.0%	20.0%	29.7%	1.6%	12.5%	40.0%	0.0%	13.7%	22.5%	5.9%	7.9%	50.0%	17.5%	11.1%	11.7%	21.6%	18.4%	0.0%	3.0%	2.4%	13.6%
AOC Temporary Employee (909)	2	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	0	0	0	0	5.00
*Employment Agency Temporary Worker (FTE)	0.0	0.0	0.0	3.0	0.0	0.0	0.0	0.0	2.0	1.0	2.0	3.0	1.0	1.0	1.0	5.0	3.0	0.0	1.0	3.0	0.0	26.00
Contractors (FTE)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.0	0.0	1.0	8.0	0.0	0.0	1.0	49.5	0.0	0.0	0.0	60.00
TOTAL WORKFORCE (based on FTE, 909s, Agency Temps & Contractors)	8.95	12.00	12.00	44.50	12.60	7.00	3.00	8.00	60.70	29.70	15.18	67.10	6.00	57.00	9.00	73.00	34.00	160.38	10.00	80.60	84.88	795.59

Definitions:	
Authorized Position (FTE)	Authorized positions include all regular ongoing positions approved in the Budget Act for that year. The number is based on the position's approved full time equivalency.
Filled Authorized Position (FTE)	Filled authorized positions are the number of authorized positions filled based on the employee's full time equivalency.
Headcount	The actual count of persons employed by the AOC, regardless of FTE. This number could be more than the FTE count due to part-time employees being counted as "1". It does not include Temporary Employees (909) or Employment Agency Temporary Workers.
Vacancy (FTE)	The number of vacancies is the number of authorized positions minus the number of filled authorized positions.
Vacancy Rate (FTE)	Vacancy Rate is calculated by dividing the number of authorized positions by the number of vacant authorized positions. This number excludes AOC temporary employees ("909" funded employees). See definition of AOC temporary employees below.
AOC Temporary Employees (909)	The 909 category is the State Controller code used to reference a temporary position or temporary employee. A 909 position may not be funded through the Budget Act. It is categorized as a temporary position in the absence of an authorized position. 909 positions may be occupied by regular full-time employees due to the unavailability of an authorized vacant position and may receive benefits if employed at least half-time for more than six months. Types of "909" Employees include: Retired Annuitants: A retiree hired by a former employer or other employer that participates in the same retirement system as the former employer. This includes a former participant in a state retirement system who previously retired and currently receives retirement benefits. Temporary Employees: Employed by the AOC on a temporary basis - they do not receive full benefits (but do receive CalPERS retirement service credit).
Employment Agency Temp. Worker (FTE)	These are workers from an employment agency. They are employees of the employment agency, not the AOC, but provide short-term support for AOC workload.
Contractor (FTE)	Individuals augmenting the work of the AOC and providing services for a limited period of time or on a specific project, where a particular skill set is required that is either (1) not within an existing AOC classification and/or job description or (2) where recruitment issues require the use of a contractor.
Full Time Equivalency (FTE)	Full Time Equivalency is the number of total maximum compensable hours designated in a year divided by actual hours worked in a year. For example, the work year for the AOC is defined as 2,080 hours; one employee occupying a paid full time job all year would consume one FTE. One employee working for 1,040 hours each would consume .5 FTE.
Time Base	Full time: Employee is scheduled to work 40 hours per week. Receives full benefits. Part time: Employee is scheduled to work less than 40 hours per week. Employees that work more than 20 hours per week receive full benefits. Intermittent: Employees have no established work schedule and work on an as-needed basis that varies from one pay period to the next. Eligibility for certain benefits may be limited for these employees.
Regular Employee	Commonly referred to as "permanent employees" – They receive full benefits.
Limited Term	Limited Term Position – A position funded through the Budget Act with a specific end date and counted as an authorized position. Employee in limited term positions may be regular or temporary.

New Judgeships and Vacancies Report

New Judicial Appointments: The Governor made three new judicial appointments effective at the end of January, one each in the Superior Courts of San Diego, San Mateo, and Ventura Counties.

NUMBER OF JUDGESHIPS AUTHORIZED, FILLED AND VACANT AS OF JANUARY 31, 2014

TYPE OF COURT	NUMBER OF COURTS	NUMBER OF JUDGESHIPS					
		Authorized	Filled	Vacant	Vacant (AB 159 positions)	<i>Filled(Last Month**)</i>	<i>Vacant(Last Month**)</i>
Supreme Court	1	7	7	0	0	7	0
Courts of Appeal	6	105	97	8	0	97	8
Superior Courts	58	1705	1601	54	50*	1601	104
All Courts	65	1817	1705	112		1705	112

*Authorized January 1, 2008, 50 new (AB 159) judgeships are added. However, funding for these positions has not been provided.

**As of December 31, 2013.

New Vacancies that occurred in January 2014.

JUDICIAL VACANCIES: APPELLATE COURTS

Appellate District	Vacancies	Reason for Vacancy	Justice to be Replaced	Last Day In Office
First Appellate District, Division One	2	Retirement	Hon. James J. Marchiano	03/15/13
First Appellate District, Division Two		Retirement	Hon. James R. Lambden	07/31/13
Second Appellate District, Division Two	4	Retirement	Hon. Kathryn Doi Todd	01/22/13
Second Appellate District, Division Five		Retirement	Hon. Orville A. Armstrong	07/31/13
Second App. Dst., Div. Six		Retirement	Hon. Paul H. Coffee	01/31/12
Second App. Dst., Div. Seven		Retirement	Hon. Frank Y. Jackson	06/30/13
Third Appellate District	1	Elevated	Hon. Tani G. Cantil-Sakauye	01/02/11
Fifth Appellate District	1	Retirement	Hon. Rebecca A. Wiseman	10/31/13
TOTAL VACANCIES	8			

JUDICIAL VACANCIES: SUPERIOR COURTS

County	Vacancies	Reason for Vacancy	Judge to be Replaced	Last Day In Office
Alameda	3	Retirement	Hon. Joan S. Cartwright	01/31/14
Alameda		Transferred	Hon. Carrie McIntyre Panetta	09/20/13
Alameda		Retirement	Hon. Marshall Ivan Whitley	06/30/13
Contra Costa	1	Retirement	Hon. William M. Kolin	11/10/13
Fresno	1	Converted	New Position	11/24/13
Kern	3	Retirement	Hon. Louis P. Etcheverry	10/24/13
Kern		Retirement	Hon. Jerold L. Turner	08/01/13
Kern		Retirement	Hon. Jon Edward Stuebbe	06/16/13
Los Angeles	15	Retirement	Hon. Charles W. McCoy, Jr.	08/28/13
Los Angeles		Dis Retirement	Hon. Cynthia Rayvis	08/22/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Converted	New Position	08/12/13
Los Angeles		Retirement	Hon. Shari Kreisler Silver	07/31/13
Los Angeles		Retirement	Hon. Lawrence J. Mira	07/24/13
Los Angeles		Retirement	Hon. John H. Reid	06/02/13
Los Angeles		Retirement	Hon. Dewey Lawes Falcone	05/08/13
Los Angeles		To Fed Court	Hon. Beverly Reid O'Connell	05/01/13
Los Angeles		Retirement	Hon. Diana M. Wheatley	04/16/13
Marin	1	Retirement	Hon. James R. Ritchie	12/31/13
Orange	6	Converted	New Position	10/25/13
Orange		Retirement	Hon. John Nho Trong Nguyen	09/25/13
Orange		Converted	New Position	08/12/13
Orange		Retirement	Hon. B. Tam Nomoto Schumann	04/22/13
Orange		Retirement	Hon. Francisco F. Firmat	02/25/13
Orange		Retirement	Hon. Craig E. Robison	01/07/13
Riverside	3	Retirement	Hon. Gary B. Tranbarger	01/28/14

Riverside		Retirement	Hon. David B. Downing	04/29/13
Riverside		Retirement	Hon. Jean Pfeiffer Leonard	03/29/13
Sacramento	2	Retirement	Hon. Roland L. Candee	05/15/13
Sacramento		To Fed Court	Hon. Troy L. Nunley	03/25/13
San Bernardino	3	Retirement	Hon. Larry W. Allen	11/30/13
San Bernardino		Retirement	Hon. Shahla S. Sabet	11/29/13
San Bernardino		Retirement	Hon. John B. Gibson	09/19/13
San Diego	4	Retirement	Hon. Richard E. Mills	10/28/13
San Diego		Retirement	Hon. William H. McAdam, Jr.	09/30/13
San Diego		Retirement	Hon. John S. Einhorn	08/31/13
San Diego		Retirement	Hon. Richard G. Cline	08/19/13
San Francisco	2	Retirement	Hon. Patrick J. Mahoney	02/28/13
San Francisco		Retirement	Hon. Katherine A. Feinstein	02/01/13
Santa Barbara	1	Retirement	Hon. George C. Eskin	10/15/13
Santa Clara	5	Retirement	Hon. Thomas W. Cain	12/02/13
Santa Clara		Retirement	Hon. Andrea Y. Bryan	12/01/13
Santa Clara		Retirement	Hon. Diane Northway	03/16/13
Santa Clara		Retirement	Hon. Jerome S. Nadler	01/18/13
Santa Clara		Retirement	Hon. Joyce Allegro	01/03/13
Stanislaus	1	Retirement	Hon. Susan D. Siefkin	11/30/13
Trinity	1	Retirement	Hon. James P. Woodward	01/05/13
Tulare	1	Dis Retirement	Hon. Elisabeth B. Krant	12/06/13
Ventura	1	Retirement	Hon. Barbara A. Lane	11/30/13
SUBTOTAL:	54			

**New Judgeships Authorized January 1, 2008 (AB 159) For Which Funding Has Not Been Provided.
This judgeship allocation list was updated based on Judicial Council action on December 13, 2013.**

Fresno	2	(AB 159)*	New Positions	1/1/2008
Humboldt	1	(AB 159)*	New Position	1/1/2008
Imperial	1	(AB 159)*	New Position	1/1/2008
Kern	3	(AB 159)*	New Positions	1/1/2008
Kings	1	(AB 159)*	New Position	1/1/2008
Los Angeles	2	(AB 159)*	New Positions	1/1/2008

Merced	2	(AB 159)*	New Positions	1/1/2008
Orange	2	(AB 159)*	New Positions	1/1/2008
Placer	2	(AB 159)*	New Positions	1/1/2008
Riverside	9	(AB 159)*	New Positions	1/1/2008
Sacramento	3	(AB 159)*	New Positions	1/1/2008
San Bernardino	9	(AB 159)*	New Positions	1/1/2008
San Joaquin	3	(AB 159)*	New Positions	1/1/2008
Shasta	1	(AB 159)*	New Position	1/1/2008
Solano	1	(AB 159)*	New Position	1/1/2008
Sonoma	1	(AB 159)*	New Position	1/1/2008
Stanislaus	3	(AB 159)*	New Positions	1/1/2008
Sutter	1	(AB 159)*	New Positions	1/1/2008
Tulare	1	(AB 159)*	New Position	1/1/2008
Ventura	2	(AB 159)*	New Positions	1/1/2008
TOTAL VACANCIES:	104			