

Proposed AOC Organizational Structure



Prepared for Judicial Council
August 31, 2012

Strategic Evaluation Committee

- “The large number of divisions and high-level direct reports has contributed to a structure that is top-heavy and unwieldy, with a challenging and very broad span of control for the Executive Office.”
- “ A related by-product of the high number of separate divisions is that it helped lead to what many in the organization itself recognize as the “silo effect” – a lack of communication and common goals among the various divisions in the organization.”



Improvement is Achievable

- Agree with organization structure recommended in SEC Report with minor modifications
- Appropriate to restructure from both cost saving and efficiency perspective



Goals for AOC Restructuring

- Reduce the size of the Executive Team to streamline decision-making for the organization
- Institute a clear chain-of-command to clarify the authority, expectations, and responsibilities of the Executive Team

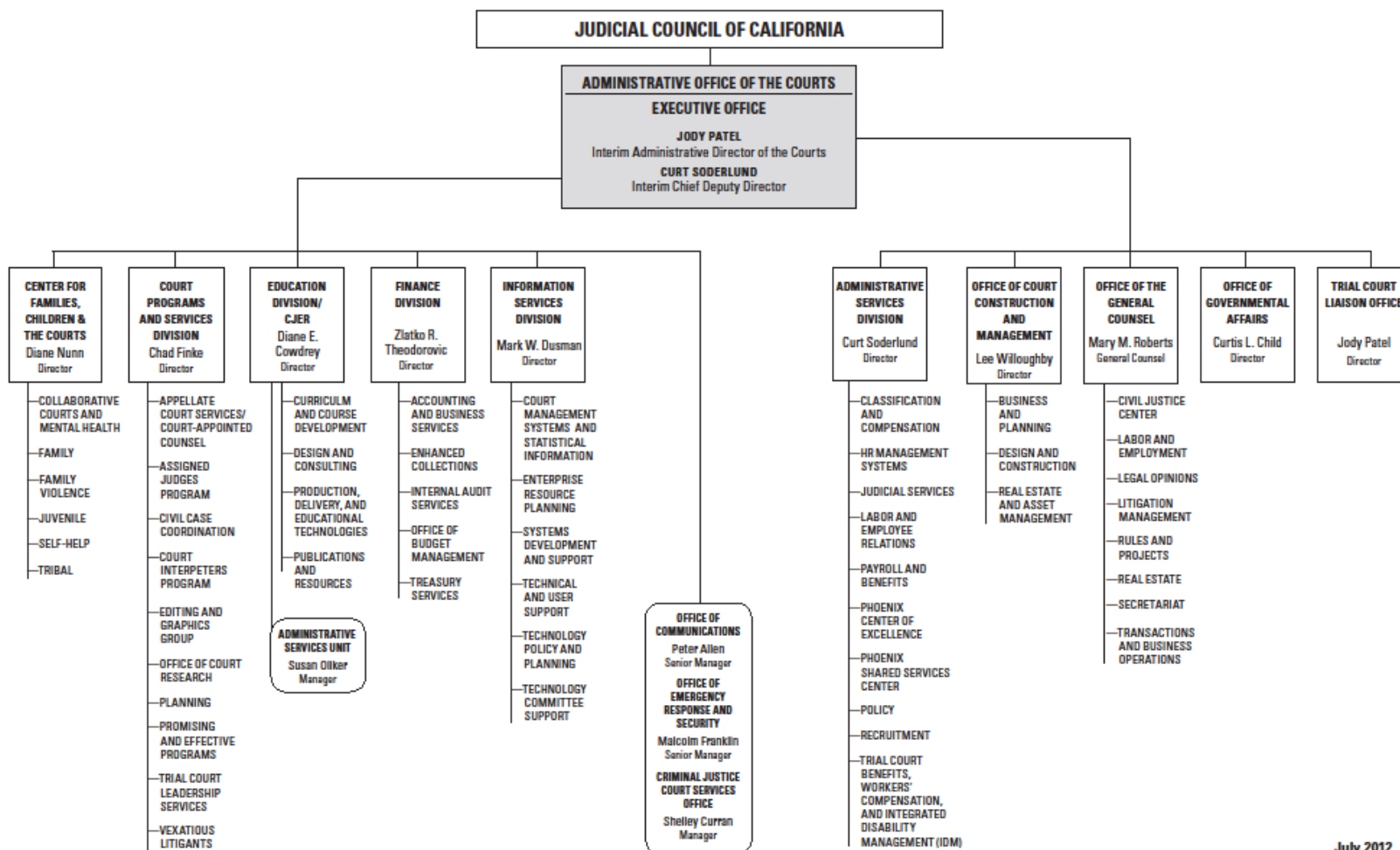


Goals for AOC Restructuring

- Align AOC programs, projects, and activities, into fewer divisions based on function (i.e., operational, administrative, court liaison) to:
 - Enhance communication and eliminate silos
 - Effectively manage resources and programs while ensuring a commitment to meeting the demands and needs of the courts and external customers and stakeholders



Current AOC Organizational Structure



July 2012

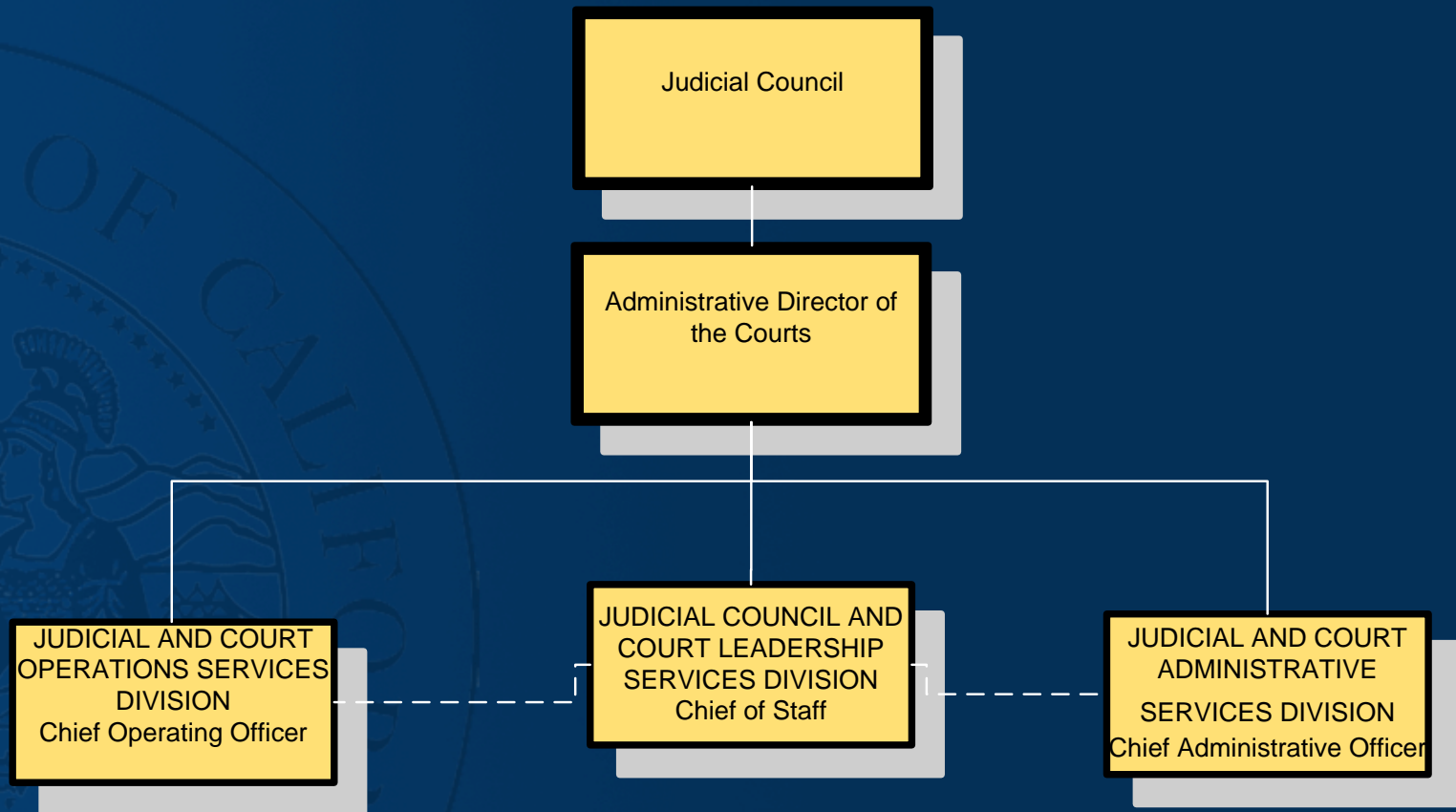
Existing AOC Executive Team

- One Administrative Director of the Courts (ADOC)
- One Chief Deputy Director
- One General Counsel
- 9 Division and Office Directors
- 2 Senior Managers



ADMINISTRATIVE OFFICE
OF THE COURTS

Propose a Smaller Executive Team



ADMINISTRATIVE OFFICE
OF THE COURTS

Proposed Structure

- Reduces current makeup from 14 positions in the current Management Team to four members known as the “Executive Office”
- Chain of command would be established, ensuring that in the event of the unavailability of the ADOC, management decision-making will continue in an orderly and uninterrupted fashion
- Chief of Staff will be considered second-in-command



Proposed Structure

- Consistent with SEC, Divisions are now “Offices” reporting to one of three divisions
- Existing Division Directors remain Directors and are now part of new Management Council
- Classification and compensation study must be conducted before changes to Director compensation levels are considered



Proposed Structure

- In accordance with SEC, Offices part of new divisions:
 - Chief of Staff - Judicial Council and Court Leadership Services Division
 - Chief Administrative Officer - Judicial and Court Administrative Services Division
 - Chief Operating Officer - Judicial and Court Operations Services Division



Items Modified from the SEC

- Chief of Staff designated as second-in-command within the Executive Office
- Office of the General Counsel direct report to Chief of Staff with dotted line to ADOC
- Office of Governmental Affairs direct report to ADOC
- Editing and Graphics Group not eliminated – part of Judicial Council Support Services Unit
- Bifurcation of OCCM – Office of Facilities Management reports to Chief Administrative Officer and Office of Judicial Branch Capital Programs reports to Chief Operating Officer



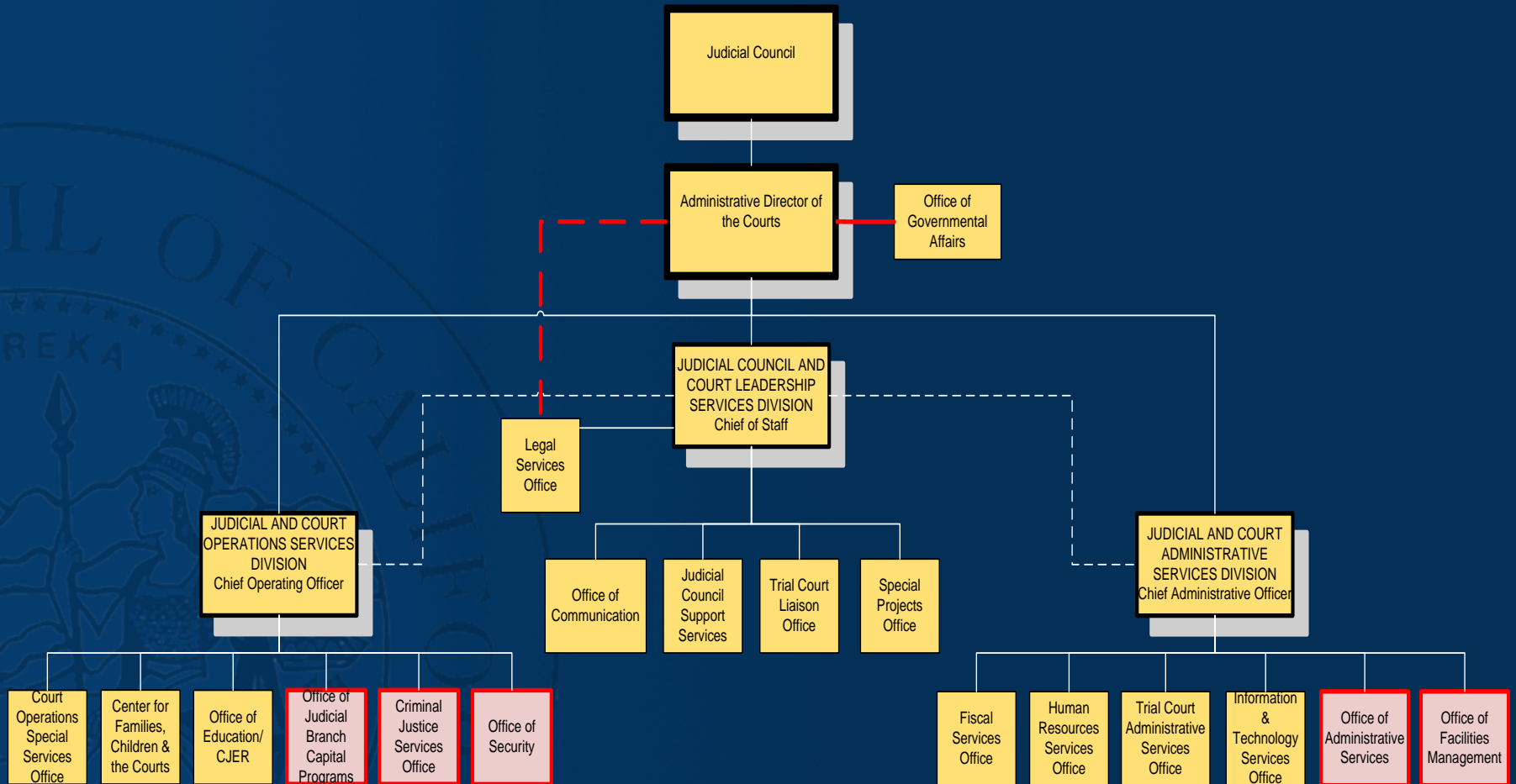
Items Modified from the SEC

- Retains Office of Emergency Response and Security as Office of Security pending further ADOC report to Judicial Council at December meeting
- Retain current Directors' compensation pending completion of classification and compensation study
- Merge traditional administrative functions into a newly established Office of Administrative Services reporting to the Chief Administrative Officer
- House the Criminal Justice Services Office under the Judicial and Court Operations Services Division rather than under the Chief of Staff



ADMINISTRATIVE OFFICE
OF THE COURTS

Proposed Structure



ADMINISTRATIVE OFFICE
OF THE COURTS

Bifurcation of OCCM

- Office of Judicial Branch Capital Programs
 - Reports to Chief Operating Officer
 - Working Group oversight continues
- Office of Facilities Management
 - Reports to Chief Administrative Officer
 - Working Group oversight expanded

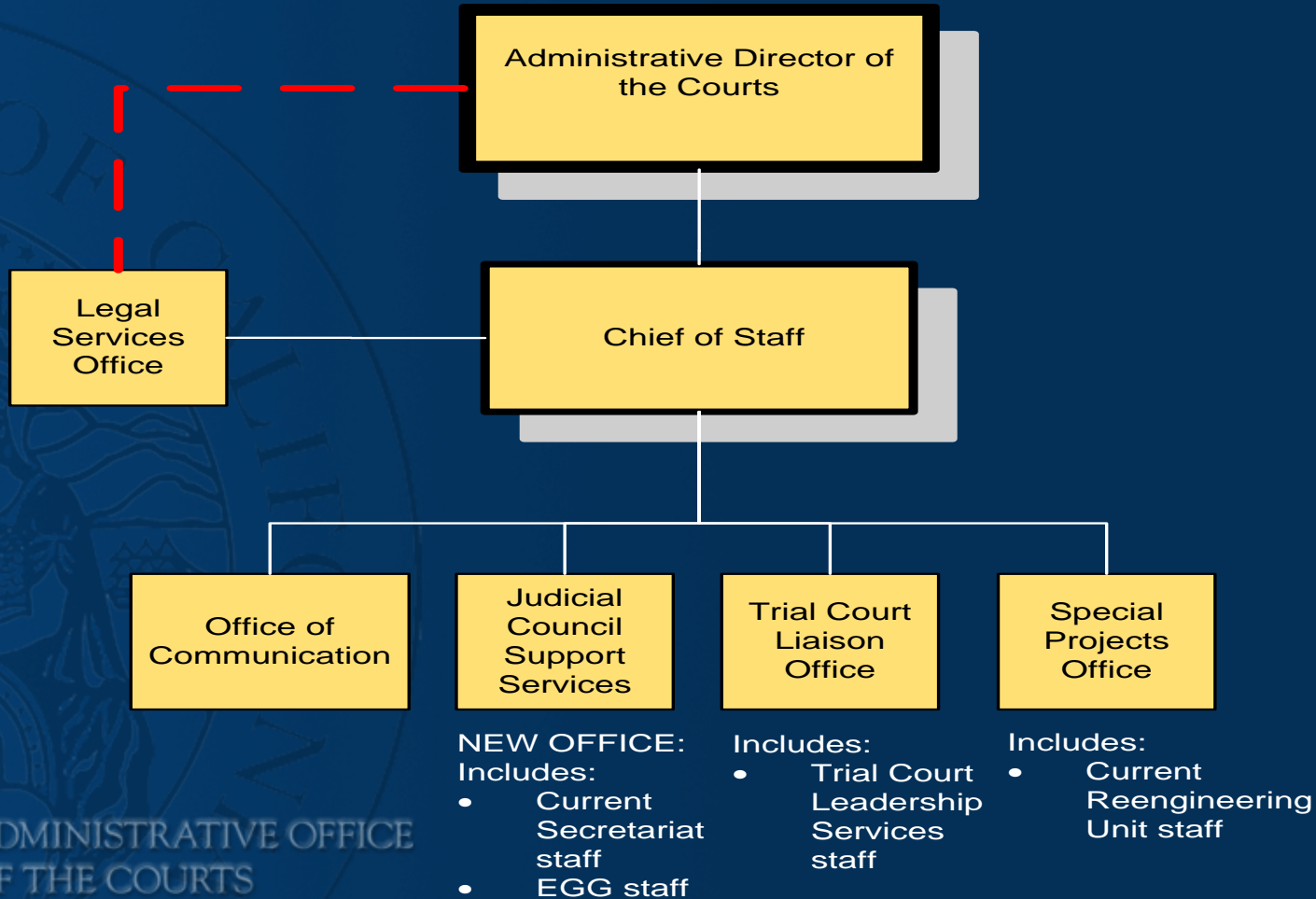


Chief of Staff

- Leads Judicial Council and Court Leadership Services Division
- Support to Judicial Council, Trial Court Presiding Judges and Court Executives Advisory Committees, Trial Court Liaison, Special Projects



Judicial Council and Court Leadership Services Division



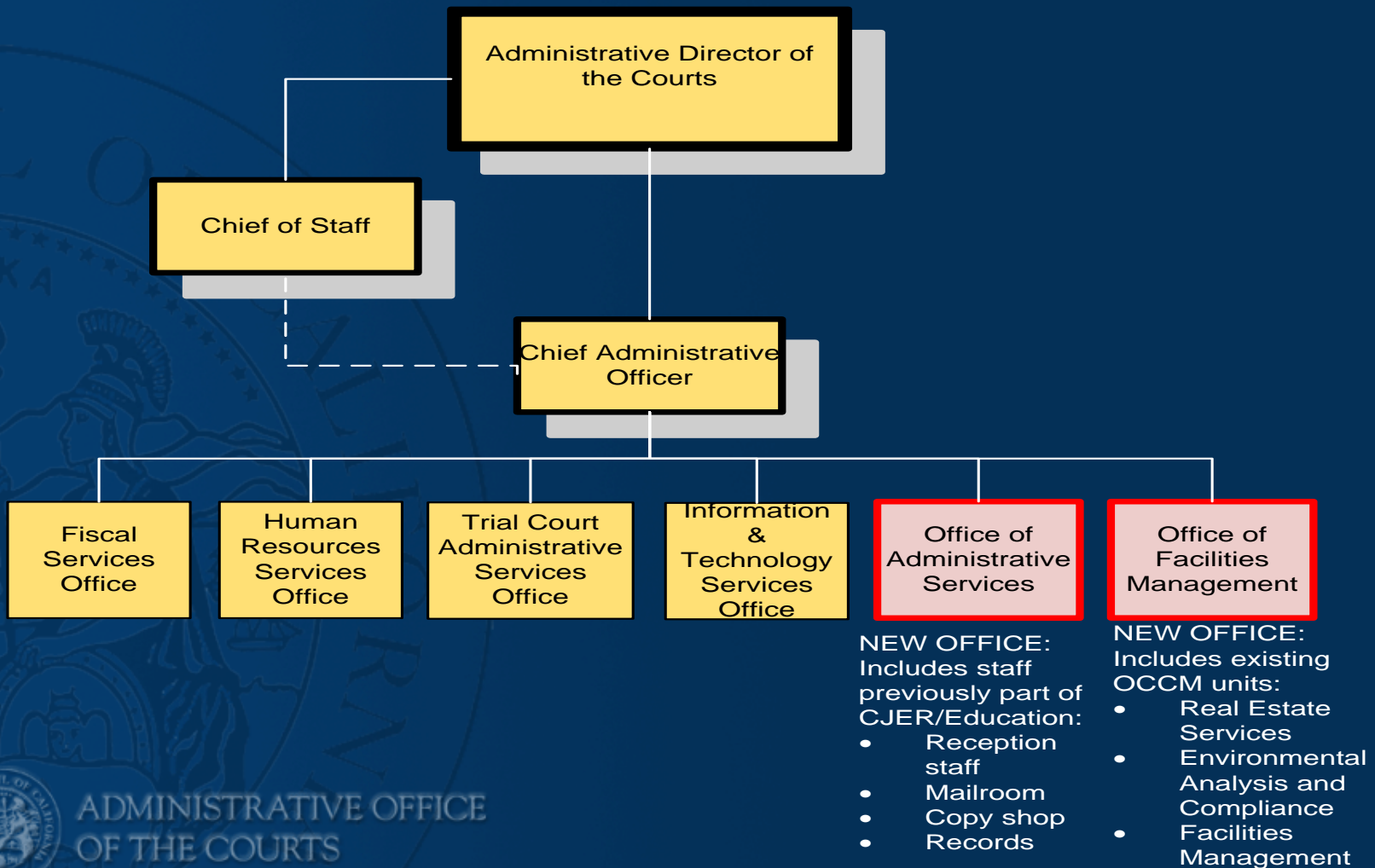
ADMINISTRATIVE OFFICE
OF THE COURTS

Chief Administrative Officer

- Leads Judicial and Court Administrative Services Division
- Houses traditional administrative services for the AOC and the judicial branch



Judicial and Court Administrative Services Division



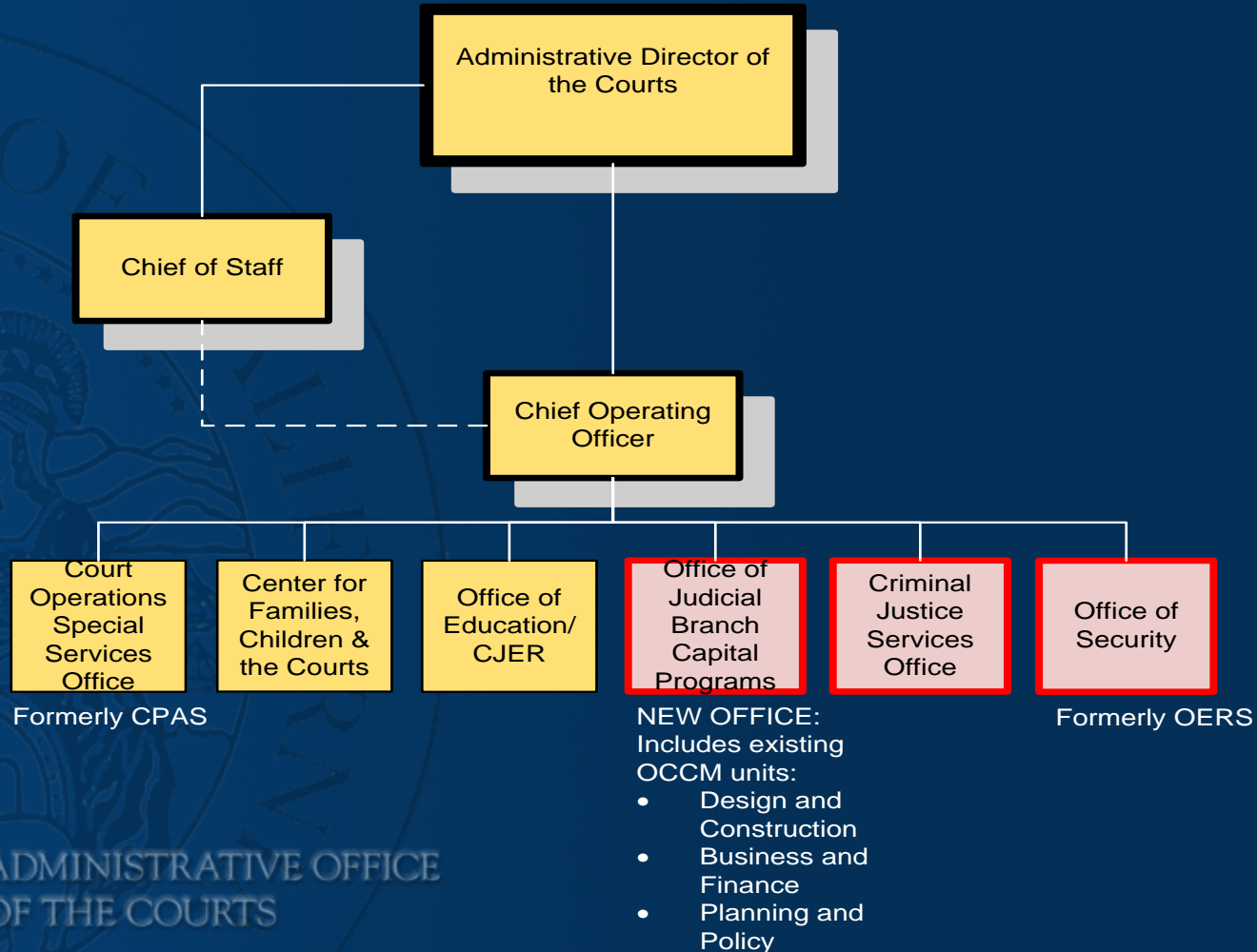
ADMINISTRATIVE OFFICE
OF THE COURTS

Chief Operating Officer

- Leads the Judicial and Court Operations Services Division
- Houses activities and programs that support court operations, programs, projects, collaborations, and services



Judicial and Court Operations Services Division



ADMINISTRATIVE OFFICE
OF THE COURTS

Org Structure Recommendation

- Request that the Judicial Council adopt the proposed organizational structure as recommended by the SEC with the modifications presented



Implementation

- With Judicial Council approval, establishment of new Executive Office (Administrative Director of the Courts, Chief of Staff, Chief Administrative Officer, Chief Operating Officer) will be implemented October 1, 2012, with concurrent action initiated to implement divisional reorganization
- Updates on restructuring efforts will be provided to the Judicial Council at the October and December 2012 business meetings

