



# JUDICIAL COUNCIL OF CALIFORNIA

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## WORKLOAD ASSESSMENT ADVISORY COMMITTEE

**MATERIALS FOR NOVEMBER 29, 2017**

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# JUDICIAL COUNCIL OF CALIFORNIA

WORKLOAD ASSESSMENT  
ADVISORY COMMITTEE

[www.courts.ca.gov/waac.htm](http://www.courts.ca.gov/waac.htm)  
[waac@jud.ca.gov](mailto:waac@jud.ca.gov)

## WORKLOAD ASSESSMENT ADVISORY COMMITTEE OPEN MEETING AGENDA

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1))  
THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS  
THIS MEETING IS BEING RECORDED

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**Date:** November 29, 2017  
**Time:** Noon - 1:00 P.M.  
**Public Call-in Number:** (877) 820-7831, Passcode 5197241 (listen only)

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Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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### I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

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#### **Call to Order and Roll Call**

#### **Approval of Minutes**

Approve minutes of the April 11, 2017, and May 2, 2017, Workload Assessment Advisory Committee meetings.

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### II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(2))

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#### **Written Comment**

In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [waac@jud.ca.gov](mailto:waac@jud.ca.gov) or mailed or delivered to Office of Court Research, Judicial Council of California, 455 Golden Gate Avenue, San Francisco, California 94102, attention: Rose Butler. Only written comments received by November 28, 2017 at noon will be provided to advisory body members prior to the start of the meeting.

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**III. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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**Info 1 Welcome New Members**

Judge Alksne to introduce the new members of the committee.

Facilitator: Hon. Lorna Alksne, Chair, Workload Assessment Advisory Committee

**Info 2 Standards and Measures That Promote the Fair and Efficient Administration of Justice**

The report is provided under the requirements of Government Code section 9795. The Judicial Council has submitted a report to the Legislature in accordance with the Government Code section 77001.5 that requires the council to adopt and annually report on “judicial administration standards and measures that promote the fair and efficient administration of justice.”

Presenter(s)/Facilitator(s): Karen Viscia, Senior Analyst, Budget Services  
Leah Rose-Goodwin, Manager, Budget Services

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**IV. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1–3)**

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**Item 1 2018 Proposed Annual Agenda (Action Required)**

Identifies, for discussion and action to recommend, the new, one-time, or ongoing projects and activities the committee has to undertake for the year.

Presenter(s)/Facilitator(s): Hon. Lorna Alksne, Chair, Workload Assessment Advisory Committee  
Leah Rose-Goodwin, Manager, Budget Services

**Item 2 Report Back on the Assembly Bill 1058 Joint Subcommittee (Action Required)**

The committee will receive a report on the joint subcommittee’s work to date. There are no materials for this item.

Presenter(s)/Facilitator(s): Hon. Joyce D. Hinrichs, Presiding Judge, Superior Court of California, County of Humboldt  
Leah Rose-Goodwin, Manager, Budget Services

**Item 3 Follow-up on the Quantity of Complex Civil Cases Filed by Government Entities (Action Required)**

The committee will receive an oral report (no materials).

Presenter(s)/Facilitator(s): Karen Viscia, Senior Analyst, Budget Services  
Leah Rose-Goodwin, Manager, Budget Services

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**V. ADJOURNMENT**

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Next meeting will be set in February (in-person, San Francisco). With no further business, the meeting will adjourn by 1:00 p.m.



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ADVISORY COMMITTEE

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[waac@jud.ca.gov](mailto:waac@jud.ca.gov)

## WORKLOAD ASSESSMENT ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING AND ACTION BY E-MAIL

4/11/17

10 a.m. to 3 p.m.

Judicial Council Conference Center

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**Advisory Body Members Present:** Hon. Lorna A. Alksne, Chair; Hon. Joyce D. Hinrichs; Hon. Suzanne Kingsbury; Hon. John Kiriwara; Hon. Richard C. Martin (by phone); Hon. Annemarie Pace; Hon. Garrett Wong; Ms. Sherri R. Carter (by phone); Mr. Sean Metroka; Ms. Sheran Morton; Mr. Stephen H. Nash; Mr. Michael Planet; Mr. Brian Taylor

**Advisory Body Members Absent:** Hon. Irma Asberry; Mr. Darrel Parker; Hon. Jennifer Rockwell

**Others Present:** Hon. Becky Dugan; Mr. Bryan Borys; Ms. Nicole Davis; Mr. Michael Corriere (by phone); Ms. Krista LeVier (by phone); Mr. Robert Lowney; Mr. Robert Oliver; Ms. Jody Patel (by phone); Mr. Michael Roddy; Ms. Millicent Tidwell; Ms. Tania Ugrin-Capobianco (by phone); Mr. Brian Aho; Mr. Chris Belloli (by phone); Ms. Savet Hong; Mr. Peter James; Ms. Leah Rose-Goodwin; Mr. Colin Simpson; Ms. Karen Viscia

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#### OPEN MEETING

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##### **Call to Order and Roll Call**

The chair called the meeting to order at 10 a.m. and took roll call.

##### **WAAC Membership Updates**

The chair provided the committee with membership updates: Ms. Teresa Risi resigned from the committee following her departure from Monterey Superior Court; Judge Martin is due to retire in several months; Judge Alksne, Judge Asberry, Judge Kingsbury, Judge Kiriwara, Ms. Carter, Mr. Nash, and Mr. Parker all have terms that expire/come up for renewal in August 2017.

##### **Approval of Minutes**

The advisory body reviewed and approved the minutes of the January 6, 2017, Workload Assessment Advisory Committee meeting.

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#### DISCUSSION AND ACTION ITEMS (ITEMS 1)

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##### **Item 1**

##### **2016 Resource Assessment Model (Action Required)**

WAAC discussed the preliminary updates to the complex civil, asbestos, and EDD caseweights and other RAS parameters.

**Actions:**

1. WAAC voted to approve a set of caseweights based on data collected during the random moment study, excluding adjustments made during staff Delphi Sessions.
2. WAAC voted to use separate infractions caseweights for large and small courts.
3. WAAC voted to use a caseweight of 571 for Family Law Other.
4. WAAC voted to use a staff-year value of 111, 360 minutes per year, consistent with the work year value assumptions used by the California Department of Finance.
5. WAAC voted to forward the FY 2017–18 RAS FTE estimates to the TCBAC, pending approval by the Judicial Council (with the understanding that these estimates may be revised following confirmation of complex civil counts for cases filed by governmental agencies for San Francisco, Los Angeles, and any other courts).

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**A D J O U R N M E N T**

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There being no further business, the meeting was adjourned at 1:12 p.m.

To be approved by the advisory body at the next meeting.

**A C T I O N B Y E - M A I L**

5/2/17

**Item 1**

**Review/Approve FY 2017–18 RAS FTE calculations (Action Required)**

WAAC members reviewed the revised RAS FTE calculations for FY 2017–18.

**Action:**

The committee voted to approve the revised FY 2017–18 FTE calculations.



# JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue  
San Francisco, CA 94102-3688  
Tel 415-865-4200  
TDD 415-865-4272  
Fax 415-865-4205  
www.courts.ca.gov

HON. TANI G. CANTIL-  
SAKAUYE  
*Chief Justice of California  
Chair of the Judicial Council*

HON. DOUGLAS P. MILLER  
*Chair, Executive and Planning  
Committee*

HON. DAVID M. RUBIN  
*Chair, Judicial Branch Budget  
Committee  
Chair, Litigation Management  
Committee*

HON. KENNETH K. SO  
*Chair, Policy Coordination and  
Liaison Committee*

HON. HARRY E. HULL, JR.  
*Chair, Rules and Projects  
Committee*

HON. MARGARET SLOUGH  
*Chair, Technology Committee*

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Mr. Michael M. Roddy  
Ms. Andrea K. Wallin-Rohmann*

MR. MARTIN HOSHINO  
*Administrative Director,  
Judicial Council*

November 1, 2017

Ms. Diane F. Boyer-Vine  
Legislative Counsel  
State Capitol, Room 3021  
Sacramento, California 95814

Mr. Daniel Alvarez  
Secretary of the Senate  
State Capitol, Room 400  
Sacramento, California 95814

Mr. E. Dotson Wilson  
Chief Clerk of the Assembly  
State Capitol, Room 3196  
Sacramento, California 95814

Re: *Standards and Measures That Promote the Fair and Efficient  
Administration of Justice*, as required under Government Code Section  
77001.5

Dear Ms. Boyer-Vine, Mr. Alvarez, and Mr. Wilson:

Attached is the Judicial Council report required under Government Code  
Section 77001.5 on judicial administration standards and measures that  
promote the fair and efficient administration of justice.

If you have any questions related to this report, please contact Ms. Leah  
Rose-Goodwin, Manager, at 415-865-7708 or leah.rose-  
goodwin@jud.ca.gov.

Sincerely,

Martin Hoshino  
Administrative Director  
Judicial Council

Ms. Diane F. Boyer-Vine

Mr. Daniel Alvarez

Mr. E. Dotson Wilson

October 27, 2017

Page 2

MH/LRG/kv

Attachment

cc: Jessica Devencenzi, Policy Consultant, Office of Senate President pro Tempore

Kevin de León

Alf Brandt, Senior Counsel, Office of Speaker Anthony Rendon

Anita Lee, Senior Fiscal and Policy Analyst, Legislative Analyst's Office

Tina McGee, Executive Secretary, Legislative Analyst's Office

Margie Estrada, Chief Counsel, Senate Judiciary Committee

Mike Petersen, Consultant, Senate Republican Policy Office

Alison Merrilees, Chief Counsel, Assembly Judiciary Committee

Paul Dress, Consultant, Assembly Republican Office of Policy & Budget

Amy Leach, Minute Clerk, Office of Assembly Chief Clerk

Cory T. Jaspersen, Director, Governmental Affairs, Judicial Council

Laura Speed, Principal Manager, Governmental Affairs, Judicial Council

Peter Allen, Director, Public Affairs, Judicial Council

Yvette Casillas-Sarcos, Administrative Coordinator, Governmental Affairs, Judicial Council





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455 Golden Gate Avenue  
San Francisco, CA 94102-3688  
Tel 415-865-4200  
TDD 415-865-4272  
Fax 415-865-4205  
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**MR. MARTIN HOSHINO**  
*Administrative Director of the  
Courts  
and Secretary of the Judicial  
Council*

Date: November 1, 2017

Report Title: *Standards and Measures That Promote the Fair and Efficient Administration of Justice*

Statutory citation: Government Code section 77001.5

The following summary of the report is provided under the requirements of Government Code section 9795. The Judicial Council has submitted a report to the Legislature in accordance with the Government Code section 77001.5 that requires the Judicial Council to adopt and annually report on “judicial administration standards and measures that promote the fair and efficient administration of justice, including, but not limited to, the following subjects:

- (1) Providing equal access to courts and respectful treatment for all court participants.
- (2) Case processing, including the efficient use of judicial resources.
- (3) General court administration.

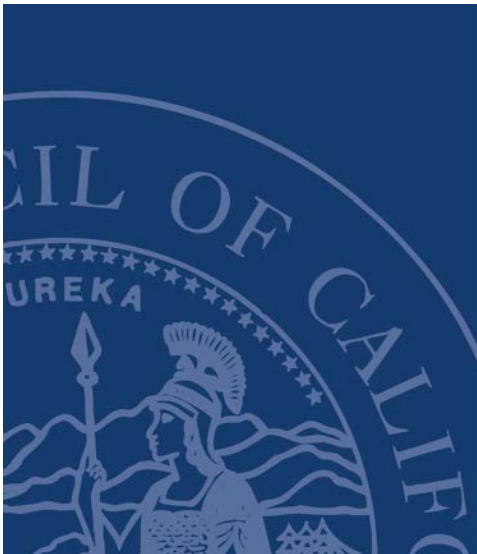
The attached report identifies and reports on existing measures adopted by the Judicial Council that respond to the reporting requirements.

Taking advantage of improvements in data quality, the report to the Legislature provides information on the following standards and measures of trial court operations:

- Caseload Clearance Rates
- Time to Disposition
- Stage of Case at Disposition
- Trials by Type of Proceeding
- Judicial Workload and Resources

The full report can be accessed at [www.courts.ca.gov/7466.htm](http://www.courts.ca.gov/7466.htm).

A printed copy of the report may be obtained by calling Ms. Leah Rose-Goodwin at 415-865-7708.



# Standards and Measures That Promote the Fair and Efficient Administration of Justice

REPORT TO THE LEGISLATURE UNDER  
GOVERNMENT CODE SECTION 77001.5

NOVEMBER 2017



JUDICIAL COUNCIL  
OF CALIFORNIA

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ADMINISTRATIVE DIVISION  
BUDGET SERVICES

**JUDICIAL COUNCIL OF CALIFORNIA**

**Hon. Tani G. Cantil-Sakauye**  
*Chief Justice of California and  
Chair of the Judicial Council*

**Martin Hoshino**  
*Administrative Director  
Judicial Council*

**Jody Patel**  
*Chief of Staff*

**ADMINISTRATIVE DIVISION**

**John Wordlaw**  
*Chief Administrative Officer*

**BUDGET SERVICES**

**Zlatko Theodorovic**  
*Director*

**Leah Rose-Goodwin**  
*Manager, Office of Court Research*

**Kristin Greenaway**  
*Supervising Research Analyst, Office of Court Research*

**Karen Viscia**  
*Senior Analyst, Office of Court Research  
Primary Author of Report*

## Introduction

Government Code Section 77001.5 requires the Judicial Council to adopt and annually report on “judicial administration standards and measures that promote the fair and efficient administration of justice, including, but not limited to, the following subjects:

- (1) Providing equal access to courts and respectful treatment for all court participants.
- (2) Case processing, including the efficient use of judicial resources.
- (3) General court administration.”

This annual report to the Legislature focuses the analysis on four key quantitative measures of trial court performance:

- Caseload clearance rates;
- Time to disposition;
- Stage of case at disposition; and
- Trials by type of proceeding.

In addition to these measures, this report also provides information on the availability of branch resources that contribute toward the fair and efficient administration of justice, including:

- Assessed need for new judgeships (Gov. Code, § 69614), and
- Status of the conversion of subordinate judicial officer positions to judgeships (Gov. Code, § 69615).<sup>1</sup>

Finally, this report provides a brief narrative describing work conducted since the last reporting period to improve the standards and measures of judicial administration.

## Quantitative Measures of Court Performance

The National Center for State Courts (NCSC) developed *CourTools* in an effort to provide trial courts with “a set of balanced and realistic performance measures that are practical to implement and use.”<sup>2</sup> *CourTools* draws on previous work conducted on trial court performance—primarily the Trial Court Performance Standards developed by the NCSC and published in 1997—but also on relevant measures from other successful public and private organizations. Courts in California use the *CalCourTools* program, which builds on the *CourTools* measures developed by the NCSC and endorsed by the Conference of Chief Justices and the Conference of State Court Administrators.

California courts are able to report on some, but not all of the *CourTools* performance measures. While previous years’ reports to the Legislature contained a description of all 10 *CourTools*

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<sup>1</sup> For more information on the rationale for selecting these quantitative measures and how they align with the legislative mandate contained in Government Code section 77001.5, see the 2012 report to the Legislature on judicial administration standards at [www.courts.ca.gov/documents/lr-Jud-Admin-Stand-and-measures-122712.pdf](http://www.courts.ca.gov/documents/lr-Jud-Admin-Stand-and-measures-122712.pdf).

<sup>2</sup> See “CourTools: Giving the Courts the Tools to Measure Success,” [www.courtools.org](http://www.courtools.org), National Center for State Courts (2005).

performance measures, including those for which complete data was unavailable, this year, data is shown on the two measures for which data in the California trial courts is available: clearance rates and time to disposition (see Table 1).

<b>NCSC's CourTools</b>	<b>Table 1: Status of <i>CourTools</i> Data in California Trial Courts</b>			
	<b>Availability</b>	<b>Scope</b>	<b>Data Quality</b>	<b>Location in This Report</b>
Clearance Rates	Monthly Reports	All courts	Good	Appendix B
Time to Disposition	Monthly Reports	Missing data from some courts on some case types	Fair	Appendix C

**Clearance Rates**

Clearance rate is a measure of the number of cases cleared (disposed of) as a percentage of the number of cases filed during a given time period. Since clearance rates provide only a snapshot at a point in time, they are an indirect measure of whether a court is disposing of cases in a timely fashion or whether a backlog of cases is growing. A court should aim to dispose of as many cases as were filed over a selected time period, thus maintaining a clearance rate of around 1.0, or 100 percent. Monitoring clearance rates by case type helps a court identify those areas needing the most attention.

**Time to Disposition**

Time to disposition is measured by counting the number of initial filings that reach disposition within established time frames. Trial court case disposition time goals serve as a starting point for monitoring court performance.

These measures of court operations were adopted by the Judicial Council as standard 2.2 of the Standards of Judicial Administration. This standard establishes caseload clearance in civil case processing as a judicial administration goal and sets time-to-disposition goals for six civil and criminal case types: felony, misdemeanor, unlimited civil, limited civil, small claims, and unlawful detainer (see Appendix A).

**Other Caseflow Management Data**

In addition to the *CourTools* data, additional information reported by the trial courts can also be used as diagnostic measures of a court’s calendar management practices. How cases move through and out of the system—in other words, the stage of cases at disposition—can be useful indicators of effective case-processing practices and court operational efficiency. Efficient and effective case management can improve not only the timeliness of case disposition but also the quality of justice in resolution of these cases.

**Stage of Case at Disposition**

The stage of a case and the manner in which it is disposed of (i.e., how and at what point in a case’s life cycle it is disposed of) can be a useful diagnostic measure of a court’s case management practices

and the timeliness and quality of case resolution.<sup>3</sup> It can also help courts assess the level of resources required to get cases to disposition.

### ***Trials by Type of Proceeding***

The number and type of trials is an important data element to break out separately from the data on the stage of case at disposition. Given the significance of trials on a court’s operations and resources, it is important to consider this measure in conjunction with other court performance data.

Table 2 below describes the quality of the data on these additional measures of court operations.

<b><i>Caseflow Management Data</i></b>	<b>Table 2: Status of Data in California Trial Courts</b>			
	<b>Availability</b>	<b>Scope</b>	<b>Data Quality</b>	<b>Location in This Report</b>
Stage of Case at Disposition	Monthly Reports	All courts	Good	Appendix D
Trials by Type of Proceeding	Monthly Reports	All courts	Good	Appendix E

## **Findings<sup>4</sup>**

### ***Caseload Clearance Rates***

- In fiscal year 2015–16, the most recent year for which data are available, clearance rates decreased compared to the prior year for most case types, with few exceptions (see Appendix B).
  - ***Civil.*** Civil unlimited clearance rates decreased overall (93 percent to 91 percent), with increases in only three case types: the motor vehicle unlimited clearance rate increased from 87 percent to 93 percent; “other” personal injury unlimited increased from 88 percent to 93 percent; and small claims appeals increased from 70 percent to 71 percent. The limited civil and small claims clearance rates both decreased, from 108 percent to 97 percent and from 105 percent to 95 percent, respectively.
  - ***Criminal.*** Criminal clearance rates for all case types decreased. The felony clearance rate decreased from 103 percent to 92 percent; traffic misdemeanors decreased from 84 percent to 79 percent; and traffic infractions from 95 percent to 92 percent.
  - ***Family and juvenile.*** Family and juvenile case clearance rates mostly decreased. The one exception was dependency subsequent filings, which remained at 27 percent. The rate for family law petitions decreased from 85 percent to 76 percent. The clearance rate for

<sup>3</sup> The stage of a case at disposition is not entirely under the control of the court. For example, if the district attorney and public defender are unable or unwilling to reach a mutually agreeable plea, or if parties do not settle civil cases, despite the courts’ best efforts, the stage and manner of disposition may be beyond the power of the court to affect substantially.

<sup>4</sup> All of the findings reported here refer to trial court data submitted through June 30, 2016. These data are reported in more detail in the *2017 Court Statistics Report* available at [www.courts.ca.gov/13421.htm](http://www.courts.ca.gov/13421.htm).

delinquency cases decreased from 94 percent to 86 percent; the dependency clearance rate decreased from 72 percent to 70 percent.

### ***Time to Disposition***

The Standards of Judicial Administration establish “time to disposition” goals for processing various case types (see Appendix A). These goals are intended to improve the administration of justice by encouraging prompt disposition of all matters coming before the courts.

- ***Civil.*** In 2015–16, the percentage of civil cases disposed of within the recommended time remained unchanged for civil unlimited, but decreased one percent for each time standard for limited civil cases. Both unlawful detainer and small claims cases also experienced increases (see Appendix C).
  - The goals for *civil unlimited cases* are 100 percent of cases disposed of within 24 months, 85 percent of cases disposed of within 18 months, and 75 percent of cases disposed of within 12 months. In 2015–16, the percentage of civil unlimited cases disposed of within 24 months remained at 83 percent; the percentage of cases disposed of within 18 months remained at 76 percent; and the percentage of cases disposed of within 12 months remained at 64 percent.
  - The goals for *limited civil cases* are 100 percent of cases disposed of within 24 months, 98 percent of cases disposed of within 18 months, and 90 percent of cases disposed of within 12 months. In 2015–16, the time to disposition for limited civil cases decreased 1 percent for each time standard. The percentage of limited civil cases disposed of within 24 months decreased by one percentage point to 93 percent; the percentage of cases disposed of within 18 months declined by two percentage points to 90 percent; and the percentage of cases disposed of within 12 months declined by three percentage points to 82 percent.
  - The goals for *unlawful detainer cases* are 100 percent of cases to be disposed of within 45 days after filing and 90 percent of cases to be disposed of within 30 days after filing. In 2015–16, the percentage of cases disposed of within 45 days increased by three percentage points to 73 percent; the percentage of cases disposed of within 30 days increased by four percentage points to 55 percent.
  - The goals for *small claims cases* are 90 percent of cases disposed of within 75 days of filing and 100 percent of cases disposed of within 95 days of filing.<sup>5</sup> In 2015–16, the percentage of cases disposed of within 70 days increased by one percentage point to 59 percent; the percentage of cases disposed of in less than 90 days likewise increased by one percentage point to 72 percent.
- ***Criminal.*** In 2015–2016, the percentage of criminal cases disposed of within the recommended time standards declined or remained constant (see Appendix C).
  - The goals for *felony cases* are the following: All cases (except for capital cases) are disposed of within 12 months (from the defendant’s first arraignment). Regarding cases resulting in bindover or certified pleas, 90 percent are to be disposed of within 30 days, 98 percent are to

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<sup>5</sup> There is a discrepancy between the small claims goals listed in the Standards of Judicial Administration—which ask for the percentage of cases disposed of within 75 and 95 days of filing—and the small claims goals as reported in the 2017 Court Statistics Report—which report the percentage of cases disposed of within 70 and 90 days of filing.

be disposed of within 45 days, and 100 percent are to be disposed of within 90 days. In 2015–16, the percentage of felonies disposed of in less than 12 months decreased from 88 percent to 85 percent. The percentage of felony cases resulting in bindovers or certified pleas disposed of within 30 days declined two percentage points to 43 percent; the percentage of such cases disposed of within 45 days declined one percentage point to 54 percent; and the percentage of cases disposed of within 90 days remained at 71 percent of cases.

- The goals for *misdemeanors* are: 90 percent of cases disposed of within 30 days, 98 percent of cases disposed of within 90 days, and 100 percent of cases disposed of within 120 days. In 2015–16, the percentage of cases disposed of within 30 days decreased by four percentage points to 57 percent, the percentage of cases disposed of at the 90-day mark declined three percentage points to 74 percent, and the percentage of cases disposed of in less than 120 days declined three percentage points to 80 percent.
- ***Family and juvenile.*** Time standards for family law cases are set forth in rule 5.83 of the California Rules of Court, and time standards for juvenile dependency cases can be found in rule 5.505. However, at this time, courts are not able to consistently and accurately report on these measures. Future reports will include this data as collection using these measures improves.

#### ***Stage of Case at Disposition (See Appendix D)***

- ***Civil***
  - 80 percent of civil unlimited cases are disposed of before trial.
  - Of the remaining unlimited civil cases disposed of by a trial, the vast majority—88 percent—are bench trials. Only 3 percent of unlimited civil trials are jury trials. The remaining dispositions of unlimited civil cases are small claims appeals.
  - In limited civil cases, only 8 percent of filings are disposed of by trial and 99 percent of those are bench trials.
  - In small claims, the majority (58 percent) of dispositions are after trial.
- ***Criminal***
  - Nearly all felony cases (97 percent) are disposed of before trial.
  - Of the felonies disposed of after trial, 94 percent are jury trials.
  - In felonies disposed of before trial, 65 percent result in felony convictions. In felonies disposed of after jury trial, 77 percent result in a felony conviction.
  - The vast majority of nontraffic misdemeanors (99 percent) and traffic misdemeanors (98 percent) are disposed of before trial.
  - Of the misdemeanors disposed of after trial, 35 percent of nontraffic cases and 68 percent of traffic cases are disposed of by bench trial, with the remainder disposed of by jury trial.

#### ***Trials by Type of Proceeding (See Appendix E)***

- ***Jury trials.*** The total number of jury trials in 2015–16 decreased 2 percent from 9,452 to 9,279 in 2014–15. The number of felony jury trials increased by 1 percent to 4,822 trials. The number



of probate and mental health trials decreased from 45 to 27. During the same period, there were 3,056 misdemeanor jury trials, a 5 percent increase from the year prior. The number of personal injury civil unlimited jury trials decreased 4 percent to 682 trials; other civil unlimited jury trials decreased 11 percent to 460 trials; and civil limited jury trials decreased 53 percent to 232 trials.

- **Court trials.** The total number of court trials decreased by 11 percent to 427,276 trials across all case types. A total of 317 felony court trials were reported in 2015–16, an increase of 13 percent. The number of court misdemeanor and infractions trials decreased by 12 percent to 335,984 trials. The number of personal injury/property damage civil unlimited trials decreased by 25 percent to 571. Other civil unlimited court trials decreased by 5 percent to 32,339. Civil limited decreased 20 percent to 25,233 court trials. Probate and mental health trials increased in 2015–16 by 6 percent to 32,832 court trials.

### **Judicial Workload and Resources**

- The actual need for new judgeships is calculated by adding the judicial need among only the courts that have fewer judgeships than their workload demands. Based on the 2016 Judicial Needs Assessment, 31 courts need new judgeships, for a total need of 188.5 FTE judicial officers (see Appendix F).<sup>6</sup>
- Although the conversion of subordinate judicial officers (SJOs) does not provide much-needed *new* resources to the courts, it does provide the courts with greater flexibility in the assignment of judicial officers. Moreover, it begins to restore the proper balance between judges and SJOs in the court, enabling constitutionally empowered judges who are held accountable by standing for election before their communities to hear cases that are appropriate to their rank.
- In 2015–16 a total of 11 conversions of SJO positions to judgeships were completed; 6 additional conversions were completed in 2016–17 (see Appendix G).
- A total of 134 SJO positions have been converted to judgeships since 2007–08 (see Appendix G).

### **Workload Models Update**

Weighted caseload has been the national standard for evaluating the workload of judges and court staff for almost two decades.<sup>7</sup> The number and types of cases that come before the court—the court’s caseload—is the starting point for any evaluation of workload. However, without using weighted case data, it is impossible to make meaningful calculations about the differences in the amount of work required. For example, while a felony and infraction case each represent one filing for the court, they have very different impacts on the court’s workload. Weighted caseload is therefore required to

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<sup>6</sup> It should be noted that the figures in this report may not accurately represent the current degree of judicial need. Because the caseweights used in the current iteration of the judicial needs assessment are based on data collected in 2010, they may not reflect new judicial workload resulting from legislative and other policy changes that have occurred since then. On the other hand, judicial workload in other areas not affected by such law and policy changes may have declined since 2010. An update to the judicial workload study, intended to capture the impact of these changes, is planned for 2017 and updated caseweights will be used in the 2018 version of this report.

<sup>7</sup> See Victor E. Flango, *Assessing the Need for Judges and Court Support Staff* (National Center for State Courts, 1996).

account for the types of cases coming before the court and to translate that information into effective and usable workload data.

The Judicial Council has approved workload models that utilize weighted caseload to assess where new judgeships and additional nonjudicial resources are most urgently needed and will have the biggest impact. The relative weight applied to different types of cases, however, requires periodic review due to changes in the law, rules of court, technology, and practice, which all affect the average amount of time required for case processing. Periodic review and, where necessary, revision of caseweights, ensures that the allocation formulas reported to the Legislature and the Governor accurately reflect the current amount of time required to resolve cases.

The Judicial Council's Workload Assessment Advisory Committee has recommended that the judicial and staff workload models be updated every five years to ensure that the models used to measure workload and to allocate resources are using the most up-to-date information possible. The staff workload model was updated and new weights were finalized in 2017. The update of the judicial workload model will follow.

In addition to updates to these two models, the Judicial Council also recently adopted a recommendation to refresh the model that is used to allocate SJO conversions.<sup>8</sup> Under Government Code Section 69615, a total of 162 SJO positions were identified as being in need of conversion in order to ensure that there were sufficient judicial officers of each type. The positions were identified on the basis of a 2007 workload analysis, using caseweights from the 2001 Judicial Officer Study and filings data from 2002–03 through 2004–05. Since filings and the underlying weights used to measure workload have changed since that initial analysis was completed in 2007, the update to that analysis with more current workload data ensures that the remaining conversions be allocated in the most effective manner.

## **Conclusion**

This report has summarized *quantitative* measures of trial court performance and provides information on updates to the Resource Assessment Study model. Future reports will continue to provide updated and comparative information on these measures to permit an analysis of the courts' ability to provide fair and efficient administration of justice.

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<sup>8</sup> Judicial Council of Cal., Internal Com. Rep., *Subordinate Judicial Officers: Update of Conversions Using More Current Workload Data* (Aug. 11, 2015), [www.courts.ca.gov/documents/jc-20150821-itemL.pdf](http://www.courts.ca.gov/documents/jc-20150821-itemL.pdf).

## **Appendix A: Standards of Judicial Administration, Standard 2.2**

### **Trial Court Case Disposition Time Goals**

#### **(a) Trial Court Delay Reduction Act**

The recommended goals for case disposition time in the trial courts in this standard are adopted under Government Code Sections 68603 and 68620.

*(Subd (a) amended effective January 1, 2007; adopted effective July 1, 1987; relettered effective January 1, 1989; previously amended effective January 1, 2004.)*

#### **(b) Statement of purpose**

The recommended time goals are intended to guide the trial courts in applying the policies and principles of standard 2.1. They are administrative, justice-oriented guidelines to be used in the management of the courts. They are intended to improve the administration of justice by encouraging prompt disposition of all matters coming before the courts. The goals apply to all cases filed and are not meant to create deadlines for individual cases. Through its case management practices, a court may achieve or exceed the goals stated in this standard for the overall disposition of cases. The goals should be applied in a fair, practical, and flexible manner. They are not to be used as the basis for sanctions against any court or judge.

*(Subd (b) amended effective January 1, 2007; adopted effective July 1, 1987, as (1); relettered effective January 1, 1989; previously amended effective January 1, 2004.)*

#### **(c) Definition**

The definition of “general civil case” in rule 1.6 applies to this section. It includes both unlimited and limited civil cases.

*(Subd (c) amended effective January 1, 2007; adopted effective January 1, 2004.)*

#### **(d) Civil cases—processing time goals**

The goal of each trial court should be to process general civil cases so that all cases are disposed of within two years of filing.

*(Subd (d) amended and relettered effective January 1, 2004; adopted effective July 1, 1987, as (2); previously amended effective July 1, 1988; amended and relettered as subd (c) effective January 1, 1989.)*

#### **(e) Civil cases—rate of disposition**

Each trial court should dispose of at least as many civil cases as are filed each year and, if necessary to meet the case-processing goal in (d), dispose of more cases than are filed. As the court disposes of inactive cases, it should identify active cases that may require judicial attention.

*(Subd (e) amended effective January 1, 2007; adopted effective July 1, 1987, as (3); previously amended effective July 1, 1988; previously amended and relettered as subd (d) effective January 1, 1989, and as subd (e) effective January 1, 2004.)*

**(f) General civil cases—case disposition time goals**

The goal of each trial court should be to manage general civil cases, except those exempt under (g), so that they meet the following case disposition time goals:

(1) *Unlimited civil cases:*

The goal of each trial court should be to manage unlimited civil cases from filing so that:

- (A) 75 percent are disposed of within 12 months;
- (B) 85 percent are disposed of within 18 months; and
- (C) 100 percent are disposed of within 24 months.

(2) *Limited civil cases:*

The goal of each trial court should be to manage limited civil cases from filing so that:

- (A) 90 percent are disposed of within 12 months;
- (B) 98 percent are disposed of within 18 months; and
- (C) 100 percent are disposed of within 24 months.

(3) *Individualized case management*

The goals in (1) and (2) are guidelines for the court's disposition of all unlimited and limited civil cases filed in that court. In managing individual civil cases, the court must consider each case on its merits. To enable the fair and efficient resolution of civil cases, each case should be set for trial as soon as appropriate for that individual case consistent with rule 3.729.

*(Subd (f) amended effective January 1, 2007; adopted as subd (g) effective July 1, 1987; relettered as subd (h) effective January 1, 1989; amended effective July 1, 1991; previously amended and relettered as subd (f) effective January 1, 2004.)*

**(g) Exceptional civil cases**

A general civil case that meets the criteria in rules 3.715 and 3.400 and that involves exceptional circumstances or will require continuing review is exempt from the time goals in (d) and (f). Every exceptional case should be monitored to ensure its timely disposition consistent with the exceptional circumstances, with the goal of disposing of the case within three years.

*(Subd (g) amended effective January 1, 2007; adopted effective January 1, 2004.)*

**(h) Small claims cases**

The goals for small claims cases are:

- (1) 90 percent disposed of within 75 days after filing; and
- (2) 100 percent disposed of within 95 days after filing.

*(Subd (h) adopted effective January 1, 2004.)*

**(i) Unlawful detainer cases**

The goals for unlawful detainer cases are:

- (1) 90 percent disposed of within 30 days after filing; and
- (2) 100 percent disposed of within 45 days after filing.

*(Subd (i) adopted effective January 1, 2004.)*

**(j) Felony cases—processing time goals**

Except for capital cases, all felony cases disposed of should have a total elapsed processing time of no more than one year from the defendant's first arraignment to disposition.

*(Subd (j) amended effective January 1, 2007; adopted effective January 1, 2004.)*

**(k) Misdemeanor cases**

The goals for misdemeanor cases are:

- (1) 90 percent disposed of within 30 days after the defendant's first arraignment on the complaint;
- (2) 98 percent disposed of within 90 days after the defendant's first arraignment on the complaint; and
- (3) 100 percent disposed of within 120 days after the defendant's first arraignment on the complaint.

*(Subd (k) adopted effective January 1, 2004.)*

**(l) Felony preliminary examinations**

The goal for felony cases at the time of the preliminary examination (excluding murder cases in which the prosecution seeks the death penalty) should be disposition by dismissal, by interim disposition by certified plea of guilty, or by finding of probable cause, so that:

- (1) 90 percent of cases are disposed of within 30 days after the defendant's first arraignment on the complaint;
- (2) 98 percent of cases are disposed of within 45 days after the defendant's first arraignment on the complaint; and
- (3) 100 percent of cases are disposed of within 90 days after the defendant's first arraignment on the complaint.

*(Subd (l) adopted effective January 1, 2004.)*

**(m) Exceptional criminal cases**

An exceptional criminal case is not exempt from the time goal in (j), but case progress should be separately reported under the Judicial Branch Statistical Information System (JBSIS) regulations.

*(Subd (m) amended effective January 1, 2007; adopted effective January 1, 2004.)*

**(n) Cases removed from court's control excluded from computation of time**

If a case is removed from the court's control, the period of time until the case is restored to court control should be excluded from the case disposition time goals. The matters that remove a case from the court's control for the purposes of this section include:

(1) Civil cases:

- (A) The filing of a notice of conditional settlement under rule 3.1385;
- (B) An automatic stay resulting from the filing of an action in a federal bankruptcy court;
- (C) The removal of the case to federal court;
- (D) An order of a federal court or higher state court staying the case;
- (E) An order staying the case based on proceedings in a court of equal standing in another jurisdiction;
- (F) The pendency of contractual arbitration under Code of Civil Procedure Section 1281.4;
- (G) The pendency of attorney fee arbitration under Business and Professions Code Section 6201;
- (H) A stay by the reporting court for active military duty or incarceration; and
- (I) For 180 days, the exemption for uninsured motorist cases under rule 3.712(b).

(2) Felony or misdemeanor cases:

- (A) Issuance of warrant;
- (B) Imposition of a civil assessment under Penal Code Section 1214.1;
- (C) Pendency of completion of diversion under Penal Code Section 1000 et seq.;
- (D) Evaluation of mental competence under Penal Code Section 1368;
- (E) Evaluation as a narcotics addict under Welfare and Institutions Code Sections 3050 and 3051;
- (F) 90-day diagnostic and treatment program under Penal Code Section 1203.3;
- (G) 90-day evaluation period for a juvenile under Welfare and Institutions Code Section 707.2;
- (H) Stay by a higher court or by a federal court for proceedings in another jurisdiction;
- (I) Stay by the reporting court for active military duty or incarceration; and
- (J) Time granted by the court to secure counsel if the defendant is not represented at the first appearance.

*(Subd (n) amended effective January 1, 2007; adopted effective January 1, 2004.)*

**(o) Problems**

A court that finds its ability to comply with these goals impeded by a rule of court or statute should notify the Judicial Council.

*(Subd (o) amended effective January 1, 2007; adopted effective January 1, 2004.)*

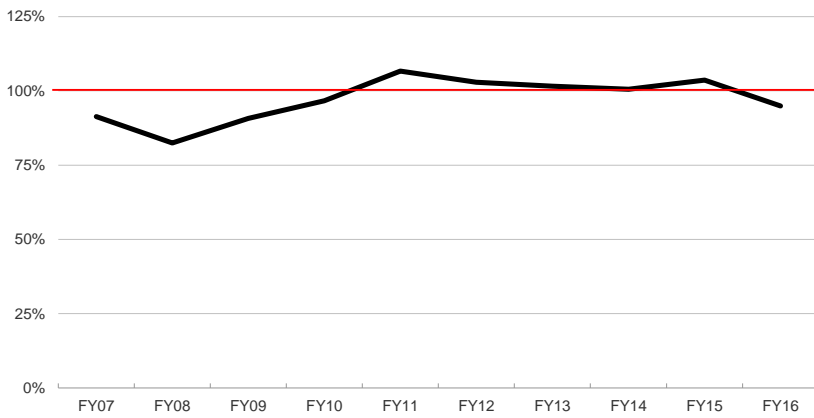
*Standard 2.2 amended and renumbered effective January 1, 2007; adopted as sec. 2.1 effective July 1, 1987; previously amended effective January 1, 1988, July 1, 1988, January 1, 1989, January 1, 1990, July 1, 1991, and January 1, 2004.*

**Appendix B: CalCourTools: Caseload Clearance Rates  
Civil Unlimited, Civil Limited, Small Claims**

**Superior Courts  
Figures 1–7**

Fiscal Years 2007–08 through 2015–16

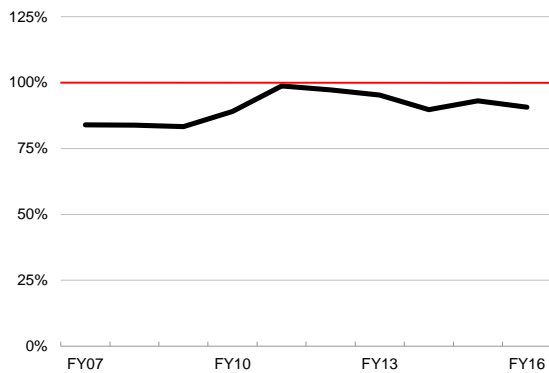
**Figure 1: Total Civil**



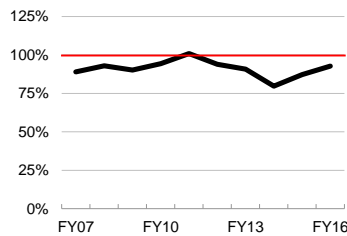
Clearance Rate equals the number of outgoing cases as a percentage of the number of incoming cases. A clearance rate of 100% indicates that the number of cases disposed of in any given year equals the number of cases filed.

$$\text{Clearance Rate} = \frac{\text{Dispositions}}{\text{Filings}}$$

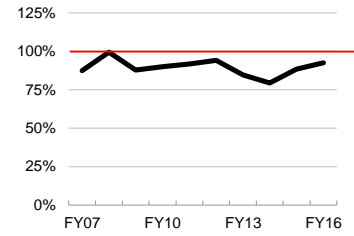
**Figure 2: Civil Unlimited**



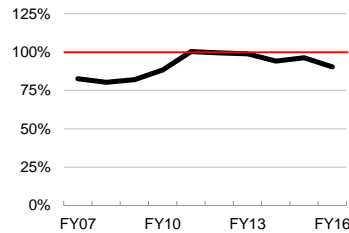
**Figure 3: Motor Vehicle PI/PD/WD**



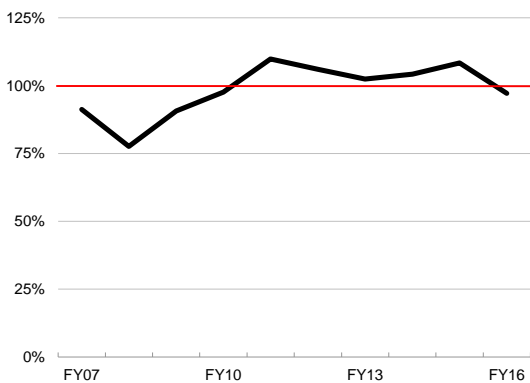
**Figure 4: Other PI/PD/WD**



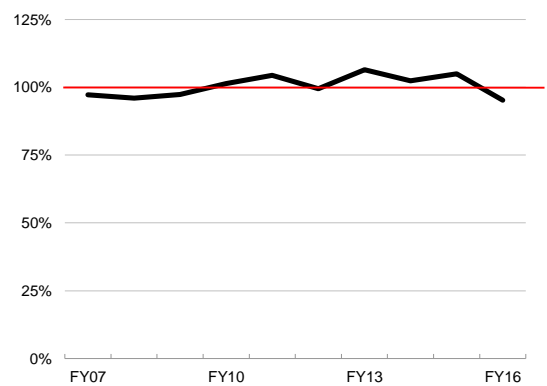
**Figure 5: Civil Complaints**



**Figure 6: Civil Limited**



**Figure 7: Small Claims**

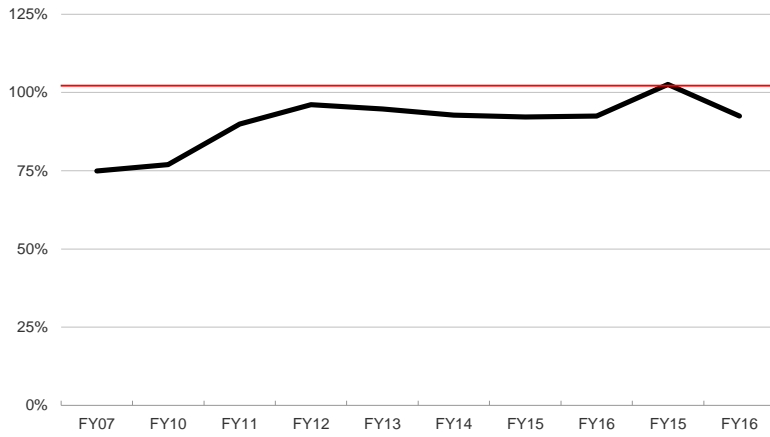




**Appendix B (continued): CalCourTools: Caseload Clearance Rates**  
**Criminal Felonies, Misdemeanors, Infractions**  
 Fiscal Years 2007–08 through 2015–16

**Superior Courts**  
**Figures 8–12**

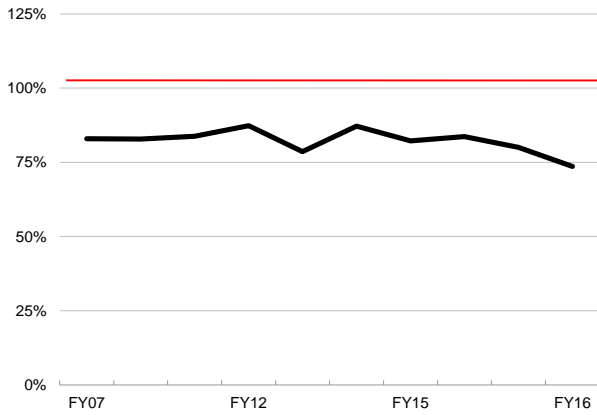
**Figure 8: Felony**



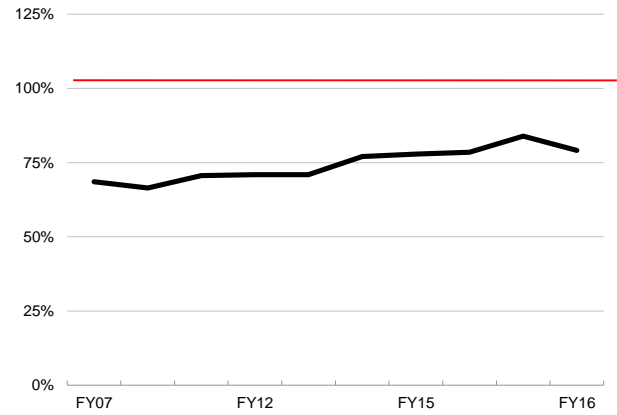
Clearance Rate equals the number of outgoing cases as a percentage of the number of incoming cases. A clearance rate of 100% indicates that the number of cases disposed of in any given year equals the number of cases filed.

$$\text{Clearance Rate} = \frac{\text{Dispositions}}{\text{Filings}}$$

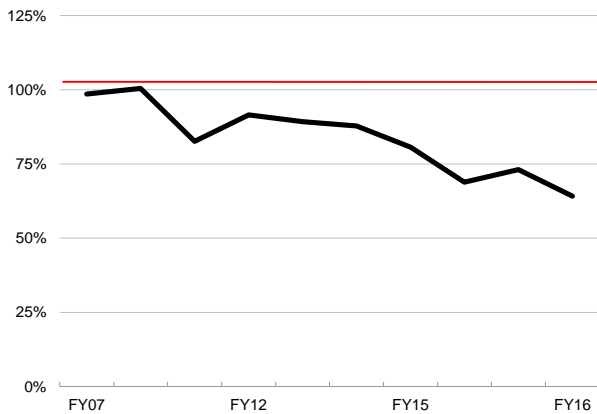
**Figure 9: Nontraffic Misdemeanor**



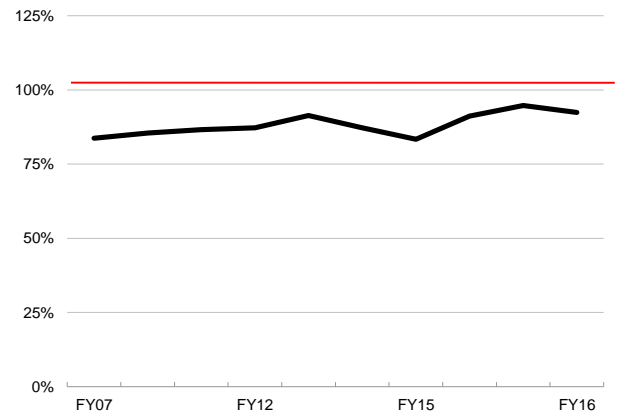
**Figure 10: Traffic Misdemeanor**



**Figure 11: Nontraffic Infraction**



**Figure 12: Traffic Infraction**



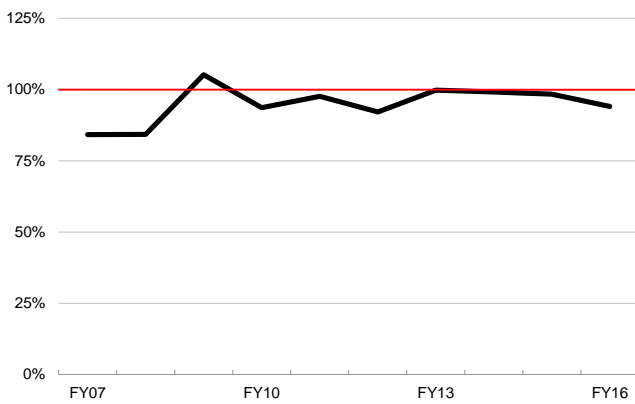
**Appendix B (continued): CalCourTools: Caseload Clearance Rates**  
**Family Law, Juvenile Delinquency, Juvenile Dependency**  
**Fiscal Years 2007–08 through 2015–16**

**Superior Courts**  
**Figures 13–16**

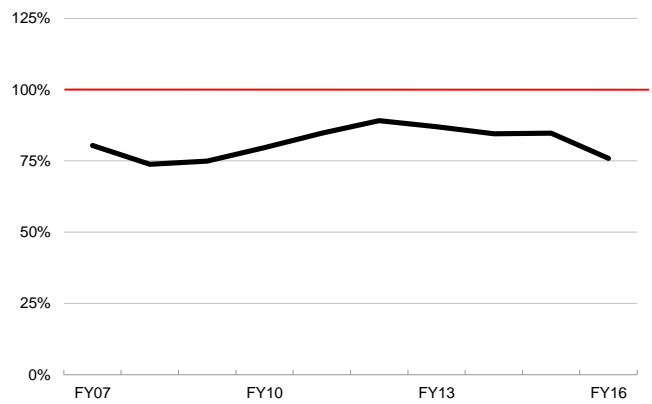
Clearance Rate equals the number of outgoing cases as a percentage of the number of incoming cases. A clearance rate of 100% indicates that the number of cases disposed of in any given year equals the number of cases filed.

$$\text{Clearance Rate} = \frac{\text{Dispositions}}{\text{Filings}}$$

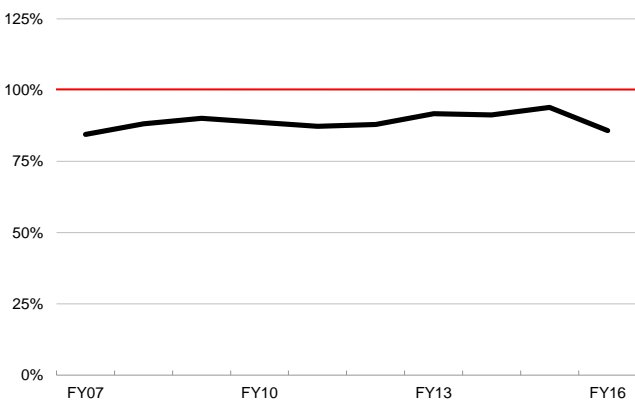
**Figure 13: Family Law — Marital**



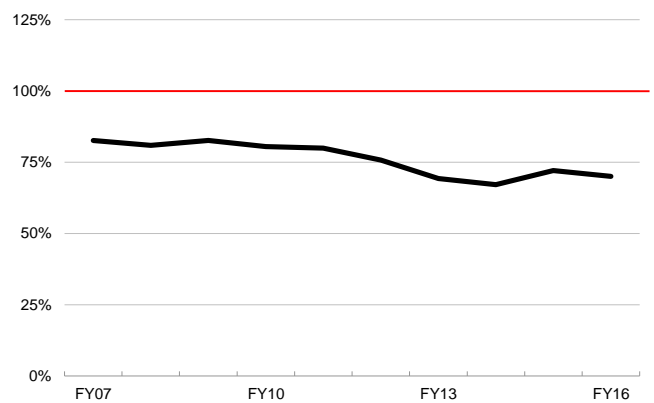
**Figure 14: Family Law Petitions**



**Figure 15: Juvenile Delinquency**



**Figure 16: Juvenile Dependency**



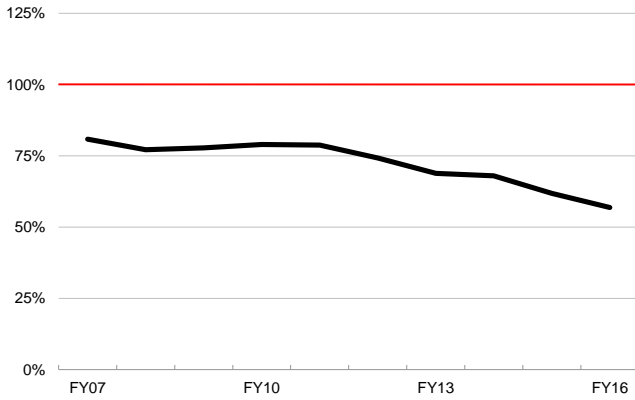
**Appendix B (continued): CalCourTools: Caseload Clearance Rates**  
**Probate, Mental Health, Appeals, Habeas Corpus**  
**Fiscal Years 2007–08 through 2015–16**

**Superior Courts**  
**Figures 17–20**

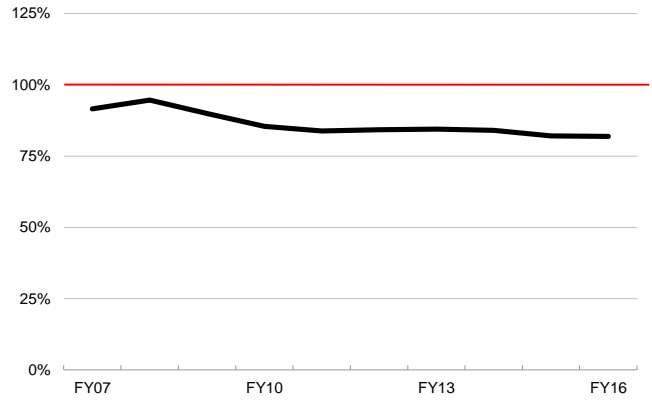
Clearance Rate equals the number of outgoing cases as a percentage of the number of incoming cases. A clearance rate of 100% indicates that the number of cases disposed of in any given year equals the number of cases filed.

$$\text{Clearance Rate} = \frac{\text{Dispositions}}{\text{Filings}}$$

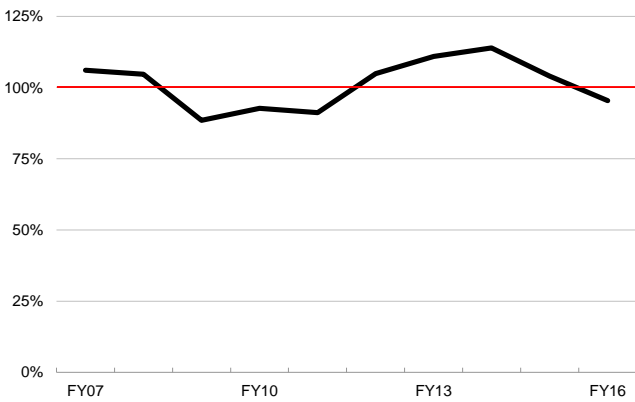
**Figure 17: Probate**



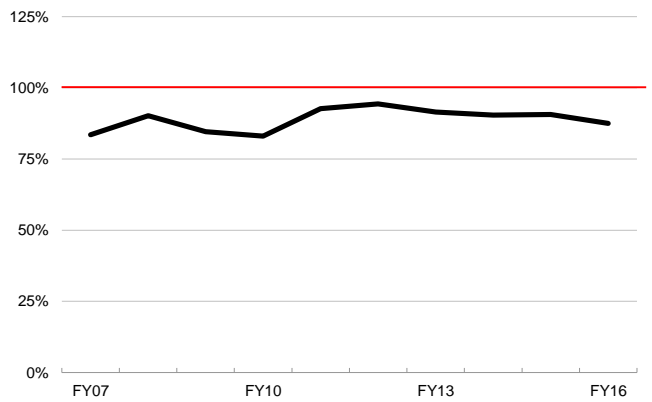
**Figure 18: Mental Health**



**Figure 19: Appeals**



**Figure 20: Criminal Habeas Corpus**



**Appendix C: CalCourTools: Time to Disposition  
Civil Unlimited, Civil Limited, Small Claims**

**Superior Courts  
Figures 21–24**

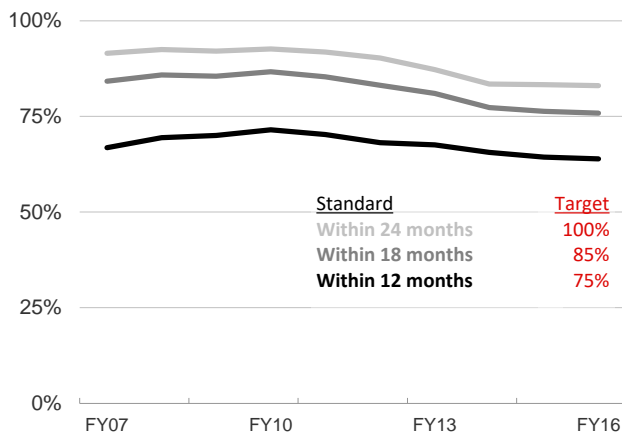
Fiscal Years 2007–08 through 2015–16

**Civil Case Processing Time** (percent of cases disposed within specified periods)

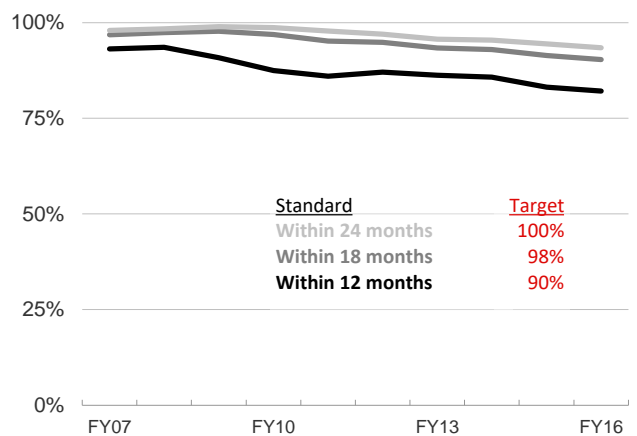
The Standards of Judicial Administration establishes case processing time to disposition goals for different types of civil cases, which are presented below with the specific time standards and target performance level.

Standard                      Target  
Time standard                      Goal

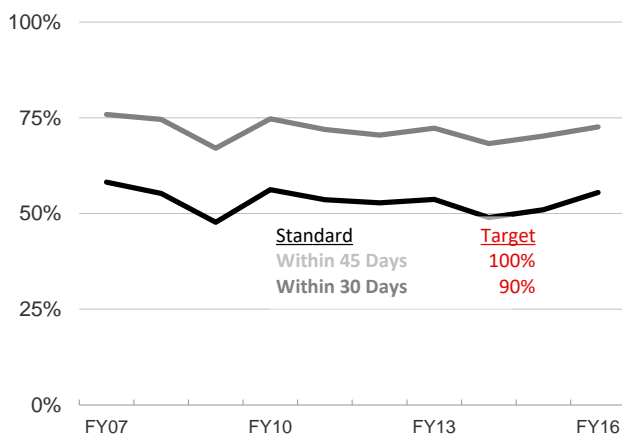
**Figure 21: Civil Unlimited**



**Figure 22: Limited Civil**



**Figure 23: Unlawful Detainer**



**Figure 24: Small Claims**

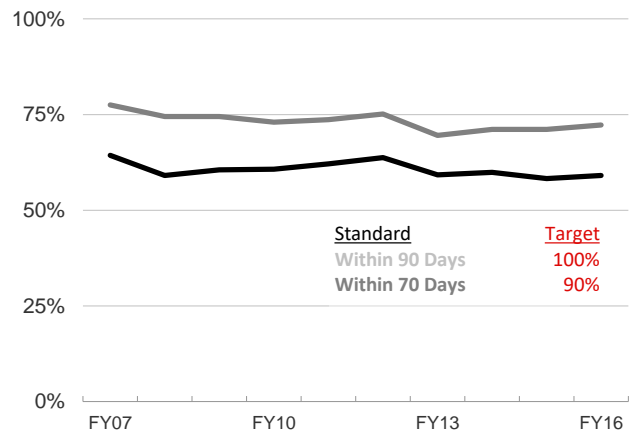
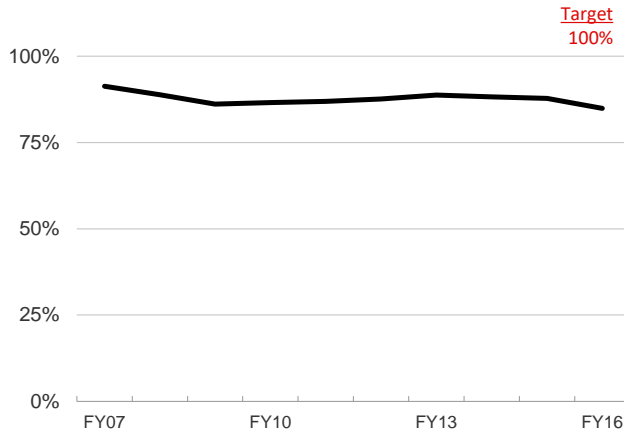


Figure 25: Felonies disposed within 12 months



**Criminal Case Processing Time**

(percent of cases disposed within specified periods)

The Standards of Judicial Administration establishes case processing time to disposition goals for different types of criminal cases, which are presented below with the specific time standards and target performance level.

Figure 26: Felonies resulting in bindover or certified pleas

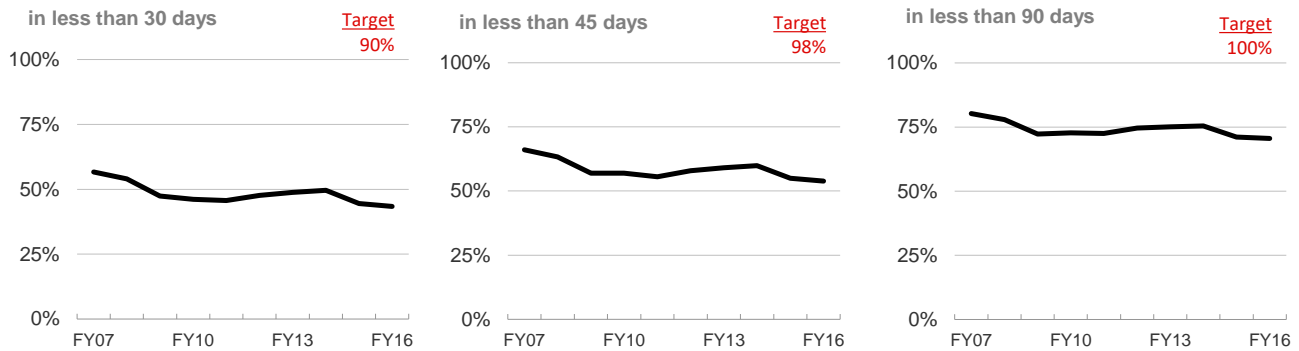
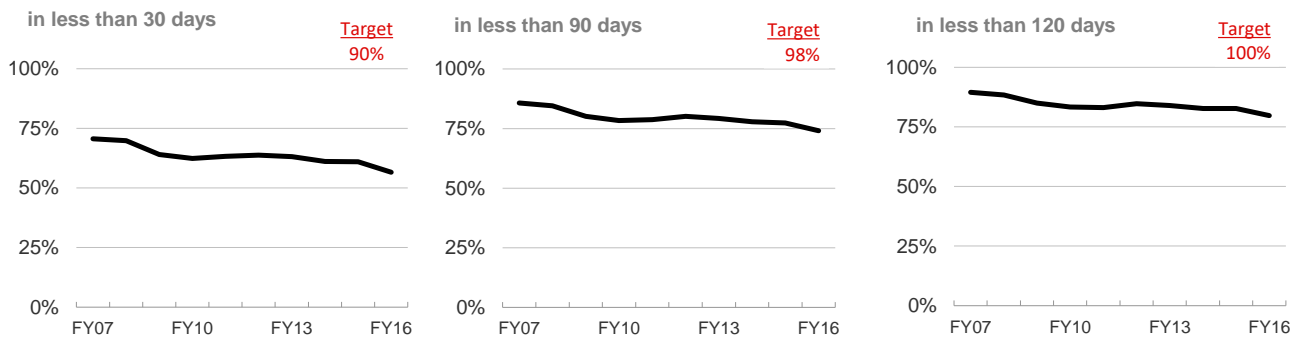


Figure 27: Misdemeanors disposed



**Appendix D: Caseflow Management Data**  
**Stage of Case at Disposition — Civil**

Fiscal Year 2015–16

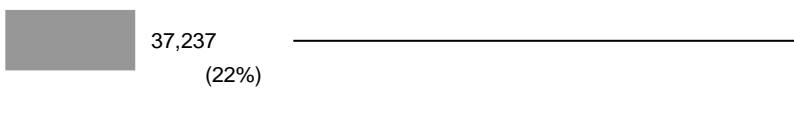
**Figure 28: How and at what stage are civil cases resolved?**

**Unlimited Civil**

Number disposed before trial



Number disposed after trial

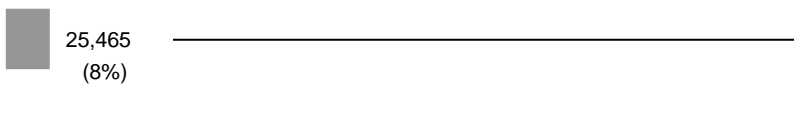


**Limited Civil**

Number disposed before trial



Number disposed after trial



**Small Claims**

Number disposed before trial



Number disposed after trial



**Appendix D (continued): Caseflow Management Data  
Stage of Case at Disposition — Felony**

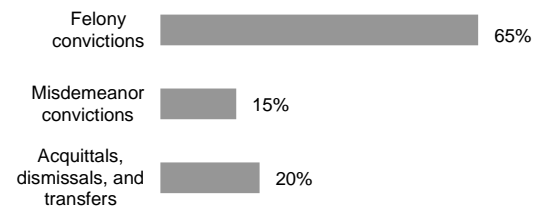
Fiscal Year 2015–16

**Figure 29: How and at what stage are felony cases resolved?**

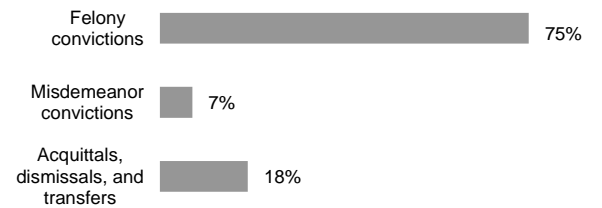
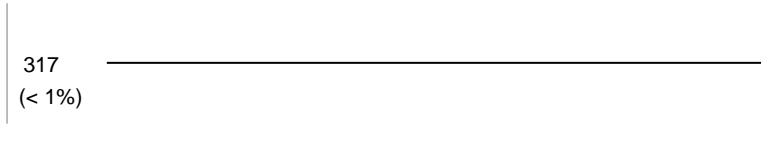
**Total felony dispositions (not including felony petitions)**



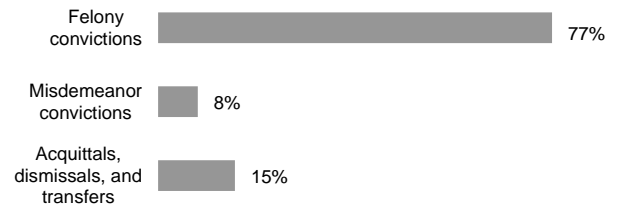
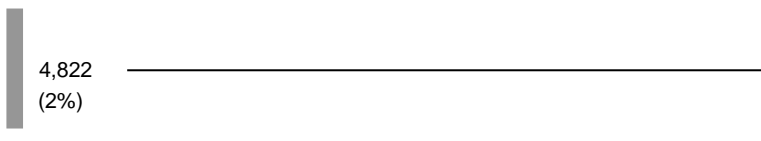
**Number disposed before trial**



**Court trials**

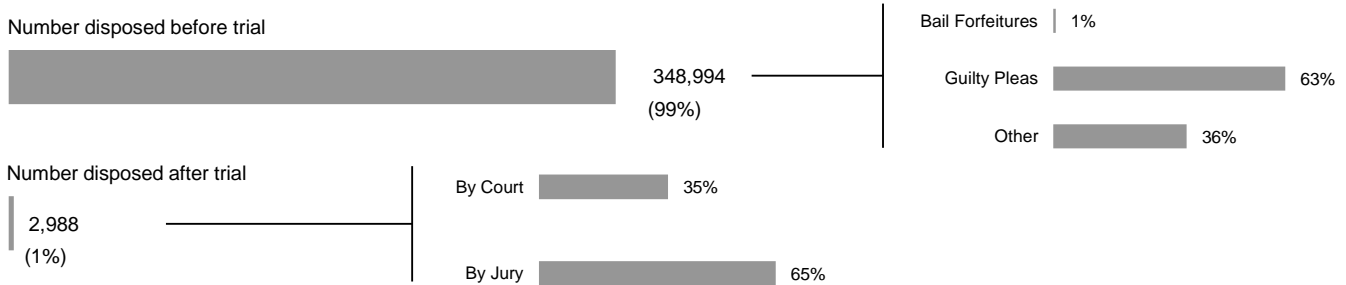


**Jury trials**

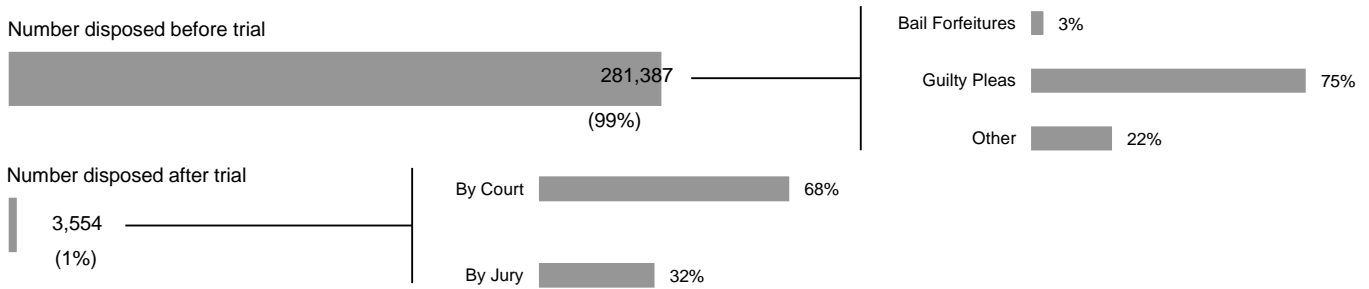


**Figure 30: How and at what stage are misdemeanor and infraction cases resolved?**

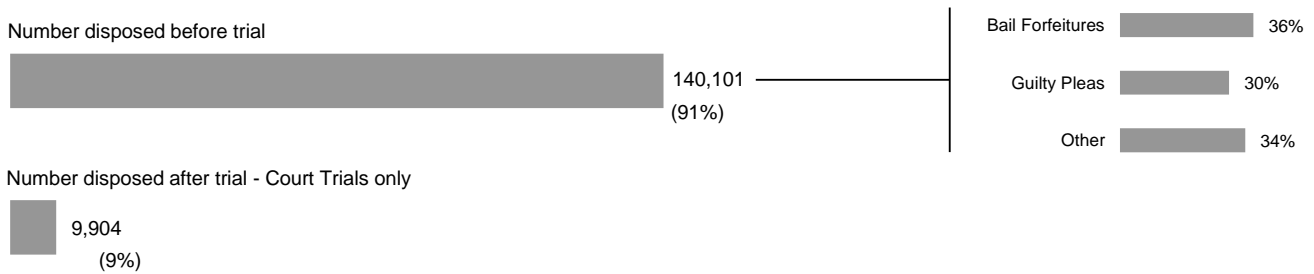
**Nontraffic Misdemeanors**



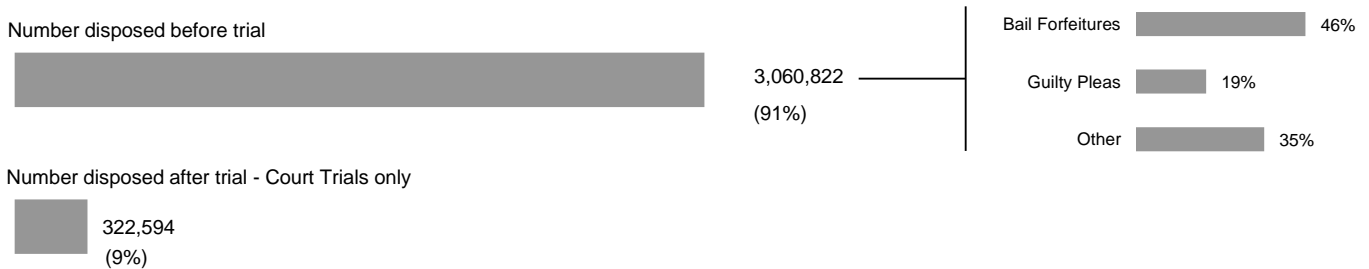
**Traffic Misdemeanors**



**Nontraffic Infractions**



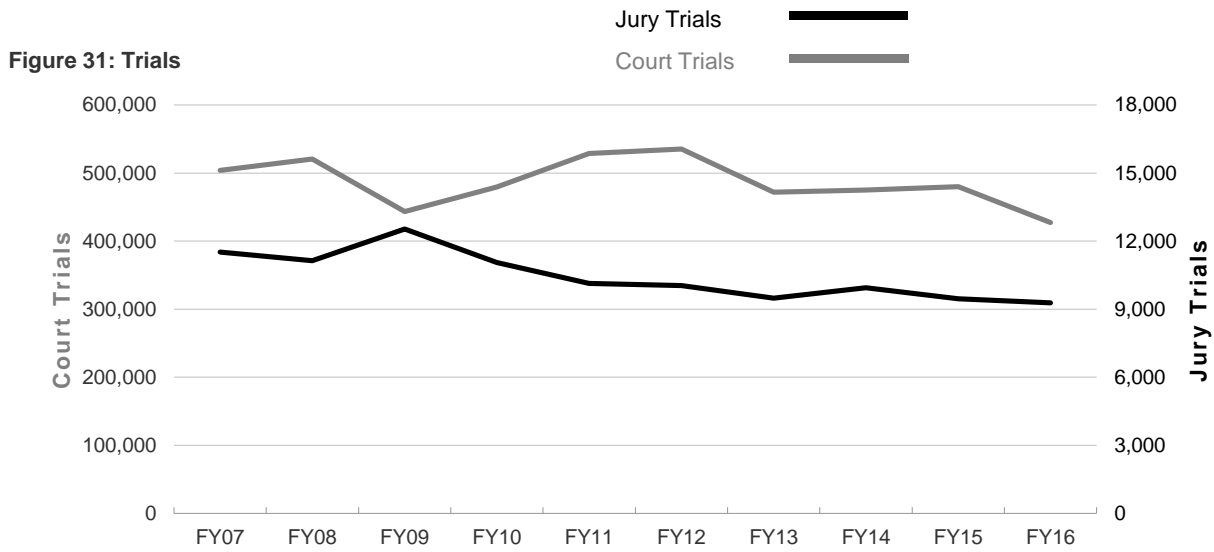
**Traffic Infractions**





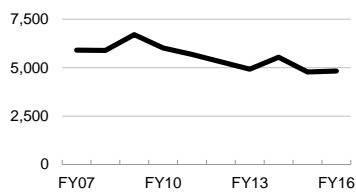
**Appendix E: Caseflow Management Data**  
**Trials By Type of Proceeding**  
 Fiscal Years 2007–08 through 2015–16

**Superior Courts**  
 Figures 31–43

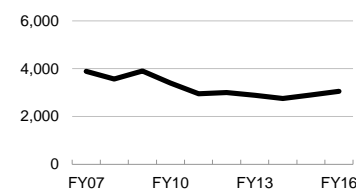


**Jury Trials**

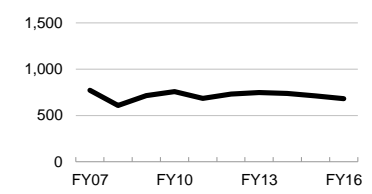
**Figure 32: Felony**



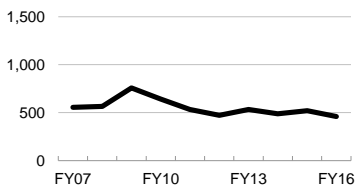
**Figure 33: Misdemeanor**



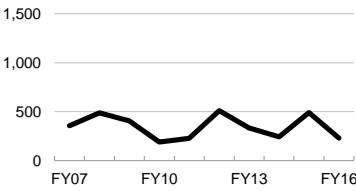
**Figure 34: PI/PD/WD Civil Unlimited**



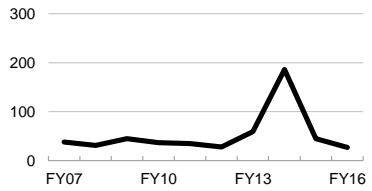
**Figure 35: Other Civil Unlimited**



**Figure 36: Civil Limited**

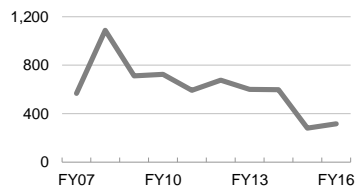


**Figure 37: Probate and Mental Health**

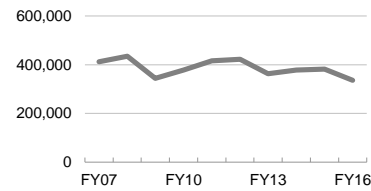


**Court Trials**

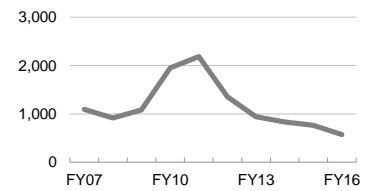
**Figure 38: Felony**



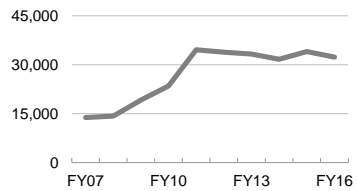
**Figure 39: Misdemeanor and Infractions**



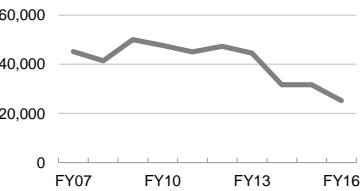
**Figure 40: PI/PD/WD Civil Unlimited**



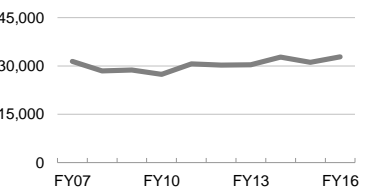
**Figure 41: Other Civil Unlimited**



**Figure 42: Civil Limited**



**Figure 43: Probate and Mental Health**



Appendix F: Assessed Judicial Need, 2016 Update

	<b>A</b>	<b>B</b>	<b>C</b>
<b>County</b>	<b>Authorized and funded Judicial Positions<sup>1</sup></b>	<b>2016 Assessed Judicial Need</b>	<b>Funded AJN-AJP (B-A)</b>
Amador	2.3	2.8	0.5
Butte	13.0	14.6	1.6
Calaveras	2.3	2.7	0.4
Del Norte	2.8	3.0	0.2
El Dorado	9.0	9.1	0.1
Fresno	49.0	61.8	12.8
Humboldt	8.0	10.4	2.4
Imperial	11.3	12.9	1.6
Kern	43.0	56.8	13.8
Kings	8.6	11.7	3.1
Lake	4.7	5.5	0.8
Lassen	2.3	2.6	0.3
Madera	9.3	10.3	1.0
Merced	12.0	15.0	3.0
Napa	8.0	8.0	0.0
Placer	14.5	19.2	4.7
Riverside	76.0	122.8	46.8
Sacramento	72.5	82.9	10.4
San Benito	2.3	2.6	0.3
San Bernardino	86.0	134.1	48.1
San Joaquin	33.5	42.2	8.7
San Luis Obispo	15.0	16.9	1.9
Santa Cruz	13.5	13.6	0.1
Shasta	12.0	16.7	4.7
Sonoma	23.0	23.8	0.8
Stanislaus	24.0	31.5	7.5
Sutter	5.3	6.8	1.5
Tehama	4.3	5.8	1.5
Tulare	23.0	27.5	4.5
Ventura	33.0	38.0	5.0
Yuba	5.3	5.9	0.5
<b>Total need:</b>			<b>188.5</b>
<sup>1</sup> Authorized judicial positions, not including judgeships that were authorized under AB 159.			

## Appendix G: Subordinate Judicial Officer Conversions

Fiscal Years 2007–08 through 2016–17

### Background

Rule 10.700 of the California Rules of Court provides for the use of subordinate judicial officers (SJOs) to perform subordinate judicial duties. A presiding judge may also assign an SJO to act as a temporary judge where lawful if the presiding judge determines that it is necessary for the effective administration of justice because of a shortage of judges.

During the 1980s and 1990s, the shortage of judicial positions across the state led many trial courts to create SJO positions to manage their caseloads. The stagnation in the number of new judgeships combined with the growth in the number of SJO positions created an imbalance in many courts, with SJOs spending much of their time working as temporary judges.

To restore the appropriate balance between judges and SJOs in the trial courts, in 2007 the Legislature passed Assembly Bill 159 which authorized the conversion of 162 SJO positions to judgeships in 25 courts where the judicial workload assessment determined that the number of SJOs exceeded the workload appropriate to SJOs.

**Table 1: Subordinate Judicial Officer Conversions**

	Positions Eligible for Conversion	SJO Conversions										Total Conversions to Date	Positions Remaining to Convert
		07-08	08-09	09-10	10-11	11-12*	12-13	13-14	14-15	15-16	16-17		
<b>Courts Still Eligible for SJO Conversions</b>													
Los Angeles	79	4	5	7	7	8	6	7	7	7	5	63	16
Napa	1	0	0	0	0	0	0	0	0	0	0	0	1
Placer	2	0	0	0	0	0	0	0	0	0	0	0	2
San Diego	7	2	0	0	0	0	1	1	0	2	0	6	1
San Mateo	2	0	0	0	0	0	0	0	0	0	0	0	2
Orange	17	1	2	2	2	3	2	2	0	0	0	14	3
<b>Unallocated SJO Conversion Positions*</b>													
	3												3
<b>Courts That Have Completed Their SJO Conversions</b>													
Alameda	6	0	0	1	2	3	0	0	0	0	0	6	0
Contra Costa	4	3	0	1	0	0	0	0	0	0	0	4	0
El Dorado	2	0	1	0	1	0	0	0	0	0	0	2	0
Fresno	3	0	1	0	1	0	0	1	0	0	0	3	0
Imperial	1	0	0	0	1	0	0	0	0	0	0	1	0
Kern	1	0	1	0	0	0	0	0	0	0	0	1	0
Marin	2	0	0	0	0	1	1	0	0	0	0	2	0
Merced	2	0	1	0	0	1	0	0	0	0	0	2	0
Riverside	6	1	1	0	0	1	3	0	0	0	0	6	0
Sacramento	6	1	2	0	0	2	0	0	0	0	1	6	0
San Francisco	2	1	0	1	0	0	0	0	0	0	0	2	0
San Luis Obispo	2	1	0	0	0	0	0	0	0	1	0	2	0
Santa Barbara	2	0	0	2	0	0	0	0	0	0	0	2	0
Santa Cruz	2	0	0	0	0	1	0	0	0	1	0	2	0
Solano	3	1	2	0	0	0	0	0	0	0	0	3	0
Sonoma	2	0	0	1	1	0	0	0	0	0	0	2	0
Stanislaus	1	0	0	0	1	0	0	0	0	0	0	1	0
Tulare	2	0	0	1	0	0	0	0	1	0	0	2	0
Yolo	2	1	0	0	0	0	0	0	1	0	0	2	0
<b>Total</b>	<b>162</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>20</b>	<b>13</b>	<b>11</b>	<b>9</b>	<b>11</b>	<b>6</b>	<b>134</b>	<b>28</b>
<b>Last Updated: September, 2017</b>													

\* Total conversions in 2011-12 exceed 16 because of the enactment of Senate Bill 405, which increased the number of allowable conversions in specific circumstances for this fiscal year.

Note: A total of 162 SJO conversions to judgeships are possible under AB 159.

Shaded rows represent courts that have completed all of the conversions for which they are eligible.

**Workload Assessment Advisory Committee**  
**Annual Agenda<sup>1</sup>—2018**  
**Approved by E&P: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Lorna Alksne, Superior Court of San Diego County
<b>Lead Staff:</b>	Leah Rose-Goodwin, Manager, Budget Services
<p><b>Committee’s Charge/Membership:</b> <i>Insert charge from Cal. Rules of Court, or the specific charge to the Task Force. Hyperlink rule number to courts public site. Insert total number of members and number of members by category.</i></p> <p>Per <a href="#">Rule 10.66</a> adopted effective January 1, 2015, the committee makes recommendations to the council on judicial administration standards and measures that provide for the equitable allocation of resources across courts to promote the fair and efficient administration of justice. The committee must recommend:</p> <ol style="list-style-type: none"> <li>(1) Improvements to performance measures and implementation plans and any modifications to the Judicial Workload Assessment and the Resource Assessment Study Model;</li> <li>(2) Processes, study design, and methodologies that should be used to measure and report on court administration; and</li> </ol> <p>Studies and analyses to update and amend case weights through time studies, focus groups, or other methods.</p> <p>The Workload Assessment Advisory Committee currently has 14 members. The attached term of services chart provides the composition of the committee.</p>	
<p><b>Subcommittees/Working Groups<sup>2</sup>:</b> <i>List the names of each subcommittee or working group, including groups made up exclusively of committee/task force members and joint groups with other advisory committees/task forces. To request approval for the creation of a new subgroup, include “new” after the name of the proposed subgroup and describe its purpose.</i></p> <ol style="list-style-type: none"> <li>1. AB 1058 Funding Allocation Joint Subcommittee (with Family and Juvenile Law Advisory Committee and Trial Court Budget Advisory Committee)</li> </ol>	

<sup>1</sup> The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

<sup>2</sup> California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>3</sup> [Group projects by priority number.]	
1.	<b>Project Title</b> <i>Short and descriptive</i>	<b>Priority X<sup>4</sup></b> <i>See footnote</i>
	Judicial Workload Study Update	1
<p><b>Project Summary<sup>5</sup>:</b> <i>Provide a brief summary of the project and its key objective(s). Be specific about what the project entails and what it is expected to accomplish. If the proposal is for rules or forms, describe the problem to be addressed, or what the new law is and why it requires new/revised forms and/or new or amended rules of court. Origin of project may also be included [for example, is it required by statute or Judicial Council direction, did it result from a suggestion from a court, judge, or attorney; etc.].</i></p> <p>Every two years, the Judicial Council is obligated to report on the number of judicial officers needed in the trial courts based on workload. This assessment, formally called the Judicial Needs Assessment, draws on a workload study that is updated periodically to reflect changes in the law, technology, and case processing practices. In October 2013, the Workload Assessment Advisory Committee (WAAC) approved a motion stating that the workload studies (both staff and judicial) should be updated every 5 years, though not concurrently. Now that the RAS study has been completed, the judge workload study can be undertaken to update the caseweights (i.e., time per filing) and other model parameters that are used to estimate workload-based need for judicial officers. The committee’s work in the coming year will be to conduct design the methodology, complete recruitment of study courts, and When necessary, the chair will make presentations to TCPJAC and CEAC so that committee members can be apprised of the work of the committee.</p> <p><b>Status/Timeline:</b> Ongoing, expected completion is early 2019.</p> <p><b>Fiscal Impact/Resources:</b> <i>Include JCC staff/fiscal resources, fiscal impact to JCC, trial court, etc., and other relevant resource needs.</i> The current project proposal calls for a study size that would fit within existing council staff resources. Those include: Senior Research Analyst (2 FTE), Research Analyst (Limited Term), Associate Analyst (1 FTE) and additional support and oversight from Supervising Research Analyst (.5</p>		

<sup>3</sup> All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

<sup>4</sup> For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

<sup>5</sup> A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	<b>New or One-Time Projects<sup>3</sup> [Group projects by priority number.]</b>
	<p>FTE) and Manager (.25 FTE). Additionally, the study would require IT support (.10 FTE) All of these are filled or existing positions; the limited term analyst PAR is being submitted this week; a candidate has been identified for the associate analyst position and reference checks are being conducted this week. We believe that IT will use an existing resource for the programming side; he is the same analyst who assisted us with the RAS data interface. If a larger study were desired, additional personnel would be needed.</p> <p>An AFR was submitted for \$50,000 to pay for a consultant to facilitate focus group sessions. We may need to design a data collection interface with IT's assistance. We would need to discuss with them whether it could be accomplished with existing resources. Study courts would need to designate a study coordinator and participating judicial officers would need to devote a small portion of their day to submitting study responses.</p> <p><b>Internal/External Stakeholders:</b> <i>Include any specific JCC staff resources needed, such as Fiscal, Legal, Education, Security, etc. Also include external stakeholders and partners.</i> Budget Services (Office of Court Research), IT (to develop the study interface), courts, DOF</p> <p><b>AC Collaboration:</b> <i>Note any committee, task force, subcommittee/working group involvement.</i> We will keep TCPJAC informed, but they will not be asked to do more than serve in an advisory capacity.</p>

#	<b>Ongoing Projects and Activities</b> [Group projects by priority number.]	
1.	<p><b>Project Title</b> <i>Short and descriptive</i></p> <p><b>Judicial Needs Assessment</b></p>	<p><b>Priority X</b> See footnote 4</p> <p><b>1</b></p>
	<p><b>Project Summary:</b> Government Code section 61614(c)(1) requires the Judicial Council to prepare biennial updates of the Judicial Needs Assessment in even-numbered years.</p> <p><b>Status/Timeline:</b> <i>Include status and projected completion date, or state “Ongoing” if applicable.</i> Expected completion date is November 1, 2018</p> <p><b>Fiscal Impact/Resources:</b> <i>Include JCC staff/fiscal resources, fiscal impact to JCC, trial court, etc., and other relevant resource needs.</i>  This report utilizes 0.25 FTE of an existing position (the position is currently not filled- it is an Analyst position, limited term, under recruitment.)</p> <p><b>Internal/External Stakeholders:</b> <i>Include any specific JCC staff resources needed, such as Fiscal, Legal, Education, Security, etc. Also include external stakeholders and partners.</i>  The needs assessment is used as the basis for Budget Change Proposals for new judgeships, SJO conversion requests, and to seek authorization for additional judgeships.</p> <p><b>AC Collaboration:</b> <i>Note any committee, task force, subcommittee/working group involvement.</i> n/a</p>	
2.	<p><b>Project Title</b> <i>Short and descriptive</i></p> <p><b>Report to Legislature on judicial administration standards and measures that promote the fair and efficient administration of justice, pursuant to Government Code section 77001.5.</b></p>	<p><b>Priority X</b> See footnote 4</p> <p><b>1</b></p>

#	<b>Ongoing Projects and Activities</b> [Group projects by priority number.]	
	<p><b>Project Summary:</b> Provide a brief summary of the project and its key objective(s). Be specific about what the project entails and what it is expected to accomplish. If the proposal is for rules or forms, describe the problem to be addressed, or what the new law is and why it requires new/revised forms and/or new or amended rules of court. Origin of project may also be included [for example, is it required by statute or Judicial Council direction, did it result from a suggestion from a court, judge, or attorney; etc.].</p> <p>Government Code Section 77001.5 requires the Judicial Council to report to the Legislature annually on judicial administration standards and measures.</p> <p><b>Status/Timeline:</b> Include status and projected completion date, or state “Ongoing” if applicable.</p> <p>Due November 1, 2017</p> <p><b>Fiscal Impact/Resources:</b> Include JCC staff/fiscal resources, fiscal impact to JCC, trial court, etc., and other relevant resource needs.</p> <p>.10 FTE Senior Analyst or Analyst for a three-month period</p> <p><b>Internal/External Stakeholders:</b> Include any specific JCC staff resources needed, such as Fiscal, Legal, Education, Security, etc. Also include external stakeholders and partners.</p> <p>None</p> <p><b>AC Collaboration:</b> Note any committee, task force, subcommittee/working group involvement.</p> <p>None</p>	
3.	<p><b>Project Title</b> Short and descriptive</p> <p><b>AB 1058 Joint Subcommittee</b></p>	<p><b>Priority X</b> See footnote 4</p> <p><b>1</b></p>
	<p><b>Project Summary:</b> Provide a brief summary of the project and its key objective(s). Be specific about what the project entails and what it is expected to accomplish. If the proposal is for rules or forms, describe the problem to be addressed, or what the new law is and why it requires new/revised forms and/or new or amended rules of court. Origin of project may also be included [for example, is it required by statute or Judicial Council direction, did it result from a suggestion from a court, judge, or attorney; etc.].</p> <p>At its April 17, 2015 meeting, the Judicial Council received and approved a recommendation from the Family and Juvenile Advisory Committee to form a joint subcommittee to study the AB 1058 funding methodology. The Judicial Council received a report from the joint</p>	



#	<b>Ongoing Projects and Activities</b> <i>[Group projects by priority number.]</i>
	<p>subcommittee at its February 26, 2016, meeting and approved a recommendation to reconstitute the joint subcommittee to allow for more time to consider different funding methodology options and coordinate with DCSS on its program review.</p> <p><b>Status/Timeline:</b> <i>Include status and projected completion date, or state “Ongoing” if applicable.</i> Ongoing</p> <p><b>Fiscal Impact/Resources:</b> <i>Include JCC staff/fiscal resources, fiscal impact to JCC, trial court, etc., and other relevant resource needs.</i> n/a</p> <p><b>Internal/External Stakeholders:</b> <i>Include any specific JCC staff resources needed, such as Fiscal, Legal, Education, Security, etc. Also include external stakeholders and partners.</i></p> <p><b>AC Collaboration:</b> <i>Note any committee, task force, subcommittee/working group involvement.</i></p> <p>Family and Juvenile Law Advisory Committee, TCBAC</p>

### III. LIST OF [PREVIOUS YEAR] PROJECT ACCOMPLISHMENTS

*[Provide highlights and achievements of completed projects that were included in the [Previous Year] Annual Agenda.]*

#	Project Highlights and Achievements <i>[Provide brief, broad outcome(s) and completed date.]</i>
1.	Resource Assessment Study Model update; approved by Judicial Council July 2017
2.	Report on Standards and Measures (Gov't code 77001.5), submitted to Legislature November 2017
3.	
4.	
5.	

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