

FJC

5/6/94

Implementation Report

Educational Efforts

CAD/CED Coordination Meeting  
 Thursday, May 5 10:00-11:15  
 in the FJC Conference Room  
 (inside Research Division Suite, 6th floor)

Proposed Agenda

1. CAD Update - Glen Palman

- Bankruptcy - Glen Palman
- District - Bob Lowney
- Appellate - John Hehman and Mary Stiekney
- Policy - Abel Mattos *FLO Russma*
- Other reports of interest - Invited staff

*1994 IMPL. SUBSTITUTION Report*  
*- Education Effects*  
*\$480 of RCI*

2. CED FY 94 training plans - Emily Huebner

- Clerk's Office Programs - Judy Roberts
- Management Programs - Marilyn Vernon
- In-Court Programs - Barbara Anderson
- Other reports of interest - Invited staff

*BOB FAGIN*

*PROSAD ISSUES -*  
*Stewart has*  
*been in touch*  
*w/ them*

3. Discussion of current issues effecting the courts - Glen Palman

4. Setting date of next coordination meeting at CAD

*How do we accomplish continued coord.*

*7/15/94*  
*10<sup>am</sup>*

- coord*
- *TASK Force 1990 - Guidelines on user respon. for actions (AO/RIC)*
  - *1992 Agreements*
  - *1993 Schwager/Meehan Treaty*

*FJC - MGMT / leadership training*  
*AO - Computers / contracting / personnel*  
*AO sets all FJC training plans - Myra Skifflett is P.O.C. here*

- *INFO exchange*
- *Problem Solving*
- *Education*

*Bankruptcy - can't fill positions for 1 yr. after liquid*

The Federal Judicial Center

Division of Court Education

202-273-4110

FAX: 202-273-4020

(phone extensions appear at the right of each name)

CED Administration 273-4110	
Steven A. Wolvek <i>Director</i>	300
Emily Huebner <i>Assistant Director</i>	302
Margaret A. Fitzgerald <i>Division Administrator</i>	303
LaWand Y. Kerns <i>Secretary</i>	305
Marianne P. Lockett, <i>Secretary to the Director</i>	301
Richard J. Roman <i>Administrative Assistant</i>	304

Probation & Pretrial Programs 273-4115	Clerk's Office Programs 273-4122	Management Programs 273-4100	In-Court Programs 273-4104
David R. Leathery 324 <i>Chief</i>	Judith F. Roberts 307 <i>Chief</i>	Marilyn C. Vernon 316 <i>Chief</i>	Barbara M. Anderson 336 <i>Chief</i>
Wanda J. Armwood 333 <i>Secretary</i>	Robert A. Fagan 308 <i>Sr. Training Specialist</i>	Michael L. G. Berney 318 <i>Training Specialist</i>	Jo Ann Barnes 342 <i>Secretary</i>
Denise M. Flaim 331 <i>Training Assistant</i>	Denise M. Glover 309 <i>Training Specialist</i>	Eshael Johnson 321 <i>Program Assistant</i>	James Buchanan 340 <i>Training Specialist and Court Training Contact for Circuits: 1, 2, 4, 7, 8, 10, D.C., Federal, and Special Courts</i>
Royce Lane 330 <i>Temporary Duty Officer</i>	Ryan M. Harris 332* <i>Intern</i>	Mark D. Oliver 323 <i>Program Assistant</i>	Brenda W. Goodall 306 <i>Program Assistant</i>
Robert A. Luke, Jr. 325 <i>Training Specialist</i>	Lynn T. Harrison 313 <i>Program Assistant</i>	Jeanette Peckman 329 <i>Intern</i>	David R. Hendrickson 338 <i>Curriculum Develop't. Spec.</i>
Kathryn A. Lynott 326 <i>Training Specialist</i>	Kelly L. Langdon 314 <i>Training Assistant</i>	Michael E. Siegel 317 <i>Sr. Training Specialist</i>	Angela B. Long 344 <i>Training Assistant</i>
Mark J. Maggio 327 <i>Training Specialist</i>	Angela D. Stewart 312 <i>Secretary</i>	Valdenia V. Simmons 322 <i>Program Assistant</i>	Laurence E. Meyer 341 <i>Training Assistant</i>
Dawn M. Schmidt 335 <i>Secretary</i>	Susan Thurman 311 <i>Training Assistant</i>	Frances A. Toler 319 <i>Training Specialist</i>	Dennise Orlando-Morningstar 339 <i>Curriculum Develop't. Spec.</i>
Darlene V. Sharp 334 <i>Program Assistant</i>	Claudine Weatherford 310 <i>Training Specialist</i>	Kerri B. Tortora 320 <i>Training Specialist</i>	Joy A. Richardson 337 <i>Training Specialist and Court Training Contact for Circuits: 3, 5, 6, 9, 11</i>
Suzanne R. Sigona 328 <i>Training Specialist</i>			Barbara E. Snyder 347 <i>Intern</i>
Vacant 332 <i>Training Specialist</i>			Mark D. Whitesides 343 <i>Training Assistant</i>

CED Conf. Room 345

Copy Room 346

\*Temporary through 5/6

Revised

4/28/94

on litigation management and cost and delay reduction

four years after the date of the enactment of this title. The Director of the Federal Judicial Center and the Director of the Administrative Office of the United States Courts may make recommendations regarding such report to the Judicial Conference during the preparation of the report. The Judicial Conference shall transmit copies of the report to the United States district courts and to the Committees on the Judiciary of the Senate and the House of Representatives.

(b) The Judicial Conference of the United States shall, on a continuing basis—

- (1) study ways to improve litigation management and dispute resolution services in the district courts; and
- (2) make recommendations to the district courts on ways to improve such services.

(c)(1) The Judicial Conference of the United States shall prepare, periodically revise, and transmit to the United States district courts a Manual for Litigation Management and Cost and Delay Reduction. The Director of the Federal Judicial Center and the Director of the Administrative Office of the United States Courts may make recommendations regarding the preparation of and any subsequent revisions to the Manual.

(2) The Manual shall be developed after careful evaluation of the plans implemented under section 472 of this title, the demonstration program conducted under section 104 of the Civil Justice Reform Act of 1990, and the pilot program conducted under section 105 of the Civil Justice Reform Act of 1990.

(3) The Manual shall contain a description and analysis of the litigation management, cost and delay reduction principles and techniques, and alternative dispute resolution programs considered most effective by the Judicial Conference, the Director of the Federal Judicial Center, and the Director of the Administrative Office of the United States Courts.

§ 480. Training programs

The Director of the Federal Judicial Center and the Director of the Administrative Office of the United States Courts shall develop and conduct comprehensive education and training programs to ensure that all judicial officers, clerks of court, courtroom deputies, and other appropriate court personnel are thoroughly familiar with the most recent available information and analyses about litigation management and other techniques for reducing cost and expediting the resolution of civil litigation. The curriculum of such training programs shall be periodically revised to reflect such information and analyses.

§ 481. Automated case information

(a) The Director of the Administrative Office of the United States Courts shall ensure that each United States district court has the automated capability readily to retrieve information about the status of each case in such court.

(b)(1) In carrying out subsection (a), the Director shall prescribe—

Reports.

REPORT ON ALL PLANS  
DEC 1, 1990

Government publications.

LITIGATION MANUAL FOR DISTRICT COURTS SHOULD BE REVISED TO INCLUDE INFO FOR OTHER PLANS

\$480

- SEMINARS  
where are they?
- LITIGATION MANUAL
  - REDUCING COST + DELAY
  - EXPEDITING CASE RESOLUTION
  - CLERKS
  - DEPUTIES
  - STAFF COURT OFFICERS