



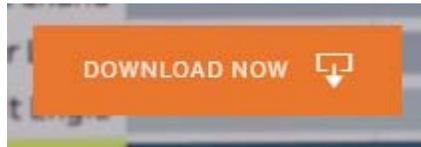
### **Civil Case and Criminal Defendant Processing Dashboard Instructions: Terminated Civil Cases and Criminal Defendants 2014-2016**

Courts often want to know how slowly or quickly they dispose of particular types of cases, relative to the national average. To that end, the Federal Judicial Center compiled statistics on civil case and criminal defendant terminations for each district and placed the information in a case terminations dashboard.<sup>1</sup> The dashboard allows a court to see its overall processing time on each nature of suit/nature of offense, relative to the national average, and then drill down to the underlying case/defendant information. This drill down capability allows courts to see any problem areas where additional resources may be needed to help cases/defendants terminate more quickly. By looking at cases/defendants that terminated slowly in the past, courts can learn to better manage caseload in the future.

These instructions begin with a quick tutorial on how to access the dashboard file and then move into an explanation of what the dashboard can show you and how to interpret what you are seeing.

#### **Viewing the Dashboard**

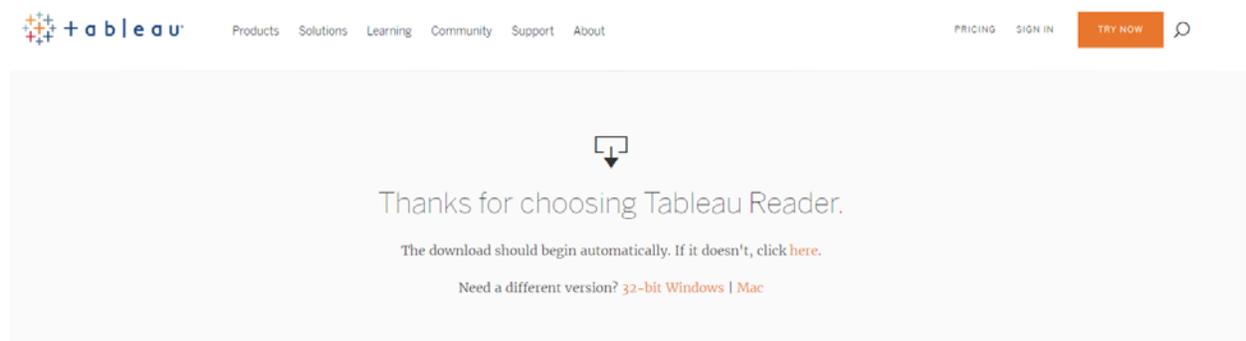
You can access the dashboard files by downloading the program Tableau Reader here: <http://www.tableau.com/products/reader>. (You may need administrator privileges to install this program on your computer. Please contact your IT staff for more information.) If you have downloaded the program in the past, you may need to update it to the newest version. You will see the button to download the software. From the link above, click where it says “Download Now.”



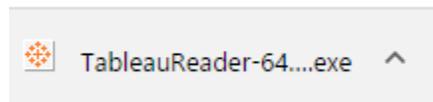
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<sup>1</sup> The data below are hypothetical and for illustrative purposes only. Parties, NOS/NoO codes, and disposition times are a random draw from real data, created to provide this example. Some nonsensical results occurred, including recent docket numbers with relatively long disposition times and businesses appearing in NOS codes where the causes of action are individual (such as voting cases).

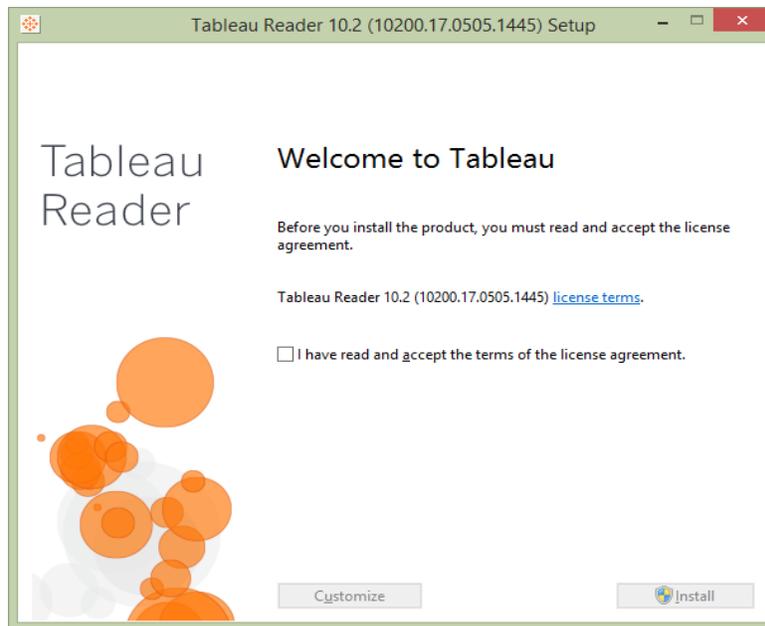
You will see the page below with instructions for downloading the software.



The download bar at the bottom of your screen will show the download progress of the program.



Following the instructions above, double click on the downloaded file to run the installation, read and accept the license agreement, and click install.



If you receive an error message regarding administrator privileges, you may need to contact your IT staff about obtaining access to Tableau Reader. If you installed the program but cannot open the file, please contact Margie Williams, Senior Research Associate at the Federal Judicial Center ([mwilliams@fjc.gov](mailto:mwilliams@fjc.gov) or 202-502-4080), or Kristin Garri, Research Associate/Data Resource Specialist at the Federal Judicial Center ([kgarri@fjc.gov](mailto:kgarri@fjc.gov) or 202-502-4027).

Once the program installs, it will open and you can access your district's dashboard file attached to the email we sent. Tableau Reader will allow you to fully interact with your case disposition dashboard to suit your needs.

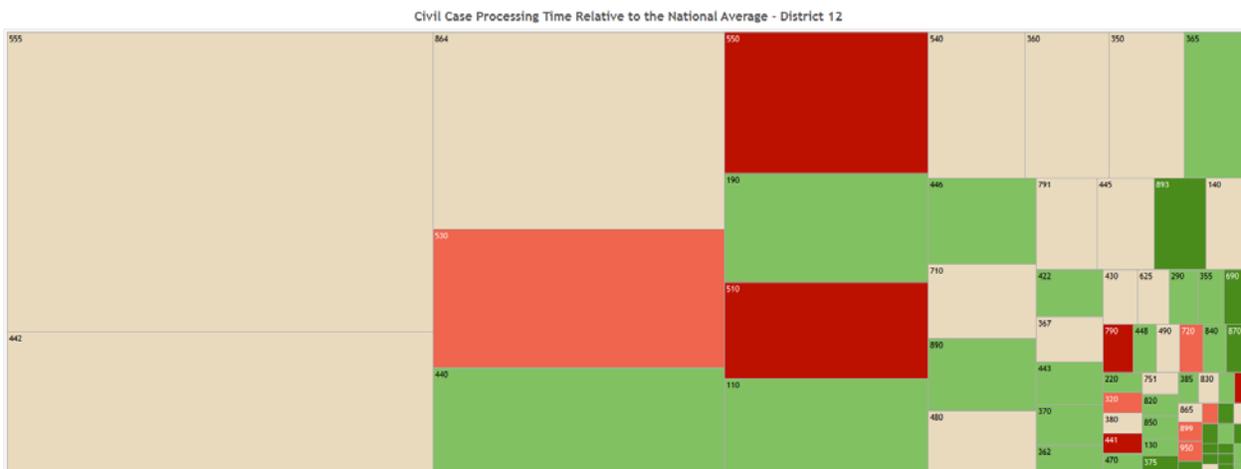
## Understanding the Dashboard

The dashboard contains information on civil case and criminal defendant terminations. Both types of data are organized in the same manner and can be viewed by selecting the appropriate tab at the bottom of the dashboard.

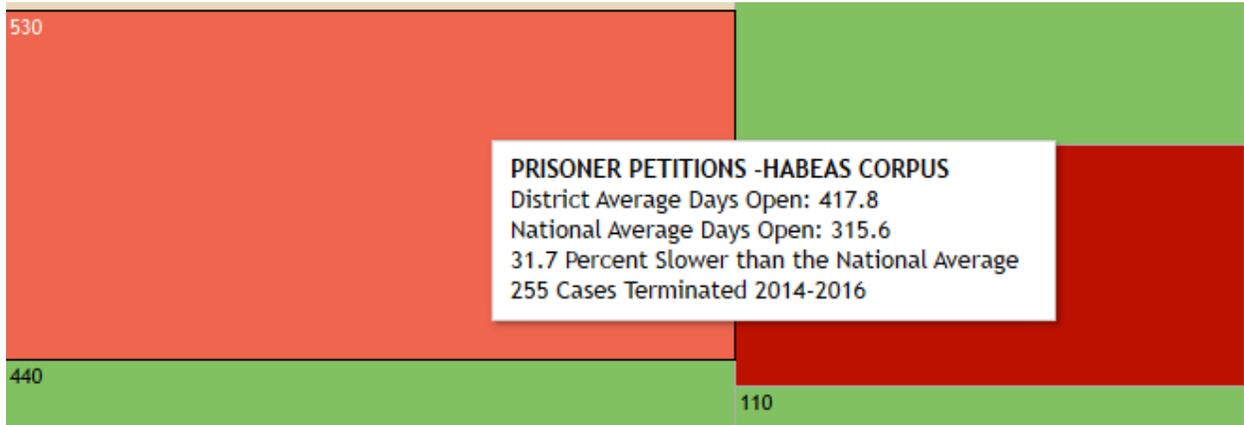
Civil Case Terminations  Civil Nat'l NOS Disp. Time  Criminal Defendant Terminati...  Criminal Nat'l NoO Disp. Time

The basic idea behind the dashboard is to allow a court to see at a glance which nature of suit (NOS) or nature of offense (NoO) codes it disposes of slowly and which NOS or NoO codes it terminates quickly. We display this information in a treemap (see the example below for a hypothetical District). The overall graphic represents the total terminated civil or criminal caseload in a district—in this first example, civil cases terminated during calendar years 2014-2016. Each of the individual boxes is the proportion of the terminated civil caseload represented by each NOS code. Larger boxes mean that NOS code is a larger proportion of the civil caseload. The same is true for NoO codes in the criminal treemap explained below.

In treemaps, the color of the boxes is meaningful as well. Red boxes show NOS codes the District terminates slower than the national average: the dark red boxes are the slowest cases (more than 50% slower than the national average) and the light red boxes are slow but not as slow (16%-50% slower). Green boxes are the NOS codes the court terminates faster than the national average: again, the dark green boxes are the fastest cases (more than 50% faster) and the light green boxes are fast but not as fast (16%-50% faster). Boxes in beige show an NOS code disposed of in approximately the same time as the national average (within 15% of the national average). The same is true for the criminal data.



When a user hovers over the boxes, a tooltip appears that provides the specific NOS/NoO description, the district’s average case/defendant disposition time, the national average disposition time, the overall disposition score relative to the national average, and the number of cases/defendants terminated in this time period. In the example below, we can see the court terminates NOS 530, Prisoner Petitions – Habeas Corpus, on average, in 418 days, which is 31.7% slower than the national average of 316 days. This NOS code is a relatively large proportion of the docket (it is the largest red box above), with 255 cases terminated between 2014 and 2016.



At the bottom of the dashboard, the user can see the cases used to calculate the average disposition times. For civil cases, the list is organized by NOS and docket number. Also listed are the plaintiffs and defendants for each case and the total number of days, from filing to termination, the case was open.

**Civil Cases Terminated 2014-2016**

NOS Code	Nature of Suit	DOCKET	PLT	DEF	Days Open
530	PRISONER PETITIONS -HABEAS CORPUS	08-00745	UNITED STATES OF AMERICA	EXXONMOBIL PIPELINE COMPANY	270
		09-00121	DARBY	HENDRICKS	246
		09-00429	BAUER	COMMISSIONER OF SOCIAL SECURIT	116
		09-00448	SANDERS	CENTER, INC	131
		09-00479	SEARS	BRADLEY, ET AL	23
		09-00551	THE INDEPENDENCE PROJEC, ET AL	SANDS BETHWORKS GAMING LLC	409
		09-00577	SANDERS	THE OFFICE OF CHILDREN , ET AL	118
		09-00998	HICKS	SMITH	92
		10-00065	GATHERS	PEOPLE OF THE STATE OF NEW YOR	123
		10-00066	LANE	FEATHERS	1049
		10-00072	LITERAL	WARDEN TOLEDO CORRECTIONAL INS	490
		10-00102	FINN	COLVIN	899
		10-00147	CHANCE	PHARIS, ET AL	0
		10-00210	RIVAS	UNITED STATES OF AMERICA	117
		10-00270	WILLIAMSON	WAL-MART ASSOCIATES, INC.	1120
		10-00289	ARMSTRONG	KIA MOTORS AMERICA	113

When viewing the criminal data, the list of defendants terminated contains the nature of offense, docket number, defendant number, defendant name, and total number of days, from proceeding date to termination date, the defendant's case was open.

**Criminal Defendants Terminated 2014-2016**

NoO Code	Nature of Offense	Docket	Defendant Number	Defendant	Days Open
8720	Immigration Laws, Illegal Re-Entry	12-00035	1	O. Jan Zabaneh	3061
		12-00065	1	Curtis Fairbanks	216
		12-00075	1	Elliot Dannhaus	0
		12-00142	1	Javier Petrus	252
		12-00146	1	Andres Feramisco	116
		12-00182	1	Odell B. Romine	0
		12-00212	1	Corey Yamagata	119
		12-00249	1	Christopher Vitiello	16
		12-00252	1	O. Cisco	29
		12-00278	1	Mason Yeske	803
		12-00289	1	Delmar Bachhuber	122
		12-00301	1	Nicolas F. Bradica	169
		12-00355	1	Walton August Adle	0
		12-00359	1	Santos Zachery Higbee	81
		12-00385	1	Solomon Kurt Erhard	571
		12-00396	1	Stefan Wanless	90

As the user clicks on each box in the treemap, the list of cases/defendants will filter to show only the cases/defendants within the selected nature of suit/nature of offense. To remove the filter, the user clicks on the selected box again and reverts to the complete treemap.

**Civil Case Processing Time Relative to the National Average - District 12**



**Civil Cases Terminated 2014-2016**

NOS Code	Nature of Suit	DOCKET	PLT	DEF	Days Open
530	PRISONER PETITIONS -HABEAS CORPUS	08-00745	UNITED STATES OF AMERICA	EXXONMOBIL PIPELINE COMPANY	270
		09-00121	DARBY	HENDRICKS	246
		09-00429	BAUER	COMMISSIONER OF SOCIAL SECURIT	116
		09-00448	SANDERS	CENTER, INC	131
		09-00479	SEARS	BRADLEY, ET AL	23
		09-00551	THE INDEPENDENCE PROJEC, ET AL	SANDS BETHWORKS GAMING LLC	409
		09-00577	SANDERS	THE OFFICE OF CHILDREN , ET AL	118
		09-00998	HICKS	SMITH	92
		10-00065	GATHERS	PEOPLE OF THE STATE OF NEW YOR	123
		10-00066	LANE	FEATHERS	1049

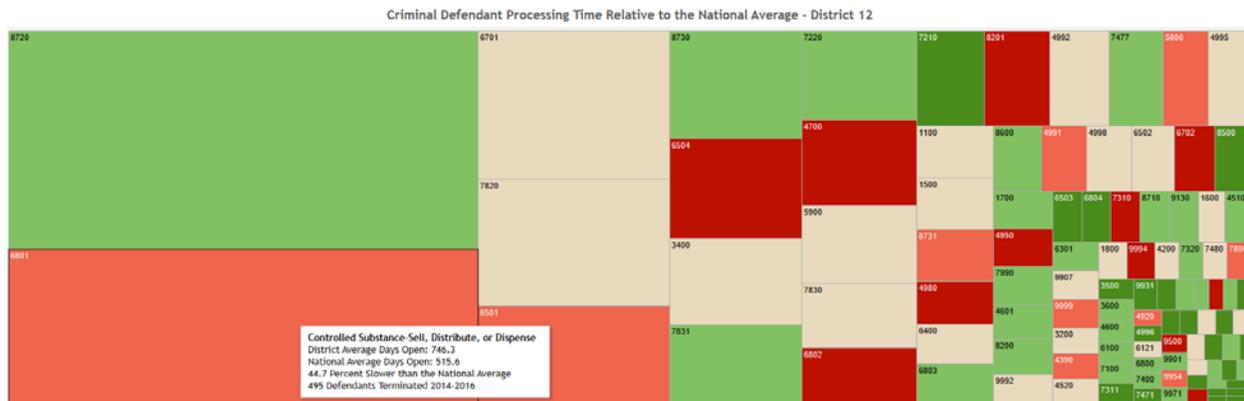
## How to Use the Dashboard – Case/Defendant Terminations Tabs

Ultimately you will make the dashboard useful to you in your own way. A good place to start, however, is with some basic concepts the treemap is designed to show. As stated above, the size of the box shows how much of the civil/criminal docket is composed of each NOS/NoO code. Here you can see the largest proportion of our hypothetical District’s civil docket is made up of NOS 555, Prisoner - Prison Conditions. These cases are terminated in the District at approximately the same time as the national average, shown by the beige color.

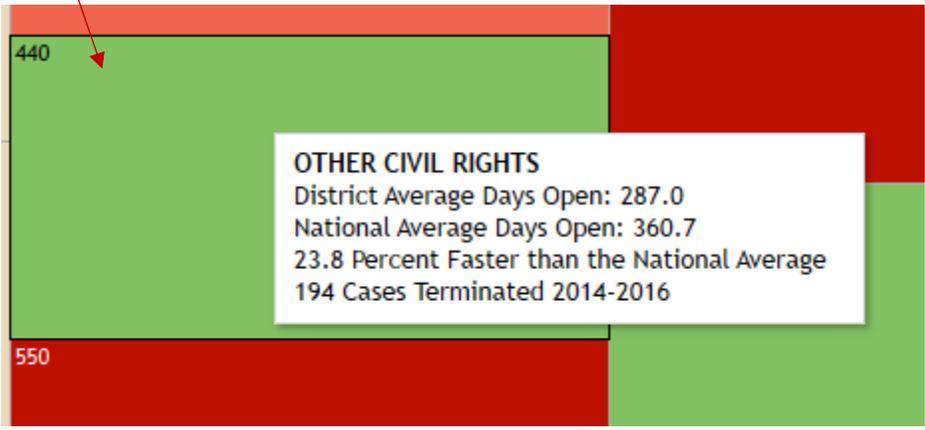


A bigger concern for the District is NOS 530. These cases are a relatively large proportion of the civil docket and they are terminated in the District 31.7% slower than the national average (shown in the tooltip example above). Of course, NOS 530 isn’t the only issue for the District. NOS 550, Prisoner - Civil Rights, is also terminated slower than the national average and makes up a large portion of the civil docket. As a shortcut, remember that you should be concerned with large red boxes.

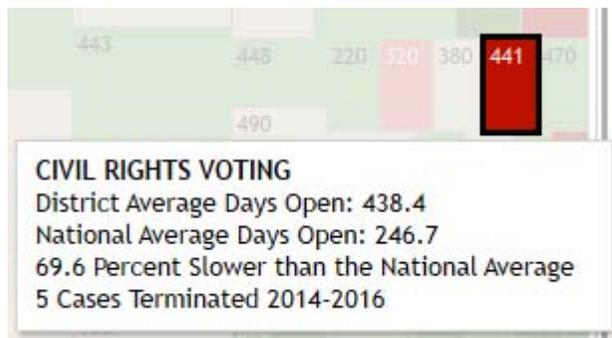
The District’s criminal docket is dominated by NoO 8720, Immigration Laws, Illegal Entry, and NoO 6801, Controlled Substance-Sell, Distribute, or Dispense. The District disposes of defendants filed under NoO 8720 23% faster than the nation but takes significantly longer to dispose of defendants filed under NoO 6801 (45% slower than the national average). NoO codes 6701 and 6501 are also noteworthy as they represent a substantial portion of the court’s criminal caseload, and the District takes 15% longer than the national average dispose of defendants in these cases.



There are some other NOS and NoO codes in the District that are terminated faster than the national average. NOS 440, Other Civil Rights, is terminated 23.8% faster than the national average, and is a substantial part of the District’s civil docket. Large green boxes show where the District terminates cases/defendants quickly—perhaps a source for case management practices the District can adapt for slower NOS/NoO codes.



Once a court understands the NOS/NoO codes where it tends to terminate cases slower than average, it can drill down to the underlying cases to determine the causes of the delay. This is where the case lists at the bottom are the most helpful. Since the cases are organized by NOS/NoO and then docket number, a court can immediately see if there were longstanding cases within the NOS/NoO that slowed down the entire NOS/NoO average. This is an especially important consideration for NOS/NoO codes with few cases/defendants, where outlier cases/defendants have a greater amount of influence on average termination time. In the District, we see NOS 441, Civil Rights Voting, is a small proportion of the entire civil docket—only five cases terminated between 2013 and 2015—but the cases were terminated almost 70% slower than the national average—438 days compared to 247 days nationally.



Given the small number of cases in the NOS, it is likely there were some outlier cases driving up the District’s average termination time. Clicking on the 441 box will show the list of underlying cases.

**Civil Cases Terminated 2014-2016**

NOS Code	Nature of Suit	DOCKET	PLT	DEF	Days Open
441	CIVIL RIGHTS VOTING	11-00416	HOPSON	HORIZON HEALTHCARE SERVICES IN	372
		12-00958	LINDSAY	THE CITY OF TYLER	342
		13-00048	PIERSON #408855	BERGHUIS	718
		13-00362	FISHMAN, ET AL	JOHN HANCOCK LIFE INSUR, ET AL	497
		13-00869	WELCH, ET AL	WELTMAN, WEINBERG & REIS CO.,	263

Clearly the case that was open for 718 days (docket number 13-00048) slowed down the average termination time. While little can be done about a single outlier case, the larger point to be drawn is that all the NOS 441 cases in the District were terminated slower than the national average. Perhaps some additional education or staff resources for judges would improve disposition times on this type of case in the future. Overall, with this drill down capability, you can determine if the slow disposition of a case is merely an outlier case or a more systematic problem requiring additional resources.

Similarly, the District has some smaller dark red boxes among their criminal data, such as NoO 6702, Narcotics-Importation/Exportation. The time to disposition for the District is 174% slower than the national average.



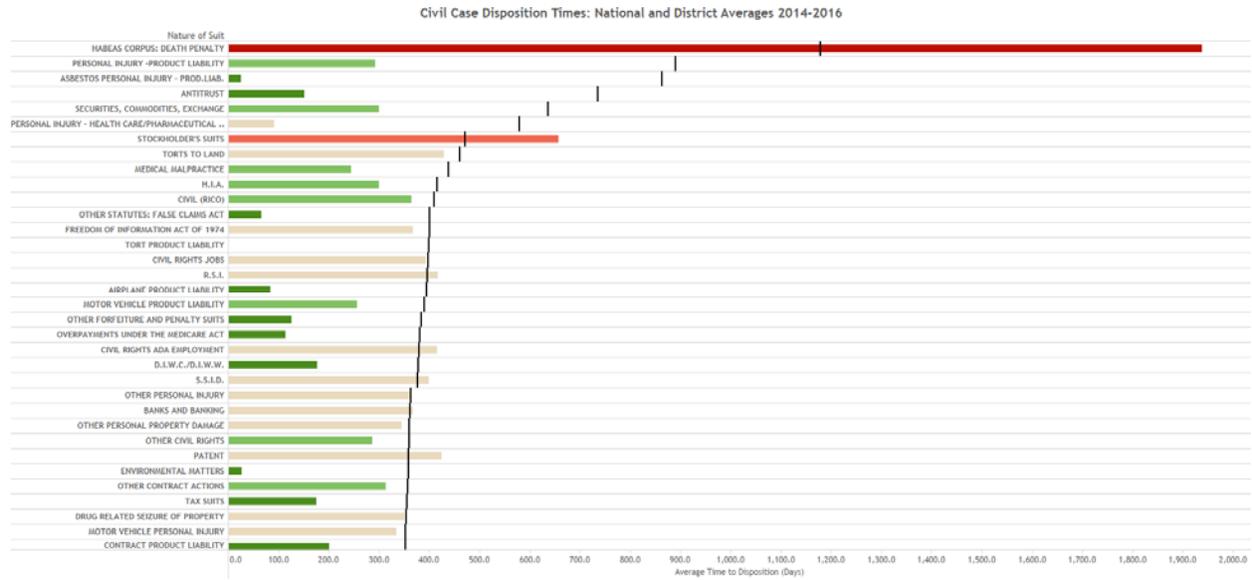
Looking at the underlying defendant list, there are several defendants whose cases were open for over 1,000 days and even a few over 6,000 days. This could indicate a defendant may have spent time as a fugitive or show instances in which the court administratively closed cases which remained open in error. The average time to disposition for this NoO is much closer to the national average when accounting for these outliers

**Criminal Defendants Terminated 2014-2016**

NoO Code	Nature of Offense	Docket	Defendant Number	Defendant	Days Open
6702	Narcotics-Importation/Exportation	12-00878	1	Reginald Jonathan Passero	296
		12-01559	1	M. Plamondin	222
		12-01955	1	Paulene Lober	533
		12-02439	1	Jodie Hartley	2132
		12-04016	1	Cliff G. Ramcharan	131
		12-04163	1	Zack B. Thoms	6527
		12-04362	1	Nigel Malinovsky	1557
		12-05827	1	Matha Lorie Amalong	236
		12-06401	1	Karyl Zakowski	790
		12-08431	1	Jessia Adaline Titman	147
		12-08462	1	Carmine B. Behler	6449
		12-08848	1	Jeremy Gilbert Pinena	1373
		12-08930	1	T. Towson	174

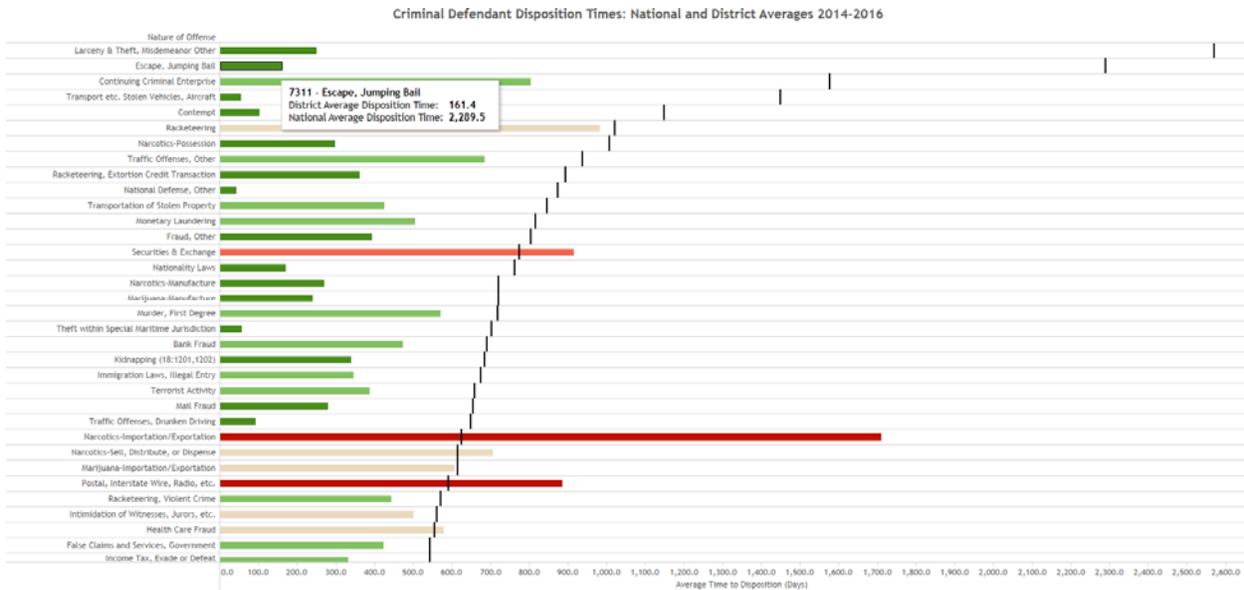
## How to Use the Dashboard – National NOS/NoO Disposition Time

The second and fourth tabs of the dashboard show the average time to disposition by NOS/NoO code, from the slowest to the fastest nationally, as well as the District’s average time on each nature of suit/offense. These tabs present the same basic information as the treemaps (showing where the district is slower or faster than average) but organized in a different way. The bar is the district’s average time, and the black dash is the national average.



If a district is slower than the national average, the bar runs past the dash and is colored accordingly (dark red >50% slower, light red 16-50% slower than the national average). If a district is faster than the national average, the bar stops before the black dash and is also colored accordingly (dark green >50% faster, light green 16-50% faster than the national average). District times within 15% of the national average are colored beige.

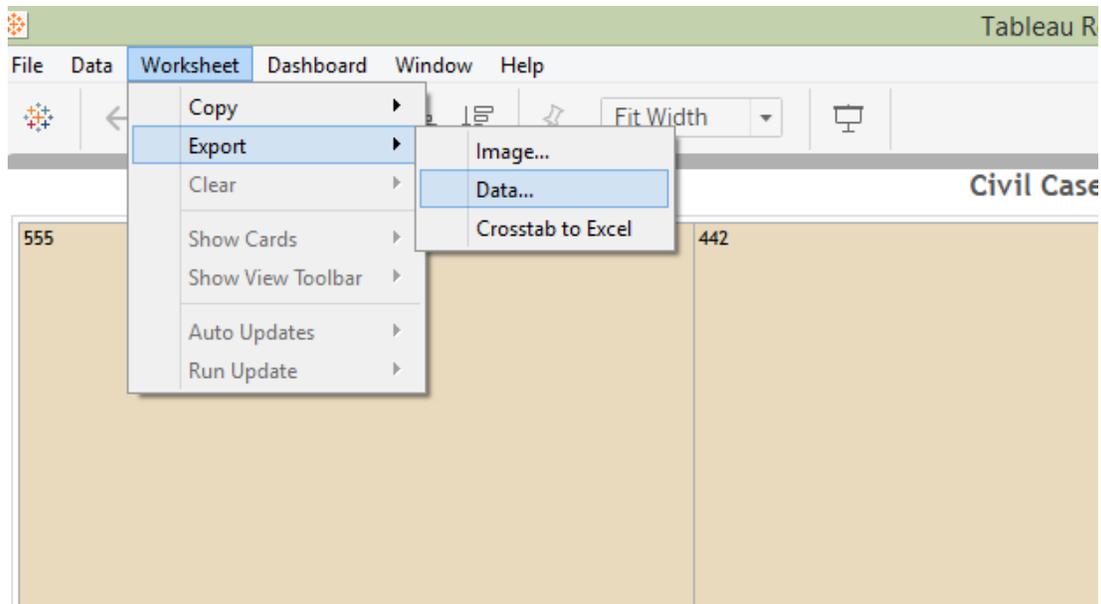
The sorting of the chart provides a different piece of information than the treemap: which case types take a long time, on average, for all districts to terminate and which ones are terminated, on average, much more quickly. While you may know from experience that Habeas Corpus: Death Penalty cases are slow to terminate, seeing that they take, on average, nearly three times as long as airplane product liability cases may be surprising. If courts are looking for a benchmark for civil case disposition time, the range of 400 and 500 days to termination is a good benchmark to keep in mind, as most civil case termination times fall into this range.



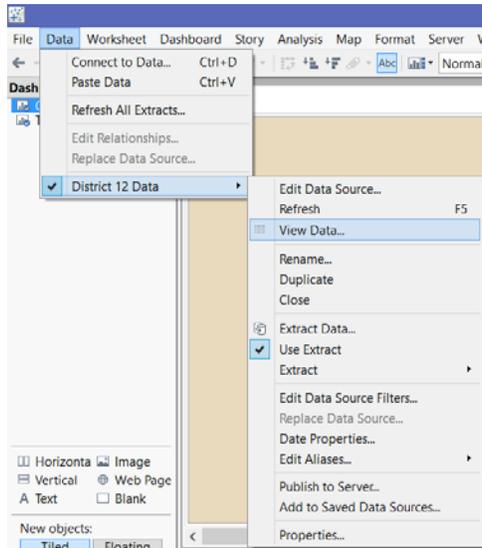
Criminal defendants are generally disposed of between 100 and 300 days, but average time to disposition is often skewed by uncharacteristically lengthy disposition times for defendants who spent a significant amount of time in fugitive status (likely true for NoO 7311, Escape, Jumping Bail) or long-pending cases which remained open in error and were eventually administratively closed.

### Viewing Data

The user can see the underlying data in two ways. From Tableau Reader, the user can obtain the summary information used to make the treemap. By selecting Worksheet -> Export -> Data, the user can save information as a Microsoft Access database. Alternatively, the user can choose Worksheet -> Export -> Crosstab to Excel to send the information to an Excel file. The treemap must be selected on the dashboard for the Worksheet option to appear in the toolbar.



If the user would like a complete list of the cases used to estimate case disposition time, and has a copy of Tableau Desktop, the user can download the case list by going to “Data” in the toolbar, scrolling down to the name of the file, clicking the right arrow, and selecting “View Data.”



If the user would like the underlying case information, but does not have Tableau Desktop, the user may contact the FJC (see below) to obtain an Excel spreadsheet with the list of cases used to calculate the district averages.

### Who to Contact

As you work through your own dashboard, you will undoubtedly have more questions on what you are seeing and what else can be uncovered through these case disposition dashboards. We would be happy to help. If you have questions or need more information, please contact Margie Williams, Senior Research Associate at the Federal Judicial Center ([mwilliams@fjc.gov](mailto:mwilliams@fjc.gov) or 202-502-4080), or Kristin Garri, Research Associate/Data Resource Specialist at the Federal Judicial Center ([kgarri@fjc.gov](mailto:kgarri@fjc.gov) or 202-502-4027).