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CIVIL JUSTICE REFORM ACT
STATUS REPORT (8/3/93)

Budget Object Code: 2529
Allocation Holder: COURT ADMINISTRATION DIVISION

ALLOCATION DISTRIBUTION SUMMARY

- Amount Requested by Courts (a) \$ 5,501,377
- Amount of Total Allocation (b) \$ 4,173,000
- Amount Allotted to Court Units For This BOC During Interim Allotments (c) \$ 1,113,715
- Amount Allotted to Court Units for this BOC on March 19, 1993 (d) \$ 1,988,490¹
- Amount Held at AO for Special Projects (e) \$ ~~420,090~~ \$ 343,090

<u>Project Type</u>	<u>Amount (\$)</u>	<u>New Amount (\$)</u>
<u>Automation Requests Deferred</u>	\$ 187,090	\$ 53,090
<u>Video Conferencing Pilot</u>	100,000	150,000
<u>Alternate Court Governance Structure Study</u>	100,000	100,000
<u>FJC Data Entry for RAND</u>	24,000	24,000
<u>RAND Study Travel</u>	9,000	16,000
<u>Total (enter on line (e))</u>		

- Amount Allotted to Court for Supplementals (f) \$ 29,647
- Amount Removed from CJRA Account (Budget Scrub) (g) \$ 437,000
- Amount Returned to AO by Courts (h) \$ 10,000
- Amount Held in Reserve and Available for Appeals and Supplementals (i) \$ 271,058
(b)-[(c)+(d)+(e)+(f)+(g)]+(h)
- Percentage of Reserve to Total Allocation (h) \$ 6.4%
(i) / (b)

¹ CJRA spending plan approved by CCACM reads \$2,038,111. MI(W)'s "FY93 allotment adjustment" of \$49,621 will not be provided until a program assessment of its CJRA program is performed by CAD. On June , 1993, Duke Hynek, Clerk, informed CAD that this amount of funding (\$49,621) was no longer needed and would be available for return to AO. (\$2,038,111 - \$49,621 = \$1,988,490)

CJRA-2-2

Sec. 481 of the Civil Justice Reform Act:

"(a) The Director of the AO shall ensure that each USDC has the automated capability readily to retrieve information about the status of each cases in such court.

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

"(A) the information to be recorded in district court automated systems; and

"(B) standards for uniform categorization or characterization of judicial actions for the purpose of recording information on judicial actions in the district court automated systems.

"(2) The uniform standards prescribed under paragraph (1)(B) of this subsection shall include a definition of what constitutes a dismissal of a case and standards for measuring the period for which a motion has been pending.

"(c) Each USDC shall record information as prescribed pursuant to subsection (b) of this section.

Bob's recollection: this came out of automation fund - full judicial impact statement

Heard: argued w/ Carter on this

Basic requests we wanted to meet for E.I.D. courts

2 1/2 mil ^{3 MIL.} went to Carter for automation fund - we argued COA

50, went to B.I.D. courts -

beyond that, nothing - got to OAT

Mary - some things not justifiable

Heard: Bob - we did not release specific automation money but, as we had surplus, gave an

Louis - P.C.'s in Ctroom; upgrade of 386 to 486 -

To B.I.D. Cts. last year -

this year non-B.I.D. courts

Bob - B.I.D. only - not NON-B.I.D. courts

Mary - unit conflict w/ 5yr plan in Mary Bartel's shop

P.C.'s came from office automation money

UNITED STATES DISTRICT COURT FOR THE DISTRICT OF UTAH
OFFICE OF THE CLERK OF COURT
120 Frank E. Moss United States Courthouse
350 South Main Street
Salt Lake City, Utah 84101-2180

FAX 801/524-3473

VOICE 801/524-5160

FACSIMILE TRANSMISSION

May 20, 1993

TO: Lori Klein Rini
FR: Markus Zimmer
RE: CJRA Automation Funding

This responds to the requirement that we specifically document the need for automation funding in the amount of approximately \$6,000 to support the CJRA-related activity of the Court.

As you may recall, the District of Utah is one of the ten CJRA pilot courts tasked with accelerated implementation of a civil justice expense and delay reduction plan. The funding is required for two functions directly related to the implementation of our plan.

Function I: On March 1, 1993, we implemented a court ADR program that has arbitration and mediation components. The mechanics of the plan call for tracking case progress, sending out notices to parties, sending out lists of ADR panel members so parties can make their selections, and otherwise communicating with the arbitrators, mediators, parties, and attorneys. Although some of the work will be done using CIVIL/CRIMINAL, a good share of it will require a PC, printer, network card for the clerk's office network, and a fax board for transmitting and receiving notices, memoranda, etc., in the course of the alternative dispute resolution process. This PC will be used by our ADR person.

*unjust, will be based on
#2*

Function II: As a pilot court, we are one of the 20 federal trial courts participating in the CJRA evaluation that is being conducted by the Rand Corporation. The evaluation includes a time-study component of 250 civil and 50 criminal cases which we need to track and for which we need to collect attorney and party name and address information and otherwise perform administrative tasks. It also entails pulling the dockets from another 250 civil and 50 criminal cases that were recently closed and transmitting these to Rand for purposes of a comparison study. We plan to assign these functions to a half-time position and will require a PC, network card, and fax board for it. This position will share the printer with the ADR position. Independently of this evaluation, we also are planning to develop a tracking model for our ADR cases to determine whether the goals of the ADR program are being met.

*So
to print*

The total cost of two PC systems and one printer as described above is just over \$6,000 per a quotation we received yesterday from the dealer from whom we purchase much of our equipment. I would appreciate it if funding for these systems could be made available as soon as possible so we can purchase and begin to take advantage of them.

Please call if you have questions or need additional information.

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UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF WASHINGTON

OFFICE OF THE CLERK
(206) 553-5598
(FTS) 399-5598

BRUCE RIFKIN
CLERK

308 U.S. COURTHOUSE
SEATTLE, WASHINGTON 98104

May 26, 1993

Scott Liddle, Court Administration Division
Administrative Office of the U.S. Courts
One Columbus Circle, N.E.
Washington, D.C. 20544

RE: CJRA AUTOMATION REQUEST

Dear Scott:

In our 1993 budget request we asked for \$42,000 in automation equipment and supplies to furnish our CJRA temporary employee and the judicial "teams" of docket clerks and courtroom deputies with PCs. Since that time we've been able to provide computers to staff, although some of the equipment is below 286 standards. In this letter we are requesting \$49,000 in automation funds, to upgrade Clerk's Office equipment to make better use of the technology available. The two projects we request funding for are:

Hardware and Software Upgrades: Both judges and Clerk's Office staff are interested in improving their ability to utilize Windows as an environment for importing ICMS data into WordPerfect formats for generating forms, calendars, and case-tracking activities. Enhancing existing Clerk's Office hardware and software to make it compatible with the judges' resources would greatly enhance their ability to develop more streamlined procedures. Attached is a detailed proposal compiled by our systems staff, listing what is needed to accomplish this objective.

Cost to complete these upgrades: \$29,220.

PCs in the Courtrooms: The court and staff have identified equipping the courtrooms with PCs as a high priority. Significant time is "lost" in the courtroom, which courtroom deputies could use effectively if they had PCs. ICMS allows the generation of docket entries and forms, such as minute entries and schedules, which would expedite our management of cases. Attached is a more detailed write-up of the costs associated with this proposal.

Cost to accomplish this objective: \$20,000.

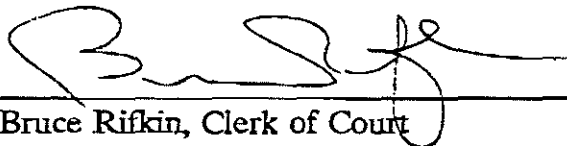
Summary: We are requesting \$49,000 in automation funding from the CJRA allotment to accomplish two projects which would assist the judges and their case managers, the courtroom deputies, in their handling and tracking of cases - upgrading Clerk's Office

hardware and software to a Windows environment; and cabling the courtrooms and providing PCs for the courtroom deputies in the courtrooms.

This request for \$49,000 is \$7,000 more than the \$42,000 request made in our original 1993 budget request. However, we are requesting far less in consultant compensation (\$14,400) than was allocated to us (\$34,528). We would support your taking the additional \$7,000 from the consultant portion of our budget allocation.

Please let us know if you have any questions. Since these projects are very important to us, we would appreciate your decision at the earliest possible time. Thank you for your consideration of this request.

Sincerely,



A handwritten signature in black ink, appearing to read "Bruce Rifkin", is written over a horizontal line. The signature is stylized and cursive.

Bruce Rifkin, Clerk of Court

Attachments

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF PENNSYLVANIA

AUTOMATION SPENDING PLAN FOR CJRA

Estimated Cost

Two Personal Computers and One HP Laserjet Printer

\$5,000.00

This equipment is required for the automation of the administration of two Alternate Dispute Resolution Programs, Arbitration and Court-Annexed Early Mediation. Automation and word processing capabilities are essential to ensure the continued efficient and effective administrative operation of these programs. In addition, the mediation and arbitration clerks will be capable of producing forms, letters, scheduling notices, statistical reports, and case monitoring reports through the use of this automation equipment.

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United States District Court

District of New Mexico

Office of the Clerk

Dennis Chavez Federal Building

and U. S. Court House

P.O. BOX 688

ALBUQUERQUE, NEW MEXICO 87103

Robert M. March
CLERK OF COURT
(505) 766-2851

Divisional Offices

P.O. BOX 2384

SANTA FE, 87504-2384

(505) 988-6481

ROOM E-202

200 EAST GRIGGS

LAS CRUCES, 88001

(505) 525-2304

(505) 766 6542

July 29, 1993

8/3/93

Authorization to
reprogram \$15,000 is
authorized.

L. K. Rino

Mr. Duane R. Lee
Chief, Court Administration Division
Administrative Office, U.S. Courts
Washington, D.C. 20544

Dear Duane:

We are seeking your expeditious approval to transfer \$15,000 from our "travel of Advisory Group Members" to "contract consultants." Both accounts are within CJRA account 2529.

The purpose of this transfer is to provide for consultants that will assist us in implementing the court's CJRA Plan, as approved by Chief Judge Juan G. Burciaga, on January 3, 1993. The consultants will assist us in the development and implementation of our differential case management plan, and our case tracking system.

Thanks for your assistance with this matter.

Sincerely,



Robert M. March
Clerk of Court

RMM:RAM:tm

Software

- 1) calendars system - designed specifically for CJRA plan. (tracking)
- 2) tracking system
- 3) case mgmt - where is track? why its over?