

AGENDA

11:30am Meeting Convenes

Item I. Welcome

The Honorable Paul Alessandroni, Chair

Item II. Housekeeping

- A. Minutes of 06/21/2013 meeting
- B. Judge Silvernail's retirement
- C. Passing of Miriam Jugger
- D. Welcome Kim Curry

Item III. Judicial Workload Model (Case Weight) Review

Item IV. Status Reports (For information only)

- A. Statutory and Rule Changes to Stalking Violence Reporting
- B. Case Event Framework
- C. Judicial Data Management Services
- D. Uniform Data Reporting – Court Interpreters Data Collection
- E. Performance Measures Required by Fl. R. Jud. Adm. 2.225(a)(2)
- F. FY2013-14 Foreclosure Initiative

Item V. Next Meeting

- A. Possible dates
- B. Possible location for an in-person meeting

01:00pm Meeting Adjourns

Dial-in Number: 888-670-3525

Pass Code: 7566632234

**COMMISSION ON TRIAL COURT
PERFORMANCE & ACCOUNTABILITY**
Court Statistics and Workload Committee

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Updated: 10/2013

Item I. Opening Remarks

1. The Honorable Paul Alessandroni, Chair

Item II. Committee Housekeeping

II.A. Minutes from 06/21/2013 Meeting:

**Minutes
Court Statistics & Workload Committee Meeting
June 21, 2013
Phone Conference**

The Honorable Paul Alessandroni, Chair

11:40 am Meeting convened

Nine of the sixteen members were in attendance:

The Honorable Paul Alessandroni, The Honorable Ellen S. Masters, The Honorable Barbara T. Scott, The Honorable Sharon Robertson, Mr. Philip G. Schlissel, Ms. Holly Elomina, Ms. Kathleen R. Pugh, Mr. David Trammell, & Mr. Fred Buhl

Members absent:

The Honorable J. Preston Silvernail, The Honorable G. Keith Cary, The Honorable David H. Foxman, The Honorable Ilona M. Holmes, The Honorable Shelley J. Kravitz, Ms. Diane Kirigin, & Mr. Grant Slayden.

Staff in attendance:

Greg Youchock, P.J. Stockdale, Shelley Kaus, & Blan Teagle

Item I. Opening Remarks and Introductions

Item II. Housekeeping

- A. Minutes of 02/01/2013 meeting presented.
- B. Members voted (unanimously) to approve the minutes of 02/01/2013 meeting.

Item III. Case Event Framework

- A. Submission to TCP&A
 1. Staff updated members on the name change of the Reopen/Reclose definitions to the new "Case Event Framework."

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2. Judge Alessandrone presented the Case Event Framework to the TCP&A at their May 24, 2013 meeting, at which time the Commission voted unanimously to adopt these definitions for use in trial court activity reporting.
3. Staff also reported that these definitions had been adopted by the Trial Court Budget Commission for use in their FY2013-14 Foreclosure Initiative.
4. Staff is currently evaluating the necessary changes to the SRS manual to incorporate the revised definitions.

B. Submission to the Florida Supreme Court

1. CSWC staff, in conjunction with TCP&A staff, is currently working on an OSCA Transmittal Letter and TCP&A Chair cover letter for submission of the Case Event Framework to the supreme court.

Item IV. Judicial Workload Model (Case Weight) Review

- A. Staff reported that the preliminary recalculations of event proportions have been completed and the adjustment modifier has been developed. The results of both are currently being validated, and the final results of both the reviews will be presented for committee vote at the next CSWC meeting.

Item V. Performance Measures Required by Fl. R. Jud. Adm. 2.225(a)(2)

A. Judicial Management Council (JMC) Performance Workgroup

1. Staff briefed the members on the creation of a Performance Workgroup created by the JMC. The workgroup had its first meeting on May 17, 2013.
2. Staff will continue to monitor this workgroup and keep the CSWC apprised.

B. Case Age Simulation Update

1. Staff is currently conducting these simulations and plans to present the results at the next CSWC meeting.

Item VI. Status Reports

A. Statutory and Rule Changes to Stalking Violence Reporting

1. The Family Law Rules Committee has filed a supplemental petition to amend the language in form 12.900(h) and Family Law Cover Sheet 12.928 to add the Stalking Injunction for data collection.
2. The petition is currently pending court review and decision.

B. TIMS Project Report (Final)

1. As previously reported, the supreme court has approved the recommendations from the TIMS report including: 1) a set of case flow diagrams to identify critical decision points within various case types; 2) a set of performance measures, largely focused on case aging statistics, for court operations

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management; and 3) the Trial Court Data Model for the capture and organization of court activity data.

2. Staff advised that this will be the final summary concerning the TIMS project. The Integrated Trial Court Adjudication System (ITCAS) incorporates many of the elements developed during the TIMS project into a simpler framework.
3. The ITCAS project includes a state-level data management component referred to as Judicial Data Management Services (JDMS). It is within the context of a JDMS system that the Trial Court Data Model, case activity reporting, and other data management capabilities will be expressed.

C. Judicial Data Management Services (JDMS)

1. Staff reported that a proposal for this project has been submitted to OSCA's senior management outlining several options for implementation; however, no final decisions on the implementation of this project have been made.
2. Staff informed members that the data collection effort and associated web-based reporting services for the FY2013-14 Foreclosure Initiative will be based on the proposed JDMS enterprise design. Staff believes that this initiative would serve as an excellent proof of concept for JDMS development with the added benefit of expanding the design to all case types in order to satisfy the requirements of Rule 2.225(a)(2).

D. FY2013-14 Foreclosure Initiative

1. The FY2013-14 Foreclosure Initiative and the associated Data Collection Plan were introduced to members. Although the CSWC is not specifically involved in this project, the initiative incorporates several aspects of the committee's work in the field, including:
 - i. the Trial Court Data Model;
 - ii. the Case Event Framework; and
 - iii. the computational methodology for the performance measures required by Rule 2.225(a)(2) adopted on Feb 1, 2013.

E. Uniform Data Reporting – Court Interpreters Data Collection

1. Recommendation VIII of AOSC11-45 directs TCP&A and CSWC with two modifications to the court interpreting statistics collected in the Uniform Data Reporting (UDR) system.
2. OSCA, TCP&A and CSWC staff met in May 2013 to begin work on Recommendation VIII. On May 31, staff began a survey of all OSCA units and Trial Court Administrators to help identify possible changes that may be necessary to the UDR system for court interpreting reporting as per VIII.2.
3. Staff is also taking the opportunity to evaluate other UDR reporting elements for possible modifications needed. If changes are needed, they will be brought before the CSWC.

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Item VII. Next Meeting

1. Staff presented possible dates for the next meeting, which will be an in-person meeting.
2. Staff will email members to determine their availability for the next meeting date and location.

12:30 pm Meeting Adjourned

Decision Needed:

1. Adopt the meeting minutes from 6/21/2013.

II.B. Judge Silvernail's Retirement

We regret to say that The Honorable J. Preston Silvernail has retired from the bench as of August 31, 2013. Judge Silvernail has had a very long career as a member of the Court Statistics and Workload Committee. Judge Silvernail has been a member since 1996 and as a non-member was active in Summary Reporting System and related data issues throughout the 1990s.

Judge Silvernail was a significant figure in the original 1999 Delphi-based Weighted Caseload Project that created the first Judicial Weighted Workload Model now used for the annual certification of additional judgeships. Judge Silvernail served prominently on the 40-person Delphi Policy Committee and later on the 100-person Delphi Judges Committee for that project.

Even when the CSWC was in hiatus, Judge Silvernail stood up and volunteered to help steer the Judicial Resource Study in 2005-2006, which updated the Weighted Workload Model. His experience and institutional knowledge of the case weight process was invaluable to the successful completion of that project. The Judicial Resource Study Workgroup, chaired by Judge Masters, was later reconstituted as the current Court Statistics and Workload Committee. Judge Silvernail notes that the CSWC has "changed for the better the entire measuring process for workload analysis."

This Committee and the court system are grateful for Judge Silvernail's long service.

II.C. Passing of Miriam Jugger

Our friend and OSCA colleague Miriam Jugger passed away unexpectedly on July 7 of this year after a brief bout with pneumonia. Miriam came to the OSCA in 2007 after a long tenure with the Leon County Clerk's Office. Miriam was a Senior Court Analyst II with her primary duties being SRS audits and training. She was very familiar with court operations and processes. Among other duties, Miriam helped staff the Court Statistics and Workload Committee. Her focus would often be on data quality issues, correct SRS reporting procedures and as liaison with the various clerk of court offices throughout the state. Miriam was the consummate professional. She was an excellent trainer and a resource on SRS information for clerk personnel. She will be sorely missed.

II.D. Welcome Kim Curry

Kimberly Curry joined the OSCA in July 2010. She came to the OSCA with twelve years of experience within the county courts in Leon County, where she worked as a Court Specialist III with the clerk's office. As a Senior Court Analyst II with OSCA, her position involves the review, auditing, and analyzing of the Summary Reporting System (SRS), Jury Management Pending Caseload and Parental Notice of Abortion reports. Kim joins CSWC staff as subject-matter expert in these areas.

Item III. Judicial Workload Model (Case Weight) Review

Introduction

Case weights are influenced by legislative mandates, court rules, court initiative, technology, evolving case precedent, case complexity, and the availability of supporting resources. In addition, data accuracy and availability can also affect the accuracy of case weights. Although Florida’s court system has not received additional judgeships since 2006, the case weights that form the cornerstone of the Judicial Weighted Workload Model must be reviewed and updated regularly to ensure the continued applicability of the model. Based upon experience in working with the workload model since 2000 and making efficient use of staff resources, the CSWC at its February 1, 2013 meeting directed OSCA staff to: 1) recalculate event proportions used to generate case weights for all case types; and 2) develop an adjustment modifier for the County Criminal and Misdemeanor Traffic division. This strategy will make certain that the workload model remains an accurate and viable mechanism for determining the need for additional trial court judges.

A. Recalculation of Event Proportions

By design, the individual case weights used to determine judicial workload can be decomposed into a set of smaller events that contribute to the “average” case weight in varying proportions. As shown in Figure 1, a judge may spend 697 minutes per trial in the serious crimes against person case type, but only 12 percent of all serious crimes against person cases involve a jury trial. Thus, over all cases, a judge is expected to spend about as much time on pre-trial motions as they will spend on jury trials (approximately 85 minutes) even though the judge will spend 697 minutes on a trial in those cases where a trial does occur.

**Figure 1:
 Serious Crimes Against Persons Case Type – Case Weight Calculation**

Event Type	Event Time (minutes)	x	Event Proportion	=	Contribution to Case Weight (minutes)
Preliminary Proceedings, Arraignments, Pleas	25	x	100%	=	25
Pretrial Hearings, Motions and Case Conferences	86	x	100%	=	86
Jury Trial	697	x	12%	=	85
Bench Trial	71	x	0.3%	=	0
Disposition	20	x	100%	=	20
Post Judgment Activity	62	x	66%	=	41
Case Related Administration	18	x	100%	=	18
Final Case Weight					275

Note: Totals may not be exact due to rounding.

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The event proportions as provided in Figure 1 change over time in response to many factors (i.e., case precedent, availability of supporting resources, etc.). Updating event proportions using current data will bring them in line with current practices. However, using one year of current data might not provide a reliable or stable indication of change. It is possible that conditions or events unique to any one specific year could unduly influence the event proportions (and case weights) that will be used in subsequent years when such conditions may cease to apply. Therefore, staff recalculated each event proportion based on the most recent three years of Summary Reporting System (SRS) statistics (fiscal years 2009-10, 2010-11, and 2011-12). In addition, like the 2007 Study, a weighted average with weights of 0.1, 0.3, and 0.6 were applied to fiscal years 2009-10, 2010-11, and 2011-12 to account for year-to-year variation in event proportions.

Similar to the 2007 JRS Study, detailed data needed to recalculate event proportions is not available for each case type. At the time of the 2007 JRS Study, the Judge Forum Group made reasonable estimates for case types lacking the data needed to calculate event proportions. For this current review of event proportions, staff retained the proportions adopted by the Judge Forum Group in 2007 for six case types (Drug Court, Juvenile Delinquency, Juvenile Dependency, Parental Notice of Abortion, DUI, and Civil Traffic). The event types lacking detailed data and the event proportions retained for this current review are displayed in Figure 2.

**Figure 2:
Event Proportions Retained from the 2007 JRS Study**

Case Type	Event Type	Event Proportion Retained
Drug Court	All Event Types	100%
Juvenile Delinquency	Post Judgment Activity	40%
Juvenile Dependency	Post Judgment Activity	72%
Parental Notice of Abortion	Bench Trial	100%
Parental Notice of Abortion	Post Judgment Activity	100%
DUI	Post Judgment Activity	25%
Civil Traffic	Bench Trial	2%

Lastly, each case weight was recomputed using the recalculated event proportions. A side-by-side comparison of the 2007 case weights and the recomputed **preliminary** 2013 case weights is presented in Figure 3. Also presented is a comparison of the FY 2014-15 change in judicial need for circuit court and county court based on the 2007 case weights and the recomputed preliminary 2013 case weights. The results show that the recalculated event proportions increased the statewide FY 2014-15 circuit court judicial need by 4.2 FTE (from -5.1 FTE to -0.9 FTE). In county court, the judicial need increased by 3.7 FTE (from 25.2 FTE to 28.9 FTE).

Figure 3: Comparison of FY 2014-15 Judicial Need Based on 2007 Case Weights and Recomputed 2013 Case Weights			
Division	Judicial Need Based on 2007 Case Weights (in FTE)	Judicial Need Based on Recomputed 2013 Case Weights (in FTE)	Number Change (in FTE)
Circuit Court	-5.1	-0.9	+4.2
County Court	25.2	28.9	+3.7

Decision Needed:

1. None: Preliminary results for information only.

B. Adjustment Modifier for the County Criminal and Misdemeanor Traffic Division

In 2012, the supreme court directed the Office of the State Courts Administrator (OSCA) to review the predicted judicial need arising from the use of the county court case weights adopted by the 2007 Judicial Resource Study Workgroup. Specifically, the Court requested the OSCA evaluate and propose an alternative methodology for determining the need for county court judges in large counties (i.e., Duval, Pinellas, Orange, Miami-Dade, Hillsborough, Palm Beach, Broward, and Lee).

During the initial review of the county court case weights, staff found that some large counties have routinely requested much less than what their predicted county court criminal need indicated. In fact, for the past 10 years some counties have requested less than 30 percent of their predicted county court judicial need. Staff presumes this may be due to courthouse space limitations, state attorney and public defender staff reductions, availability of general magistrates and hearing officers, and the case weights within the county criminal division.

It is important to note that as a statewide average, the adopted case weights used to calculate predicted judicial need do not provide an exact estimation of judicial need for each county, with actual workload falling either above or below the estimated workload. In particular, the actual time is dependent on case management operations and practices and will vary across counties. For example, some large counties may emphasize diversionary programs rather than traditional court management processes. Staff suspects that there may be differences in the way large counties handle county criminal cases, which reduce the accuracy of using statewide case weights in estimating judicial need. In order to assess the accuracy of the county criminal case

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weights, a review of the actual responses to the 2007 Judicial Resource Study case weight survey from large counties was conducted.

The focus of this analysis was first to determine whether the county criminal division event times reported by large counties through the 2007 Judicial Resource Study case weight survey were consistently lower than the state average. As a reminder, the 2007 Judicial Resource Study case weight survey was divided by division of court, case type, and event type, and participating judges were asked to estimate the actual time spent handling each type of case and type of event in their circuit.

To determine whether a difference exists between the large counties' event time responses and the state average, staff extracted data from the 2007 survey. As noted above, participating judges were asked for their estimates by circuit only. Therefore, to ensure accuracy in this analysis, staff excluded large counties within multi-county circuits and large counties containing outlier data. Ultimately, the survey responses from Miami-Dade and Hillsborough Counties were identified and used to represent all large counties.

The analysis found that large counties' average event time responses were in fact lower than the state average, creating an overestimate of the actual workload in large counties. With this in mind, staff proposes new county criminal division case weights for large counties based on the data extracted from the 2007 survey. The following table (Figure 4) displays the current case weights and proposed new large counties case weights for each county criminal case type. The current case weights will remain for small and medium counties.

**Figure 4:
Comparison of Current County Criminal Division Case Weights and
Proposed Large Counties Case Weight**

Type of Case	Current Case Weight (in minutes)	Proposed Large Counties Case Weight (in minutes)	Difference
Misdemeanor and Criminal Traffic	16	12	-4
Municipal and County Ordinance	4	3	-1
DUI	32	28	-4

Decision Needed:

1. Accept the County Criminal and Misdemeanor Traffic case weight modifier for use in the Judicial Weighted Workload Model.

Item IV. Status Reports

IV.A. Statutory and Rule Changes to Stalking Violence Reporting

On July 12, 2012 the supreme court issued opinion SC12-1205 { Amendments to the Florida Family Law Rules of Procedure } in response to Laws of Florida (LOF) 2012-153. The court's opinion SC12-1205 amends references throughout the Family Law Rules of Procedure from "*injunctions for domestic, repeat, dating and sexual violence*" to now read "*injunctions for protection against domestic, repeat, dating, sexual violence and stalking*." The court's opinion SC12-1205 did not state whether the clerks of court should report data from the petitions for injunction against stalking.

Since our June 21, 2013 meeting, no further activity has occurred on this matter.

IV.B. Case Event Framework

As discussed at our June 21, 2013 meeting, the Case-Event definitions adopted by the CSWC at our February 1, 2013 meeting were approved by the TCP&A and have been forwarded to the Supreme Court for adoption statewide. Please see Enclosure One for a copy of this transmittal.

The case event definitions and status categories establish a much needed framework for case event tracking in the trial courts. This framework is essential to:

- implement the Case-Event elements of the Trial Court Data Model;
- provide accurate case inventory and case aging reporting;
- support improved tracking and measurement of post-judgment judicial workload; and
- establish a more rigorous foundation from which to address the other issues discussed above.

Much of this framework represents conceptual refinements to case events, such as what it means for a case to be initiated or in open status, and will not require changes to existing reporting. The adoption of this framework does not require that any changes be made to existing reporting systems. By design, this framework is backwards compatible with existing uses of these terms throughout the state, which obviates the need for immediate, disruptive change. Therefore, it is not recommended that the court system attempt to retrofit these definitions to enforce immediate across the board changes to existing reporting systems.

Instead, it is recommended that the trial court system focus on incorporating this framework into current work, such as the FY2012-2015 Foreclosure Backlog Reduction Plan, and future data management projects. This approach will ensure uniformity among different data projects over time and allow the improvements resulting from specific projects to propagate outward to other

efforts. Changes are more obviously justified when tied to a concrete project. Further, targeted changes will minimize both cost and disruption associated with the requisite change. As this framework is incorporated into future data management projects, it is believed that most of the issues discussed in the previous section will be resolved.

Currently, staff is also evaluating the necessary changes to each area of the SRS Manual to incorporate the revised definitions. At this point, changes to the manual will be largely administrative in nature, making the language in the SRS Manual reflective of those used in the definitions. It is expected that some clerks of court, such as those who are currently reporting every post-judgment motion as a reopen, may have to modify their reporting process to report only one overlapping post-judgment motion. As recommended above, the implementation of these changes should be evaluated on a case-by-case basis.

IV.C. Judicial Data Management Services

The Judicial Data Management Services project was advanced as a component of the Integrated Trial Court Adjudication System (ITCAS) project and implements a state-level trial court data repository focusing on data management and analysis services for court managers. See the CSWC ITCAS Issue Summary dated November 19, 2012 for a more detailed discussion.

JDMS presents an opportunity for the court system, as an organization, to initiate a data management strategy specifically designed to support: 1) an enhanced adjudication process; 2) a more efficient use of court resources; and 3) a more effective justification of court activity through the use, collection and management of essential data across entities.

There have been no final decisions on the implementation of the JDMS project at this time. OSCA staff is currently developing a detailed project plan to guide work in the next few years. The availability of funding and manpower is a significant factor in the advancement of this project. OSCA staff has submitted a Legislative Budget Request for development of JDMS as an enterprise data management solution.

Data collection and associated web-based reporting services for the FY2013-14 Foreclosure Initiative is based on the proposed JDMS enterprise design. This project has provided several significant proofs of concept opportunities for JDMS development. The added benefit being ready design-expansion from foreclosure only, to all case types, in order to satisfy the requirements of Rule 2.225.

IV.D. Uniform Data Reporting - Court Interpreters Data Collection

As discussed at our June 21, 2013 meeting, Supreme Court Administrative Order AOSC11-45 IN RE: COURT INTERPRETING SERVICES IN FLORIDA'S TRIAL COURTS adopts a set of recommendations on standards of operation and best practices.

Recommendation VIII of AOSC11-45 directs TCP&A and CSWC to modify court interpreting statistics collected in the Uniform Data Reporting (UDR) system to capture the number of court interpreting hours (in quarter hour segments), by proceeding type and language, in addition to the number of events. These statistics should also be modified in order to be consistent with amendments to s. 29.004, Florida Statutes.

On May 31, staff initiated a survey of all OSCA units and Trial Court Administrators to help identify possible changes that may be necessary to the UDR system for court interpreting reporting. Due to the workload associated with the FY2013-14 Foreclosure Initiative, the modification to the UDR system has temporarily been put on hold.

IV.E. Performance Measures Required by Fl. R. Jud. Adm. 2.225(a)(2)

Due to the workload associated with the FY2013-14 Foreclosure Initiative, the case age simulation has temporarily been put on hold. However, the performance indicators calculated for the Foreclosure Initiative utilizes the approved methodology of the performance measures required by Rule 2.225(a)(2) for this one case type. Staff believes that this initiative may serve as an excellent pilot project that can later be expanded to all case types in order to satisfy the requirements of Rule 2.225(a)(2).

IV.F. FY2013-14 Foreclosure Initiative

The FY2013-14 Foreclosure Initiative is designed to reduce the number of backlogged foreclosure cases in the court system. To assist judges, judicial officers, case managers and other support staff in their efforts, three nationally recognized performance indicators have been adopted to assist in the monitoring of case activity within the initiative: time to disposition, age of active pending caseload, and clearance rates. These are exactly the measures for which the CSWC adopted a calculation methodology at our February 1, 2013 meeting.

On June 21, 2013, the supreme court issued AOSC13-28 IN RE: FINAL REPORT AND RECOMMENDATIONS OF THE FORECLOSURE INITIATIVE WORKGROUP, which directs circuits and county clerks of court to implement the recommendations of the Foreclosure Initiative Workgroup. The FY2013-14 Foreclosure Initiative Data Collection Plan has been issued and may be found on the OSCA web site at

**Commission on Trial Court
Performance & Accountability
Court Statistics & Workload Committee
Phone Conference
October 11, 2013**

http://www.flcourts.org/gen_public/funding/MortgageForeclosureCases.shtml. A copy of the workgroup's report may also be found at the same location.

Although the CSWC is not directly involved in this initiative, staff will keep members apprised of data collection and statistical reporting matters, as many are closely related to the past and present work of the committee. The data collection mechanism for the initiative:

- is built upon the Trial Court Data Model adopted by the supreme court from the TIMS report;
- incorporates the Case Event Framework approved by the CSWC and the TCP&A;
- utilizes the computational methodology adopted by the CSWC for the performance measures required by Rule 2.225(a)(2), and thus may be able to be expanded from mortgage foreclosures only, to all case types, in order to satisfy the requirements of this rule; and
- serves as proof of concept for several JDMS elements.

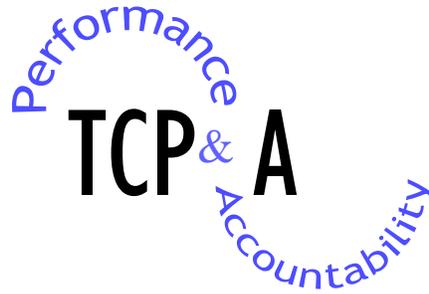
Decision Needed:

1. None: For information purposes only.

Item IV. Enclosure One

TCP&A Case Event Framework transmittal letter to the supreme court

Terry D. Terrell
Chair
Paul Alessandrini
Mike Bridenback
Brian J. Davis
Holly Elomina
Ronald W. Flury



Victor L. Hulstander
Gay Inskeep
Leandra G. Johnson
Kathleen J. Kroll
Ellen Sly Masters
Elizabeth A. Metzger
Diana L. Moreland

August 6, 2013

The Honorable Ricky L. Polston
Chief Justice, Supreme Court of Florida
Supreme Court Building
500 South Duval Street
Tallahassee, Florida 32399

RE: Request to Adopt Case Event Definitions in Support of Case Activity Tracking and Reporting

Dear Chief Justice Polston:

In accordance with the responsibilities delineated in AOSC12-25 In Re: Commission on Trial Court Performance and Accountability, I respectfully request approval of the Case Event Definitional Framework (Framework) as presented in Attachment One to this letter. This request is being submitted on behalf of the Commission on Trial Court Performance and Accountability (TCP&A). If approved, the Office of the State Courts Administrator (OSCA) will assist in establishing an implementation plan and the TCP&A, through the Court Statistics and Workload Committee (CSWC), will monitor the Framework's incorporation into the appropriate case activity tracking and reporting systems.

As background, the Framework was developed by the CSWC as part of their on-going work to improve the integrity of trial court data collection systems. The Framework provides standardized data definitions intended to enhance current definitions used for case reporting. The definitions are the same as what was approved for implementation of the foreclosure initiative per AOSC13-28, In Re: Final Report and Recommendations of the Foreclosure Initiative Workgroup. To be consistent with the actions taken under the

The Honorable Ricky L. Polston

August 6, 2013

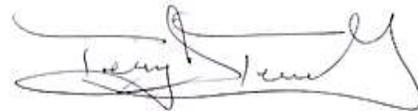
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foreclosure initiative, the TCP&A met on May 24, 2013 and approved moving forward with developing implementation plans in order to apply these definitions across all divisions of court.

Overall, the Framework provides enhancements to trial court case activity and judicial workload reporting. This will allow for more accurate case inventory and case aging reporting as required by Fla. R. Jud. Admin. 2.225(a)(2). The definitions will also assist in the tracking and measurement of post-judgment judicial workload.

On behalf of the TCP&A, I would like to commend the Honorable Paul Alessandroni, Chair of the CSWC, and the CSWC members for developing the Case Event Definitional Framework. Both the TCP&A and the CSWC believe it will provide judges and case managers with much needed data improvements to more effectively manage their case loads. The TCP&A stands ready to inform the circuits and assist with implementation of the Framework if approved by the Court. If I may be of further assistance in any way, please do not hesitate to contact me. Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry D. Terrell", written in a cursive style.

Terry D. Terrell

TDT/pjs/pah

Enclosure

cc: Commission on Trial Court Performance and Accountability Members
Court Statistics and Workload Committee Members
Lisa Goodner, State Courts Administrator
Blan Teagle, Deputy State Courts Administrator

CASE EVENT DEFINITIONAL FRAMEWORK

Case Event Framework¹

- **Filing event**: A filing event occurs when an action is brought before the court as the result of a petition, pleading, complaint or any other recordable² action sufficient to begin a case. This definition would include an arrest or summons or other action charging an individual with a crime, as well as the filing of any other document or action recorded with the court authorized to initiate a case. The initiation of a case by whatever means is referred to as a filing event.
- **Open case**: A case that has one or more issues outstanding that require active resolution by the court.
- **Disposition event**: A disposition event has occurred when a case is closed for court activity as a result of judicial decision, order or other recordable action that provides resolution, by the court, on the issues raised by and subsequent to the filing event.
- **Closed case**: A case that has had all issues raised by and subsequent to the filing event resolved and no further action of the court is required.
- **Reopen event**: A reopen event occurs when a motion, pleading or other recordable action occurs on a case that requires additional court activity after a disposition event has closed the case for court activity. Note that a reopen event involves at least one action and that additional post-judgment actions may occur before the case is reclosed.
- **Reopened case**: A case that has one or more post-judgment actions outstanding that require active resolution by the court.
- **Reclosure event**: A reclosure event occurs when the last (or only) post-judgment action has been resolved by judicial decision, order or other recordable action, thereby completing court proceedings on the issues raised by and since the reopen event occurred.
- **Reclosed case**: A reopened case that has had all post-judgment actions resolved and no further action of the court is required.

With the addition of these definitions, there are six statuses in which a case can be placed as the case moves from initiation to resolution:

¹ Version 1.0.3 2013/05/04

² Recordable, in this guideline, means those happenings relating to court activity that would appear on a court docket or otherwise require the making of an historical record by the clerk of courts in their official capacity.

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- **Active** - A case is considered in an active status when the court is engaged in activity directly related to the resolution of the specific matters and issues associated with the case.
- **Inactive** - A case is considered in an inactive status when court activity on that case is suspended pending resolution of an issue external to the court or that does not directly involve the court in resolving that issue; for example, awaiting the results of an appeal or the disposition of a related case. A case placed in an inactive status is not closed and does not need to be reopened when the case returns to active status, regardless of the length of time involved.
- **Closed** - A case is considered to be closed, or disposed, (that is, in a closed status) for court activity on the date of the judicial decision, order or other recordable action that provides resolution to the last (or all) of the matters brought before the court as a consequence of the filing event that initiated the case. The court, then, has no further action to take on the case.
- **Reopened Active** - A case will be considered to be in a reopened status (either active or inactive), from the date that the first post-judgment motion/pleading is filed or other action occurs that reopens a case for court activity (i.e. the reopen event) until the date of the last judicial decision/order resolving all overlapping court proceedings (i.e. the reopen closure event). Each period in which a case is reported as in a reopened status may involve one or more overlapping post-judgment actions. A case is considered to be in a reopened active status when one or more post-judgment actions are pending and the court is actively engaged in their resolution.
- **Reopened Inactive** - A case is considered to be in a reopened inactive status if the activity on all outstanding post-judgment actions is held in abeyance pending resolution of some issue external to the court or that does not directly involve the court in resolving that issue. In this circumstance, the court is not actively working to resolve the matter(s).
- **Reclosed** - A case that has had one or more post-judgment actions will be considered reclosed, or re-disposed, (that is, in a reclosed status) for court activity on the date of the judicial decision, order or other recordable action that provides resolution to the last (or all) of the matters brought before the court since the reopen event occurred. The court, then, has no further action to take on the case.

Additional Guidelines

For consistency in reporting, an event or status change is said to occur as of the date the order is signed, the clerk document date/time stamp or the electronic date/time stamp associated with the action as appropriate.

Recordable, in this guideline, means those happenings relating to court activity that would appear on a court docket or otherwise require the making of an historical record by the clerk of courts in their official capacity.

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The definition of the closure events (disposition and reopen) denote that the court has no further action to take on a case. This definition of closure does not indicate the clerk of courts has completed all of their required activity with regards to the case, only that the court has rendered judgment on the matters of the case and will take no further action on the case (excluding planned review or scheduled future action).

From the point of disposition, subsequent filings or other recordable actions will indicate that the case has been reopened. From an SRS reporting standpoint, a case reopen event represents a block of time in which one or more overlapping post-judgment actions, such as motions, petitions, or reviews, are being actively addressed by the court. When the last post-judgment action in that block is resolved, the reopen event is closed. SRS statistics will count those reopen blocks from reopen event to reclosed event and not the individual post-judgment actions that make up the block.

Thus, a reopen event moves a previously closed case into a reopened active status. This starts a reopen block for counting purposes. A subsequent, overlapping post-judgment action for a case already in reopened active status would not change the case's status. It simply becomes another matter to be resolved by the court for this reopen block. It is possible that activity on the case may stop due to circumstances out of the court's control. In this instance, the case remains reopened but the status would change to reopened inactive. Subsequent activity on the matters by the court would change the status back to reopened active, where it would remain until reclosed.

A case with only one pending post-judgment action (i.e. the case is either in reopened active status or reopened inactive status) will move the case into a reclosed status once all matters relating to that post-judgment action are resolved. A case with two or more pending post-judgment actions will stay in either reopened active status or reopened inactive status, as appropriate, until all the post-judgment actions submitted during that reopened block are resolved. At that point, the case is again closed and the case status is set to reclosed.

Example

A motion to reopen a case is filed on June 15. The case is placed in a reopened active status. On June 20, a second motion for modification is filed. On June 23, the first motion is disposed. The case remains in a reopened active status because the second motion has not been resolved. On July 3, the second motion is resolved and the case is placed in a reclosed status. If another motion is filed subsequent to July 3, say on July 15, the case would then be returned to reopened active status, pending resolution of that filing.

Item V. Next Meeting

V.A. Possible Dates

- Friday, January 24th
- Thursday, January 30th
- Friday, January 31st

V.B. Location

- Tampa, FL?

Decision Needed:

1. Please email availability to Shelley Kaus at kauss@flcourts.org no later than November 1st, 2013.