

**Minutes**  
**Court Statistics & Workload Committee Meeting**  
**February 1, 2013**  
**Wyndham Hotel**  
**Tampa, FL**

**The Honorable Paul Alessandroni, Chair**

**9:00 am Meeting convened**

10 of 16 members in attendance:

The Honorable Paul Alessandroni, The Honorable G. Keith Cary, The Honorable David H. Foxman, The Honorable Ilona M. Holmes, The Honorable Shelley J. Kravitz, The Honorable Ellen S. Masters, The Honorable Barbara T. Scott, Mr. Philip G. Schlissel, Ms. Kathleen R. Pugh, & Mr. Fred Buhl

Members absent:

The Honorable J. Preston Silvernail, The Honorable Sharon Robertson, Mr. Grant Slayden, Mr. David Trammell, Ms. Holly Elomina, & Ms. Diane Kirigin

Staff in attendance:

Greg Youchock, P.J. Stockdale, Shelley Kaus, & Miriam Jugger

**Item I. Opening Remarks and Introductions**

**Item II. Approval of Previous Meeting Minutes**

- A. Members voted (unanimously) to approve the minutes of 10/19/2012 meeting.

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**Item III. Status Reports**

- A. Update to Statutory and Rule Changes to Stalking Violence Reporting
  - 1. Staff updated members on the status of this potential change to reporting, which is currently still pending response from the supreme court.
  
- B. Trial Court Integrated Management Solution (TIMS) Project Report
  - 1. Staff informed the members that the TIMS project report was submitted to the supreme court in December of 2012. A copy of the report was emailed to committee members in January of 2013.
  - 2. The Integrated Trial Court Adjudicatory System (ITCAS) project, which is a smaller version of the Court Data Management Framework developed by the CSWC for the TIMS project, was discussed.
  
- C. Judicial Data Management Services
  - 1. The Judicial Data Management Services (JDMS) component of the ITCAS project, which focuses on data and analysis services for court managers, was discussed.
  - 2. Staff informed the members that the scope of ITCAS and JDMS are still being developed. Staff will keep the members informed of which project duties become the CSWC's responsibility.

**Item IV. Reopen/Reopen Closed Definitions**

- A. Approval of definitions and guidelines
  - 1. Staff presented the latest version of the working definitions developed by the committee. Staff also provided the responses received during the comment period from May through June, 2012.
  - 2. Members suggested changing the term "Reopened Closed" to "Reclosed".
  - 3. Members voted (unanimously) to adopt the definitions amended with the "Reclosed" terminology change.
  
- B. Incorporating Definitions and Guidelines into SRS Manual
  - 1. Staff explained that the new definitions are compatible with the SRS Manual, except for the SRS category of Juvenile Dependency.
  - 2. Staff recommended exempting Juvenile Dependency cases from the new reopen definitions until the time the Office of the State Courts Administrator (OSCA) is ready to bring capturing cases status into production.
  - 3. Members expressed dissatisfaction with the current Juvenile Dependency reporting process and a desire to improve this area of reporting.
  - 4. A workgroup to examine the current Juvenile Dependency reporting process and evaluate the implication of various changes was suggested.
  - 5. Members voted (unanimously) to incorporate the necessary language changes to the SRS manual once the Reopen definitions are officially implemented (with the new "Reclosed" terminology change).

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6. Members voted (unanimously) to open dialogue with the clerks of court and the Florida Court Clerks and Comptrollers for coordination of implementation with a recommended 18-month timeline for implementation.
7. Members voted (unanimously) to exclude Juvenile Dependency from reopen changes for the time being.
8. Members voted (unanimously) to create a workgroup charged with improving Juvenile Dependency reporting, with Judge Masters as chair, and to appoint staff and experts to the workgroup.

**Item V. Judicial Weighted Workload Model Review**

A. Background

1. Staff briefed the members on the history of the weighted case model. Links to the full reports and studies were provided in the meeting materials.

B. Strategy and Options

1. Staff presented several options for the FY 2012-2013 review, and discussed the results and implications of the last review that was completed in FY 2006-2007.

C. Staff Recommendations & Committee vote

1. Members voted (unanimously) to recalculate the event proportions. (Option #1)
2. Members voted (unanimously) to develop an adjustment modifier based on actual need compared to predicted need for large circuits for misdemeanor and criminal traffic. (Option #4a)

**Item VI. Performance Measures Required by Judicial Management Council**

A. Background

1. Staff provided an introduction to the charge of the Judicial Management Council from the revised Fl. R. Jud. Adm. 2.225(a)(2).
2. The four measures required to be collected were outlined and discussed.

B. Methodology for Computing Measures

1. Staff provided the national standards corresponding to the JMC measures, which are from the *CourTools* evaluation product of the National Center for State Courts (NCSC).
2. Staff advised that OSCA has the means to compute measures (i) number of cases and (iv) clearance rates, but that they do not currently have the means to calculate (ii) aged inventory of cases and (iii) time to disposition.
3. Staff discussed that the reopen definitions and case status guidelines approved in this meeting provide a reporting framework consistent with the NCSC standards for capturing the status of a case. Staff advised that all of the JMC

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measures include the reporting of cases in a reopen state as part of their calculus.

4. Members voted (unanimously) to adopt the methodology outlined in the SRS Manual for computing measure (i) number of cases filed, and the methodology outlined in the NCSC *CourtTools* measures 2, 3 and 4 for computing JMC measures (ii), (iii) and (iv) respectively.

C. Collection Plan for Missing Data

1. Staff advised that three (3) pieces of data are necessary to compute these statistics:
  - i. Date of status change
  - ii. Type of status change
  - iii. Reclosure dateA fourth piece is optional but recommend:
  - iv. Reason for inactivity
2. Members and staff discussed methods for collecting data and the timeline for doing so.
3. Members voted (unanimously) to: 1) adopt the recommendation that OSCA opens a dialogue with various clerks of court and the Florida Court Clerks and Comptrollers, and 2) establish a practical plan for the collection of necessary data that minimizes both disruption and cost (i.e., see what fields can be added or repurposed), with a recommended timeline of 18 months.
4. Members voted (unanimously) to adopt the recommendation to include all 4 discussed data elements in this round of requested modifications.
5. Members voted (unanimously) to: 1) adopt the recommendation that OSCA should continue to monitor the ITCAS project and its components for opportunities to develop these and other performance measures from these systems, and 2) recommend the OSCA should request changes as necessary to the appropriate development teams of these projects that would facilitate the collection of data necessary for these measures.
6. Members voted (unanimously) to adopt the recommendation that OSCA conduct a series of simulations to ascertain the conditions and constraints under which case age measures may be used and interpreted given the current limitations of the data.

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**Item VII. Next Meeting**

1. Staff presented possible dates for the next meeting, which will be a phone conference. The time and duration of the phone conference was discussed.
2. Staff will email members to determine their availability for the next meeting date.

**2:17pm Meeting adjourned**