



## Minutes of August 20, 2020 CCOC PIE Meeting

Approved by the PIE Committee on 1/19/21.

The Performance Improvement and Efficiencies Committee of the Clerk of Courts Operation Corporation (CCOC) held a meeting via WebEx on August 20, 2020. An agenda and materials were distributed in advance of the meeting and posted on the CCOC website. Provided below is a summary of staff notes from the meeting. These staff notes are designed to document committee action, not to be a full record of committee discussions. All motions adopted by the committee are in **bold** text. All action items based on committee direction are in **red** and **bold text**.

### 1. Agenda Item 1 – Call to Order and Approve Agenda

The meeting was called to order by Clerk Laura Roth, Chair of the PIE Committee. Douglas Isabelle, Deputy Executive Director called the roll.

Present for meeting conference call: Clerk Cooney, Clerk Green, Clerk Moore Russell, Clerk Rogers, Clerk Rooks, Clerk Spencer, Clerk Timmann, and Clerk Vick

Absent from conference call: Clerk Doggett, Clerk Eaton

**A motion was made to approve the agenda by Clerk Timmann and seconded by Clerk Vick. The motion was approved with no objection.**

### 2. Agenda Item 2 – Approve Minutes from 2/5/20 Meeting

**A motion to approve the minutes from the February 5<sup>th</sup>, 2020 meeting was made by Clerk Spencer and seconded by Clerk Rooks. The motion was approved with no objection.**

### 3. Agenda Item 3 – Review Proposed Case Weight Change

Doug Isabelle explained that the proposed weight change of civil traffic cases would change to 1.5, and if not adopted, will remain at 3. Doug provided an overview and history for the calculation of 1.5 from 3, which was originally established in 2016. Clerk Roth reviewed the 1.5 weight and stated that the Budget Committee is using this weight to determine new Peer Groups. Clerk Roth opened the floor for discussion.

Clerk Timmann asked how the high dismissal rate was taken into account in this calculation. Mr. Isabelle replied that this calculation does not include the number of dismissals. The volume of statewide dismissals isn't present, but very evident in the southeast region. Clerk Timmann replied that she believes there is a workload difference for a case that is dismissed versus one that goes onto a payment plan. Mr. Isabelle assured her that this calculation was created amidst comparing other case types as well.

Clerk Roth explained that the current case weight is 3, and the suggestion to move to 1.5 will provide better balance in case weights. Clerk Green stated that depending on local practices, the weight should be applied on the workload within that county. Some counties have zero workload, while others higher. Clerk Timmann suggested a base budget concept, with layers that vary upon workload volume. Clerk Vick replied that all workloads for this case type went into consideration in the calculation of this new weight.

Clerk Roth explained that there is more work to be done on case weights. Mr. Isabelle replied that there are more recommendations from the workgroup on other case weights as well. Clerk Moore Russell stated that the case weight at hand was civil traffic and not criminal traffic.

Clerk Green stated that when the first payment plans were enacted, case weights were not as prevalent. She explained that she supports the 1.5 weight change but agreed that more case weight changes will continue to arise. Clerk Moore Russell stated that the legislature required clerks to do Operation Green Light.

**Clerk Vick made the motion to adopt the 1.5 case weight for civil traffic cases and the motion was seconded by Clerk Spencer. Seeing no objections, the motion was adopted unanimously.**

4. Agenda Item 4 – Quarter 3 Performance Measures and Action Plans Report

Mr. Isabelle stated that the report is posted to the website. Quarter 3 has revealed 48 clerks needed action plans for collections, 8 for not filing timely, and 6 for not docketing timely. This has shown improvement over the prior quarter.

No clerks had any action plans for the jury, as due to COVID-19, few juries were summoned.

5. Agenda Item 5 – Other Business

The next meeting would be past mid-October, and other case weights as well as performance measures will be discussed. Clerk Green asked that one more thing be added for the committee to be brought back to the table. She recalled compliance efforts, compliance certifications, and potentially with a recommendation to the

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Budget Committee. Mr. Isabelle stated that he would bring Clerk Roth up to speed on these matters.

Clerk Moore Russell requested that not the total amount of collections, but how much effort put into collections be noted in the case weight calculations. Clerk Green agreed that activity should be tracked throughout the calculation process. She stated that if these weights are implemented, dollars will come in.

Jason Welty stated that Budget Committee work and Legislative Committee will continue to work, as the legislature sees no problem doing so. Until the impact is shown, no momentum will be gained toward statewide advocacy for the weights. He suggested that the true problem is how much is being supplemented by other sources.

Clerk Vick stated that 2-3 years ago, this exercise was gone through, and Clerks submitted real data, licenses suspended, and staff trained improperly, which showed a real-life impact on the changes. Clerk Green asked if the committee will take up and identify if the weights are reflective of effort.

Regarding Court Services Framework, Clerk Vick stated that it has been done before. Clerk Green agreed.

Mr. Welty state that in the 2015-16 Budget Request, specifics were requested that forced counties to do things that other counties do more regularly. He reminded all that the legislature reacts to what all do at the end of the day. He stated that the legislative focus should be placed on healthcare and education, while justice areas are left behind. These make up 5 Billion of 91 Billion, reaching 5.5% of the state's total budget. For general revenue, this is a battle against a small group. He stated that clerks must show that all can meet the expected performance standards.

The meeting was adjourned at 2:54 PM.

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