Structure of Office of Trial Court Administrator -- Vicinage Table of Organization -- Vicinage Information Technology Manager

Directive # 2-00 February 9, 2000
(Amending Directives
#9-90 and #7-97)
Issued by: Richard J. Williams
Administrative Director

In April 1999 the Judicial Council recommended establishment in each vicinage of a Information Manager at the level of a division manager (Court Executive 2). At its January 27, 2000 meeting, the Judicial Council approved the report of a working group on the new position that was endorsed by the Administrative Council.

In accordance with that approval, Chief Justice Poritz has authorized amendment of the two earlier directives on the Vicinage Table of Organization and Trial Court Administrator's office structure (Directive #9-90 and #7-97). The amendment to the prior directives creates a ninth Division Manager position in each vicinage. The nine Division Managers, who all report to the Trial Court Administrator (and, for the first four, also to their respective Presiding Judges) are as follows:

? Civil Division Manager
? Criminal Division Manager
? Family Division Manager
? Municipal Division Manager
? Vicinage Chief Probation Officer
? Finance Division Manager
? Human Resources Manager
? Vicinage Information Technology Manager
? Operations Manager

A full copy of the working group's report is attached. It calls for each vicinage to prepare an implementation plan for the establishment and filling of the new managerial position. Please submit that implementation report to me by April 7, 2000.

EDITOR'S NOTE

This directive amends Directives #9-90 and #7-97. The report referenced in the directive is not attached.