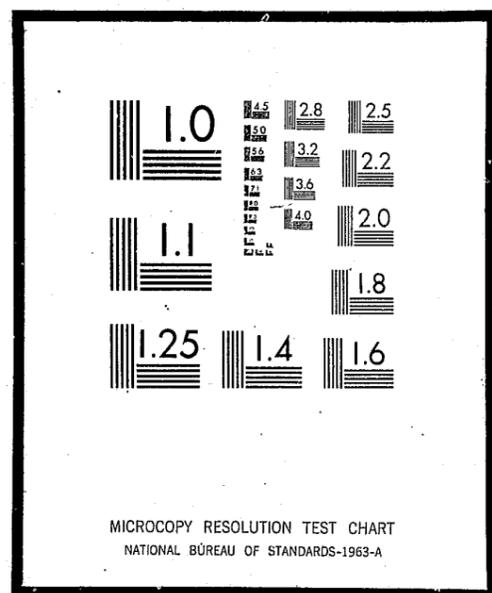


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U.S. DEPARTMENT OF JUSTICE
LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE
WASHINGTON, D.C. 20531

Date filmed 12/3/75

THE CRIMINAL COURTS
TECHNICAL ASSISTANCE
PROJECT:—AN OVERVIEW

Criminal Courts Technical Assistance Project
The American University Law School
2139 Wisconsin Avenue, N.W.
Washington, D.C. 20007
Telephone no. 202/686-3800

Law Enforcement Assistance Administration Contract Number: J-LEAA-043-72

TABLE OF CONTENTS

	<u>Page</u>
INTRODUCTION	1
SUMMARY DATA ON TECHNICAL ASSISTANCE ACTIVITIES THROUGH MAY 31, 1974.	4
SUMMARIES OF REPRESENTATIVE TECHNICAL ASSISTANCE ASSIGNMENTS	6
LIST OF COMPLETED TECHNICAL ASSISTANCE REPORTS	16
TABULATION OF CLIENT EVALUATION OF TECHNICAL ASSISTANCE ACTIVITIES.	31
LEAA INFORMATION BULLETIN DESCRIBING PROCEDURES FOR TECHNICAL ASSISTANCE REQUESTS	32

INTRODUCTION

The Criminal Courts Technical Assistance Project is conducted under a contract between The American University and the Law Enforcement Assistance Administration. The University was awarded an initial 12-month contract in July, 1972, which was subsequently extended through September, 1974 with a cumulative funding level of \$650,000. The Technical Assistance Project is housed in the Institute for Studies in Justice and Social Behavior, the research arm of The American University Law School. It is a joint effort of the Institute and the University's Center for the Administration of Justice. Functionally, the project is a service arm of the Office of National Scope Programs, in the national LEAA office.

The objective of the Technical Assistance Project is to provide expert advisory services to state and local courts, prosecutor offices, agencies providing defense services to indigent defendants and criminal justice planning agencies. This is carried out through two means:

1. by making available the personal services of appropriate specialists for on-site work in a client jurisdiction; and
2. by documentation and dissemination of technical assistance experiences for their potential utility in other jurisdictions.

To carry out these responsibilities the project has four full-time staff members and an open roster of individual and organizational consultants with demonstrated expertise in virtually every aspect of court and court-related

operations. The staff and consultants are available to respond to technical assistance requests that are forwarded to the project through the SPA and the Regional and national LEAA offices.

The caliber and diversity of technical expertise available to the project makes it a valuable resource for state court systems and planning agencies. At the same time, however, the project's nationwide mandate and relatively limited financial resources require judicious limitations on the scope of proposed technical assistance assignments. Therefore, while technical assistance can be utilized for planning, evaluation, feasibility studies, training, implementation, problem identification, etc., in just about any substantive area, the objectives of the assignment should be attainable with a relatively short-term effort for it to be an appropriate technical assistance assignment. Generally, a level of consultative effort not in excess of 10 man-days would be considered "short-term".

The degree to which the "short-term" requirement is flexible may depend on other factors. For example, if the technical assistance services requested have potential state-wide impact (e.g., court reorganization, drafting or implementation of new legislation, state plan development); or will result in a replicable model for other jurisdictions within the state (e.g., architectural planning); or involve a substantive area of national interest (e.g., diversion programs); then the man-day level may be substantially increased. As a point of reference in monetary terms, the average cost in consultants' fees and expenses per technical assistance assignment for the project's first 90 assignments was approximately \$2300.

Technical assistance is provided at no cost to the client, whether it be a court agency or an SPA office. The cost of consulting fees, travel expenses and other expenses incidental to the delivery of technical assistance services are borne by the project.

The material in this pamphlet is intended to give an overview of the activities, subject areas, products, approach and client reaction to the Technical Assistance Project at The American University. Please feel free to contact the project office for additional information about the project or specific technical assistance activities in which it has been engaged.

Technical Assistance Project Contact People:

Greg Brady--Project Monitor; Technical Assistance Division--LEAA (202/386-3222)

Joseph Trotter--Director; Courts Technical Assistance Project--The American University (202/686-3800)

Caroline Cooper--Technical Assistance Specialist; Courts Technical Assistance Project--The American University (202/686-3800)

Wm. Trencher--Research Associate; Courts Technical Assistance Project--The American University (202/686-3800)

Nancy Syntax--Research Assistant; Courts Technical Assistance Project--The American University (202/686-3800)

THE AMERICAN UNIVERSITY CRIMINAL COURTS TECHNICAL ASSISTANCE PROJECT

Summary of T/A as of October 31, 1974

Status of Requests:

Requests Received	--	182
Requests Withdrawn	21	
Assignments Completed	153	
Assignments in Progress	3	
Site Visits Scheduled	0	
Pending Scheduling	5	
	<u>182</u>	<u>182</u>

Status of Trip Reports:

Assignment Completed	--	153
Report Sent to R.O.'s and Clients	140	
Reports Being Reviewed by Project Staff	5	
Reports Not Yet Received	8	
	<u>153</u>	<u>153</u>

Requests by Regions:

	<u>Pending</u>	<u>Scheduled</u>	<u>On-Site or In-Progress</u>	<u>Completed</u>	<u>With- drawn</u>	<u>TOTAL</u>
I	--	--	--	5	1	6
II	--	--	--	12	2	14
III	1	--	1	19	1	22
IV	--	--	1	31	5	37
V	1	--	--	21	1	23
VI	2	--	1	19	2	24
VII	1	--	--	10	1	12
VIII	--	--	--	13	2	15
IX	--	--	--	10	2	12
X	--	--	--	13	4	16
	<u>5</u>	<u>0</u>	<u>3</u>	<u>153</u>	<u>21</u>	<u>182</u>

CRIMINAL COURTS TECHNICAL ASSISTANCE PROJECT

Summary of Activities by Subject Area
August 1, 1972 - April 30, 1974

<u>SUBJECT AREA</u>	<u>Number of Requests Handled/Accepted</u>
Court Administration	40
a. Personnel	(4)
b. Juror Utilization	(3)
c. Management & Functions. Organization & Procedures	(18)
d. Calendaring	(3)
e. Reporting/Transcription	(6)
f. Rules: Development & Review	(1)
g. Records	(5)
Computerized Information Systems	8
Judicial Reorganization/Statutory Review	11
Prosecution	7
Public Defender	17
Pre-Trial Release	3
Sentencing/Probation	3
Education/Training	4
Program Planning/Evaluation: State/ Regional/Local	14
Architectural Planning & Space Utilization	22
Judicial Research/Library Resources	4
TOTAL	133

STUDY AND RECOMMENDATIONS FOR
KENTUCKY STATE-WIDE PUBLIC DEFENDER SYSTEM

JURISDICTION:

State of Kentucky

REQUESTING UNIT:

Kentucky State Public Defender's
Office

DATE OF TECHNICAL ASSISTANCE REPORT:

February 5, 1973

AREA OF TECHNICAL ASSISTANCE:

Recommendations for a state-
wide public defender system

CONSULTANT(S):

National Legal Aid & Defender
Association:
Rollie R. Rogers
Professor Shelvin Singer

SUMMARY OF TECHNICAL ASSISTANCE:

On March 8, 1972, the Kentucky General Assembly established a state-wide public defender system to be administered by an independent state agency, the Office of Public Defender. Under this legislation each judicial district could determine, to some extent, its own public defender system. Technical assistance was requested to review this public defender legislation and advise the Public Defender and other officials as to the most feasible way of accommodating the requirements of both urban and rural jurisdictions for defense services.

A technical assistance team, coordinated by the National Legal Aid and Defender Association and comprised of Professor Shelvin Singer, Acting Chief of the Cook County Public Defender Appellate System, and Rollie R. Rogers, Colorado State Public Defender, conducted a one-week field investigation in Kentucky. Conferences were held with officials of numerous agencies involved with or affected by the provision of public defender services in the state: the state public defender staff, local public defender officials, deans of local law schools, the President of the Louisville Legal Aid Society, officials from the state planning agency and attorneys for a local HEW Child Advocacy Council. Local financial and personnel resources as well as recent research and experience in other jurisdictions were considered in making recommendations regarding the organization of state-wide defender services. These recommendations called for the establishment of an organized Defender Office to serve all areas of Kentucky, with a full-time attorney staff. The consultants also suggested interim measures to be utilized, where necessary, until this system could be put in effect state-wide. In addition, the implementation phases for the public defender legislation were outlined in detail along with suggested legislative amendments and budgetary requirements.

State of Kentucky
page 2

DEVELOPMENTS SUBSEQUENT TO PROVISION OF TECHNICAL ASSISTANCE:

Within a month following submission of the report, local officials had applied for as SPA grant to establish the recommended regional offices, training programs and appellate services. The grant was approved and the technical assistance recommendations are now being implemented.

DEVELOPMENT OF DATA PROCESSING ACTION PLAN
FOR THE 21st AND 22nd CIRCUITS OF MISSOURI

JURISDICTION:

St. Louis City & St. Louis
County, Missouri

REQUESTING UNIT:

Missouri Regional Justice Information
System Project on behalf of 21st and
22nd Circuit Courts

DATE OF TECHNICAL ASSISTANCE REPORT:

October, 1972

SUMMARY OF TECHNICAL ASSISTANCE:

In August 1972, the 22nd Circuit Court (City of St. Louis) and the 21st Judicial Circuit (St. Louis County) agreed to coordinate their respective efforts at development of computerized court information systems. They requested the director of the Regional Justice Information System (REJIS), a project of the Missouri Law Enforcement Assistance Council, to assist them in developing a cooperative regional plan of approach for this joint effort. The REJIS director sought outside technical assistance under the auspices of the Courts Technical Assistance Project for this purpose. Although the scope of work necessary for this assignment exceeded the established cost limits for individual technical assistance assignments, the potential impact of the proposed plan, as well as the willingness of REJIS and the National Center for State Courts to underwrite a portion of the costs, justified an exception for this assignment.

A 7-man technical assistance team, working with the director of the Regional Justice Information System, developed a data processing action plan for the 21st and 22nd Circuit Courts which would make use of the various existing automated systems of the 21st and 22nd Circuit Courts and provide for the development of a comprehensive Courts Information System, useable on a "stand alone" basis with potential for integration with REJIS and interface with the Missouri Uniform Law

AREA OF TECHNICAL ASSISTANCE:

On-Line Computer System
Implementation Plan

CONSULTANT(S):

National Center for State Courts;
Ernest H. Short, Francis J. Taillefer,
Larry P. Polanski, Thomas F. Lane,
Dean C. Merrill, Glenn E. Staats,
Charles F. Lammers, and Alan A. Hamilton.

St. Louis City &
St. Louis County,
Missouri
page 2

Enforcement System (MULES). The plan which developed was a product of interviews with numerous court-related officials as well as an extensive review of written material relating to the courts and to judicial information processing. Numerous aspects of the computerized information system development plan were amplified in the consultants' report: project direction and control, priorities for system development and operation, security, estimated time and money for systems software development, suggested output reports, and interfaces with other agencies and systems.

DEVELOPMENTS SUBSEQUENT TO PROVISION OF TECHNICAL ASSISTANCE:

In November 1972, the State Court Data Processing Committee, chaired by Missouri Chief Justice James A. Finch, Jr., unanimously adopted the regional development concept as outlined in the consultant's report. On March 13, 1973, representatives from each court met and agreed to hire a project director for the development of the information system outlined by the consultants.

LETTER REPORT:
THE REPORT OF MEETING WITH
NASHVILLE POLICE DEPARTMENT OFFICIALS
TO ESTABLISH A LIAISON OFFICER PROGRAM

JURISDICTION:

Nashville, Tennessee

REQUESTING UNIT:

Office of the District
Attorney General
Nashville, Tennessee

DATE OF TECHNICAL ASSISTANCE REPORT:

December, 1972

SUMMARY OF TECHNICAL ASSISTANCE:

As part of a previous technical assistance effort representatives from the Davidson County, Tennessee District Attorney's Office visited the State's Attorney in Montgomery County, Maryland. During this visit they learned of the Police Liaison Officer program for the State's Attorney's Office and talked with Sgt. Thomas Hardisty, the liaison officer. The Tennessee officials were very interested in establishing such a program in Nashville, and requested the Court Technical Assistance Program to sponsor a visit by Sgt. Hardisty to Nashville to explain the development and operations of the Montgomery County Program.

Sgt. Hardisty visited Nashville on January 13, 1973 at which time he discussed the operation and experiences of the Police Liaison Officer program with Nashville police and prosecutorial officials and advised them on the establishment of such a program. He offered recommendations as to qualifications of the liaison officer as well as detailed some of his responsibilities such as reviewing police reports, getting deficient work accomplished by notifying the deficient officer's immediate supervisor, determining lists of witnesses needed for each case, etc.

At the conclusion of the meeting, the Chief of the Nashville Police, Hugh Mott, approved the implementation of the Liaison Officer program between his department and the Attorney General's office. It was anticipated that Sgt. Hardisty would return to Nashville at a later date to assist in setting up the Police Liaison Office Program when an officer was selected for the assignment.

AREA OF TECHNICAL ASSISTANCE:

Police-Prosecutor Liaison Program

CONSULTANT(S):

Sgt. Thomas Hardisty

Nashville, Tennessee
page 2

DEVELOPMENTS SUBSEQUENT TO PROVISION OF TECHNICAL ASSISTANCE:

On February 26, Nashville Police Chief Mott appointed Sgt. E. Leon Stromatt as the Liaison Officer with the District Attorney-General's office. Sgt. Hardisty was requested to return to Nashville to provide additional technical assistance in launching the Liaison Officer Program.

Nashville officials anticipate that a return visit by Sgt. Hardisty might be necessary to develop the Liaison Officer Program and should such a request be made, Technical Assistance will be provided.

PRELIMINARY REPORT ON THE DEVELOPMENT
OF AUTOMATED TRACKING SYSTEM FOR
ALCOHOL SAFETY ACTION PROJECT
(ASAP)

JURISDICTION:

Fairfax County, Virginia

REQUESTING UNIT:

Alcohol Safety Action Project,
Fairfax County Court, Virginia

DATE OF TECHNICAL ASSISTANCE REPORT:

April 9, 1973 (preliminary)

AREA OF TECHNICAL ASSISTANCE:

Development of Tracking System
for defendants

CONSULTANT(S):

Mr. Geoffrey Corbett
Mr. Thomas McCahill

SUMMARY OF TECHNICAL ASSISTANCE:

The Fairfax County Alcohol Safety Action Project (ASAP), a joint effort on the part of the county police and probation departments to reduce traffic accidents related to alcohol, handled a caseload 2,000% greater than anticipated during its first year of operation. Technical assistance was requested in the development of an ADP tracking system for defendants referred to the program, to enable the ASAP staff to maintain knowledge of the status of each client and to collect and analyze information related to the overall effectiveness of the project. The technical assistance team assigned to this project consisted of Geoffrey Corbett, who has had extensive experience in the field of crime statistics and analysis, and Thomas McCahill of the Philadelphia Office of Treatment Alternatives to Street Crime (TASC) a diversion program similar to ASAP except for its focus on drug addiction.

On March 9, 1973 the consultants met with ASAP staff; Probation Office representative as well as representatives from the Fairfax County Court, and Police Management Information System all of whom supported the idea of developing a tracking system for alcoholic diversion. During this one-day meeting, the consultants evaluated the information needs of the ASAP staff, the available resources for developing and maintaining the tracking system, as well as the distribution of the system, the desired output, and specific elements to be included in the system. A preliminary report has been submitted.

Fairfax County, Virginia
page 2

Pending their review of the consultants' report and recommendations, additional technical assistance is available to implement system development.

DEVELOPMENTS SUBSEQUENT TO PROVISION OF TECHNICAL ASSISTANCE:

The consultants' recommendations have been reviewed by Fairfax County authorities and will be implemented as soon as funds are made available.

A STATEMENT ON FACILITY NEEDS FOR
THE PROPOSED JUDICIAL BUILDING WITHIN
THE CRIMINAL JUSTICE COMPLEX

JURISDICTION:

St. Thomas, U.S. Virgin Islands

AREA OF TECHNICAL ASSISTANCE:

Judicial Facility Planning

REQUESTING UNIT:

Attorney General of the Virgin
Islands

CONSULTANT:

Space Management Consultants, Inc.

DATE OF TECHNICAL ASSISTANCE REPORT:

June, 1973

SUMMARY OF TECHNICAL ASSISTANCE:

Upon the initiative of the Attorney General of the Virgin Islands, technical assistance was requested to provide a comprehensive study of the court system of the Virgin Islands and to make recommendations regarding the building of a court facility in a proposed public safety complex for the district of St. Thomas-St. John. Since the scope of this request was beyond the resources of the project, Virgin Island officials refined the study to focus only on the architectural element. Space Management Consultants, Inc. was designated consultant for this effort with a two-fold objective: (1) to determine the facility needs of the Municipal Court, and (2) to prepare a preliminary facility program for the design of a new Municipal Court facility as an integral part of the proposed Criminal Justice Complex housing all functions of the Territorial criminal justice agencies on St. Thomas. In addition, the architects were instructed to collaborate with the other consultants currently conducting facility program studies for the Island's Police Division and Division of Corrections to formulate an integrated facility program for the Criminal Justice complex.

Subsequent to initiating the on-site work, it became apparent to the consultants that the scope of work involved was substantially beyond that originally agreed upon. This expanded effort was due to the necessary analysis of facility needs of the proposed territorial and family courts, Public Defender office, probation offices and other agencies to be housed in the Public Safety Complex and which had to be taken into consideration in formulating the integrated facility program. To finance this expanded scope, local funds were made available by the Virgin Island Law Enforcement Commission to supplement the technical assistance allocation.

The report of this assignment indicated that the existing Municipal Court facilities were inadequate and that a new integrated facility be constructed to accommodate the Judicial Department - including the Municipal Court, the Family Division Court, the Court Administrator's Office, the Court Clerk's Office and the Law Library. The consultants recommended that certain ancillary offices of court-related departments such as the Police Division and Public Defender's Office be located within the judicial facility while other court-related offices such as the Legal Aid's Office be outside the facility but in close proximity to it. In addition, they provided a specific format for the location of all court-related departments within the proposed judicial complex. These recommendations were based upon the functional relationships of these various offices. Space needs and cost estimates were provided for the component aspects of the Court Functions and Court-Related Functions as well as the requisite parking facilities involved.

DEVELOPMENTS SUBSEQUENT TO PROVISION OF TECHNICAL ASSISTANCE:

N.A.

THE AMERICAN UNIVERSITY
 CRIMINAL COURTS
 TECHNICAL ASSISTANCE PROJECT

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State</u> <u>Date of Report</u>
"Report on Diagnostic Visit to the State's Attorney's Office Cook County, Illinois"	<u>National Center for Prosecution Mgmt.:</u> Mr. James N. Garber, Mr. Harold Enten, Mr. Cecil Hicks, Mr. Wm. Perry and Mr. Preston Trimble	3	Cook County, Illinois Sept. 1973
"Survey of Programs and Procedures of the New Hampshire Department of Probation and Recommendations for Future Change"	Dr. Alvin Cohn	9	Concord, New Hampshire Sept. 1972
"Court's Data Processing Action Plan for the 21st and 22nd Circuits of Missouri"	<u>The National Center for State Courts:</u> Team Group	4	St. Louis, Missouri Oct. 1972
"Evaluation of the North American Indian Court Judges Training Project: Albuquerque Session 1971-72"	Mr. Thomas B. Russell, Esq.	7	Albuquerque, New Mexico Oct. 1972
"The Feasibility of Establishing and Obtaining Continuing Legislature Support for an Administrative Office of the District Attorneys of New Mexico"	Mr. William J. Schafer and Mr. James R. Heclan	6	Santa Fe, New Mexico Oct. 1972
"A request for a proposal to Conduct a Comprehensive Management Study of the Lower Criminal Courts of New Hampshire"	Ms. Jean Moyer-White	5	Concord, New Hampshire Nov. 1972

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 2

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State Date of Report</u>
"Report on Consultation to the State of Montana Governor's Juvenile Justice Committee"	Mr. Harry O. Lawson and Mr. David R. Schmidt	12	Helena, Montana Nov. 1972
"Comprehensive Plan for Provision of Defense Counsel for Indigent Accused in the State of New Mexico"	<u>The National Legal Aid and Defender Association:</u> Professor Addison Bowman, Hon. R.A. Green, Jr., and Mr. Patrick J. Hughes	8	Santa Fe, New Mexico Nov. 1972
"Report on Consultation to the Clark County, Nevada: Pre-Trial Release Program"	Mr. Richard O. Motsay	14	Las Vegas, Nevada Dec. 1972
"Report of Consultation on the Municipal Court System of Jersey City, New Jersey"	Judge Milton A. Friedman	17	Jersey City, New Jersey Dec. 1972
"Evaluation of the Allegheny County Pennsylvania Court of Common Pleas Bail Agency and the Community Release Agency"	<u>VERA Institute of Justice:</u> Mr. Dan Johnston, Mr. Dick Rykken and Mr. Norman Jesse	25	Pittsburgh, Pennsylvania Jan. 1973
"Scotts Bluff County Courthouse Gering, Nebraska"	<u>Architecture Planning Research/Associates:</u> Mr. George E. Kostritsky and Mr. Michael A. Bignell	22	Scotts Bluff County, Nebraska Jan. 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 3

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State Date of Rep</u>
"Initial Draft Technical Assistance Implementation Plan for Restructuring South Dakota Courts Under New Judicial Article V South Dakota Constitution"	<u>Court Management Consultants:</u> Mr. Harry O. Lawson, Mr. Stan Lowe, Judge James O. Monroe, Jr.; Mr. Myran Schlecte	13	Pierre, South Dakota Jan. 1973
"Technical Assistance Implementation Plan for Restructuring South Dakota Courts Under New Judicial Article V South Dakota Constitution"	<u>Court Management Consultants</u>	13	Pierre, South Dakota May, 1973
"Report on Providing Additional County Court Facilities in the City and County Building"	<u>Space Management Consultants, Inc.:</u> Mike Wong and Prakash Yerawadekar	29	Denver, ¹⁸ Colorado Feb. 1973
"Planning Evaluation for Study and Constitutional Reorganization of the Kansas State Court System"	Harry O. Lawson, Ernest C. Friesen and Edward B. McConnell.	30	State of Kansas Feb. 1973
"Study and Recommendations for Kentucky Statewide Public Defender System"	<u>The National Legal Aid and Defender Association:</u> Rollie R. Rogers, and Professor Shelvin Singer	28	Frankfort, Kentucky Feb. 1973
"A Review of the Feasibility of Automating Certain Court Operations in Roanoke City, Virginia and Surrounding Jurisdictions"	David J. Saari and Joseph A. Trotter, Jr.	32	Roanoke City Virginia Feb. 1973
"Developmental Recommendations for an Automated Criminal Justice Information System in Roanoke, Virginia"	David J. Saari, Mr. Steve J. Madison, and Steven H. Clarke	32	Roanoke City Virginia May, 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 4

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City, State</u> <u>Date of Report</u>
"Report on Juvenile Court Information System Development for Maricopa County Juvenile Court"	Dr. Gary L. Albrecht	21	Maricopa County Arizona Feb. 1973
"Offender-Based Transaction Statistic System" Letter report	Dr. Charles M. Friel	18	Little Rock Arkansas Feb. 1973
"Police-Prosecutor Liaison Program" Letter report	Sgt. Thomas Hardisty	19	Nashville, Tennessee Feb. 1973
"Seminar on Judicial Administration to Prepare Chief Judges of Circuit Courts for New Administrative Responsibilities" Letter report	Ernest C. Friesen, Jr.	27	Tallahassee Florida Feb. 1973
"Technical Assistance Report: King County Washington Superior Court"	Col. J.F. Lieblich and Judge Charles S. Crookham	35	Seattle, Washington March, 1973
"Preliminary Report on the Development of ADP Tracking System for Alcohol Safety Action Project (ASAP)"	Geoffrey A. Corbett and Thomas W. Cahill	44	Fairfax, Virginia March, 1973
"A Suggested Jury Management Improvement Program for Lycoming County Court of Common Pleas, Williamsport, Pennsylvania"	David J. Saari and Robert Harrall	15	Lycoming County, Pennsylvania April, 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 5

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City Stat</u> <u>Date of Repo</u>
"Revised Forms for Use by the Criminal Division of the Lycoming County Court of Common Pleas"	Robert Harrall	15	Lycoming Coun Pennsylvania May, 1973
"Offender-Based Transactional Statistics: The Concept and Its Utility"	Charles M. Friel	45	New Orleans, Louisiana May, 1973
"Report of Technical Assistance to Douglas County, Wisconsin District Attorney's Office"	Lewis B. Ambler and Thomas Lumbard	51	Douglas Count Wisconsin May, 1973
"Analysis of Facility Needs of the Juvenile Court of Memphis, Shelby County, Tennessee"	<u>Space Management Consultants, Inc.</u>	38	Shelby County Tennessee May, 1973
"Report of Technical Assistance to Idaho State Supreme Court in reference to a Prediction Study for Persons Placed on Probation"	Kelly Ballard	41	Boise, Idaho May, 1973
"Projects Recommended for the Chester County Court of Common Pleas"	Maureen M. Solomon	65	Chester County Pennsylvania May, 1973
"Selection of a Court Reporting Method for the Oregon District Courts"	<u>National Center for State Courts</u>	36	Salem, Oregon May, 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 6

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State</u> <u>Date of Rep</u>
"Tulsa County Courthouse Oklahoma"	APR: George E. Kostritsky and Michael A. Bignell	52	Tulsa County, Oklahoma May, 1973
"A Statement on Facility Needs for the Proposed Concordia Parish Courthouse: Vidalia, Louisiana"	<u>Space Management Consultants, Inc.</u>	49	Vidalia, Louisiana June, 1973
"Report on Providing Additional Courtroom and Ancillary Facilities in the Acadia Parish Courthouse: Crowley, Louisiana"	<u>Space Management Consultants, Inc.</u>	50	Crowley, Louisiana June, 1973
"Warrant Service and Courtroom Security in the Santa Clara County Municipal Courts: Report on a Problem Definition Visit"	<u>The National Center for State Courts:</u> Nancy Elkind and Thomas Russell <u>The American University:</u> William Trencher	61	Santa Clara County, California June, 1973
"Survey of County Court Facilities and Recommendations for State-Wide Planning: North Carolina"	<u>Institute for Court Management:</u> Donald G. Webber	42	State of North Carolina June, 1973
"Omaha Municipal Court Management Analysis"	Eldridge Adams and Gordon W. Allison	39	Omaha, Nebraska June, 1973
"Court of Common Pleas Lucas County, Toledo, Ohio: Personnel Systems Study"	John E. Woods	16	Lucas County, (Toledo) Ohio June, 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 7

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City Sta</u> <u>Date of Rep</u>
"Criminal Court Calendar Management in Lake County, Indiana"	<u>American Judicature Society:</u> James J. McConnell and Glen Winters	46	Lake County Indiana June, 1973
"Management Study of the Court of Common Pleas of Washington County, Pennsylvania"	Charles H. Starrett, Jr. and Carl Nervy	26	Washington County Pennsylvania June, 1973
"A Statement of Facility Needs for the Proposed Judicial Building within the Criminal Justice Complex: St Thomas, U.S. Virgin Islands"	<u>Space Management Consultants, Inc.</u>	24	St. Thomas Virgin Islands June, 1973
"Jury Utilization in the Fulton County (Georgia) Superior Court"	William Pabst, Jr.	37	Fulton County Georgia July, 1973
"Recommended Utilization of Legal Research Aids in the Supreme Court of Florida"	<u>National Center for State Courts:</u> Daniel J. Meador, David Halperin, and Hon. Stan Mosk	70	State of Florida July, 1973
"The Feasibility of Utilizing a Computerized Microfilm System for Records Management in Middlesex County, New Jersey: Phase I"	Robert Tobin	73	Middlesex County, New Jersey July, 1973
"Minnesota Defender Evaluation"	<u>National Legal Aid and Defender Association</u>	31	State of Minnesota July, 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 8

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State</u> <u>Date of Report</u>
"Preliminary Planning for Development of Comprehensive Court Information System in Delaware County, Pennsylvania"	John Clark, Clifford Kirsch, and Larry Polansky	43	Delaware County, Pennsylvania July, 1973
"Report on Short-Term Planning of Judicial Facilities in the Caddo Parish Courthouse"	<u>Space Management Consultants, Inc.</u> Michael Wong	47	Shreveport, Louisiana July, 1973
"Preliminary Recommendations on Addition of Second Courtroom and Ancillary Facilities in the Muscatine County Courthouse: Muscatine Iowa"	<u>Space Management Consultants, Inc.</u>	74	Muscatine County, Iowa July, 1973
"Preliminary Recommendations on Addition of Second Courtroom and Ancillary Facilities in the Jasper County Courthouse: Newton, Iowa"	<u>Space Management Consultants, Inc.</u>	75	Jasper County, (Newton) Iowa July, 1973
"Recommendations for developing an In-State Judicial Education Program for Hawaii District Court Trial Judges"	<u>National College of the State Judiciary:</u> Thomas B. Russell	78	State of Hawaii August, 1973
"Development of a Uniform Personnel Office Filing System for North Carolina Superior Court Judges"	Hon. Thomas J. Curley and S. Allan Friedman	76	State of North Carolina August, 1973

THE AMERICAN UNIVERSITY
 CRIMINAL COURTS
 TECHNICAL ASSISTANCE PROJECT

Page 9

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State Date of Report</u>
"Evaluation of Mechanical Recording in the District of Columbia Superior Court"	Margaret Kostritsky, Irving Kosky, and Miles Ruthberg	59	District of Columbia August, 1973
"Review of Draft: Montana Youth Act"	John F.X. Irving, Paul W. Keve, and W. Donald Pointer	85	State of Montana August, 1973
"Survey of Administrative Procedures in Selected District Justice Offices in Delaware County, Pennsylvania"	<u>Institute of Judicial Administration</u>	56	Delaware County, Pennsylvania August, 1973
"Development of RFP for Court Management Study King County, Washington Superior Court: Phase II"	Col. J.F. Lieblich	82	King County, Washington August, 1973
"Sedgwick County Courthouse Wichita, Kansas"	<u>Architecture Planning Research Assoc.:</u> George Kostritsky and Michael Bignell	81	Wichita, Kansas Sept., 1973
"Report of Technical Assistance Visit to County Prosecuting Attorney's Office Kalamazoo, Michigan, March 26-27, 1973"	<u>National Center for Prosecution Management</u>	1	Kalamazoo, Michigan Sept., 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 10

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State Date of Report</u>
"Review of Calendar Operations in the Washoe County (Nevada) District Court"	<u>Institute for Court Management:</u> Ernest C. Friesen	58	Washoe County, Nevada Sept., 1973
"Evaluation of Expanded Court Volunteer Program Administered by the Judiciary of Hawaii"	Dr. Ivan Scheier	69	State of Hawaii Sept., 1973
"Planning for Regional Court Computer Information Project"	<u>National Center for State Courts:</u> Ernest Short	89	Kansas City, Missouri Oct., 1973
"Report on Short-Term Planning of Judicial Facilities in the Gwinnett County Courthouse, Lawrenceville, Georgia"	<u>Space Management Consultants, Inc.</u>	84	Lawrenceville, Georgia Oct., 1973
"Report on The Alaska Public Defender Agency"	<u>National Legal Aid and Defender Association:</u> Wm. R. Higham, Esq. and Phillip H. Ginsberg, Esq.	20	State of Alaska, Oct., 1973
"Report of Technical Assistance Visit to the Union County Prosecutor's Office Elizabeth, New Jersey"	<u>National Center for Prosecution Management</u>	2	Union County, New Jersey Nov., 1973

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 11

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State</u> <u>Date of Report</u>
"Recommendations for Comprehensive Courts Planning in Mississippi Phase I: Planning Strategy"	Willis Whatley, Gordon Allison, C. Paul Jones, Hon. R.A. "Buzzy" Green, Dean John F.X. Irving, James Beck and William Schafer	95	State of Mississippi Dec., 1973
"Recommendations for Implementing Legislation Establishing an Administrative Office of the Courts for the State of Virginia"	Edward B. McConnell and Bert M. Montague	67	State of Virginia Dec., 1973
"Management Review of Criminal Justice Operations in Cass County, North Dakota"	Jerome F. Lieblich, Esq.	80	Cass County, (Fargo) North Dakota Jan., 1974
"Report on Technical Assistance in Planning a State-Wide Court Personnel Study for the State of Florida"	Harry Lawson, Bert M. Montague, Gordon Allison, and Robert Cassidy	113	State of Florida Jan., 1974
"Review of Criminal Justice Activities in Utah County, Utah Prior to Planning a New Correctional Facility"	Hon. Marvin W. Foote and W. Donald Pointer	77	Utah County, Utah Jan., 1974

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 12

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State Date of Report</u>
"Recommendations on Administration and Evaluation of the Pilot Public Defender Project State of Virginia"	Shelvin Singer, James Gramenos, and Nancy Goldberg	93	State of Virginia Jan., 1974
"A Security Survey of Operations of the Supreme Bench of Baltimore City"	Larry Siegel, and Capt. Wesley E. Johnson	108	Baltimore City, Maryland Jan., 1974
"Analysis of the Idaho Courts Financial Information System"	<u>National Center for State Courts:</u>	86	Boise, Idaho Jan., 1974
"A Survey of Court Related Personnel in Four New Jersey Counties"	Robert C. Cassidy and Wm. A. Stoever	57	Trenton, New Jersey Jan., 1974
"A Review of the State Constitution and Statutes Relevant to the Wyoming Supreme Court's Supervision of Lower Courts"	<u>National Center for State Courts:</u> R. Hanson Lawton, Richard Frank, and James A. Gainey	88	State of Wyoming Jan., 1974
"Criteria for Court Facility Renovation In Large and Small Counties in South Carolina Based on Surveys of Richland and Union Counties"	<u>Space Management Consultants, Inc.:</u> Mike Wong and Andreas Sagaty	98	Richland & Union Counties, South Carolina Feb., 1974

1974

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 13

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City Sta Date of Repc</u>
"Criteria for Court Facility Renovation in Large and Small Counties in South Carolina Based on Surveys of Richland and Union Counties"	<u>Space Management Consultants, Inc.:</u> Mike Wong and Andreas Sagaty	105	Richland & Union County, South Carolina February, 1974
"Analysis of Electronic Recording in the Magistrates Division Ada County, Idaho District Court"	Ernest H. Short	107	Ada County, Idaho February, 1974
"Review of Release on Recognizance (O. R.) Screening Program Administered by the Ventura County, Calif. Marshal's Office"	Bruce Beaudin	114	Ventura County, California February, 1974
"Review of the Role and Operations of the McDonnough County, Illinois Public Defender Office"	<u>National Legal Aid and Defender Association:</u> John J. Cleary	115	McDonnough County, Illinois February, 1974
"Recommended Program to Relieve Record Storage Problems in the District Courts, Nueces County, Texas"	Charles Gabriel and Lowell Hattery	101	Nueces County, Texas March, 1974
"A Review of Administrative Operations of the Oklahoma Attorney General's Office"	Wm. J. Schafer III and James Beck	106	State of Oklahoma March, 1974
"Preliminary Master Plan of the Navajo Nation Judicial Facilities"	<u>Space Management Consultants, Inc.:</u> Mike Wong and Andreas Sagaty	109	Navajo Nation, Arizona March, 1974

THE AMERICAN UNIVERSITY
 CRIMINAL COURTS
 TECHNICAL ASSISTANCE PROJECT

Page 14

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City State</u> <u>Date of Report</u>
"Evaluation of Proposed Improvements to the Jersey City, New Jersey Municipal Court and Support Facilities Lodged in the Jersey City Municipal Building"	<u>Architectural Planning Research Assoc</u> Mike Bignell	132	Jersey City, New Jersey March, 1974
"Recommendations for Improving Case Processing in the District Courts of Nueces County, Texas"	Ernest C. Friesen, Jr.	96	Nueces County, Texas March, 1974
"Development of a Request for Proposal to Evaluate the Operation of Special Narcotics Courts in the City of New York"	Lewis Katz, Jack Susman, and Thomas Lumbard	123	City of New York March, 1974
"Construction and Testing of a Simulation Exercise for the Felony Court of the Twentieth Judicial Circuit, Florida"	Peter Haynes, Thomas Cameron and Sandra Ricci	116	State of Flori April, 1974
"Conversion to a County-wide Municipal Court - A Task Description and Cost Estimate for Ramsey County, Minnesota"	<u>National Center for State Courts:</u> Susan C. Beerhalter, James A. Gainey and R. Hanson Lawton	87	Ramsey County, Minnesota May, 1974
"A Review of Pre-Trial Release and Public Defender Operations in Chautauqua County, New York"	Bruce Beaudin, David Collins and Daniel J. Sullivan	117	Chautauqua County, N.Y. May, 1974

THE AMERICAN UNIVERSITY
CRIMINAL COURTS
TECHNICAL ASSISTANCE PROJECT

Page 15

<u>Reports Completed</u>	<u>Consultants</u>	<u>File No.</u>	<u>City Stat</u> <u>Date of Report</u>
<p>"Review of the Accused Indigent Defenders (A.I.D.) Program in Skagit County, Washington During its First Year's Operation"</p>	<p><u>National Legal Aid and Defender Association:</u> Mr. Terence F. MacCarthy Mr. Herbert D. Soll, and Mr. Cornelius E. Toole</p>	<p>94</p>	<p>Skagit County, Washington June, 1974</p>

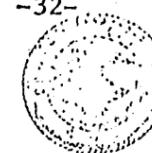
TABULATION OF CLIENT RESPONSES
EVALUATING COURTS TECHNICAL ASSISTANCE

Region

Responses as of May 28, 1974

	(1-2) Unsatisfactory	(3) Satisfactory	(4-5) Very Satisfactory	total responses
You were kept adequately advised of the status of your request for assistance by the SPA and/or Regional LEAA office prior to contact by the Technical Assistance Project.	10(15%)	16(23%)	42(62%)	68
Arrangements for the delivery of technical assistance were handled adequately by T/A project staff.	1(1%)	5(8%)	61(91%)	67
The consultant appeared competent in his field and brought the necessary background and experience for dealing with the designated problem areas.	2(3%)	3(4%)	63(93%)	68
The consultant dealt fully and adequately with the specific areas of requested assistance.	3(4%)	5(7%)	60(89%)	68
Local staff and officials were aware of and involved in the technical assistance effort.	3(4%)	7(11%)	58(85%)	68
The consultant's report was received within a reasonable period of time, in view of the scope of work involved.	5(7%)	9(14%)	52(79%)	66
The report was clear and comprehensive, and provided a helpful guideline for further action.	4(6%)	3(4%)	60(90%)	67
The consultant's recommendations were timely and practicable, and addressed specific local needs.	4(6%)	5(7%)	59(87%)	68
Can the consultant's report be distributed to interested state and local agencies, universities, or court systems upon request?	Yes: 58(85%)	No: 6(9%)	NO RESPONSE: 4(6%)	68

UNITED STATES
DEPARTMENT OF JUSTICE



LAW ENFORCEMENT ASSISTANCE
ADMINISTRATION

Bulletin

B 3350.1

July 14, 1972

Cancellation
Date: February 1, 1973

Subject: COURTS TECHNICAL ASSISTANCE CONTRACT

1. PURPOSE. This bulletin is to advise of a \$200,000 contract awarded to American University to provide consulting services to state courts dealing with criminal matters, and related agencies.
2. SCOPE. These services include, but are not limited to prosecutor offices, agencies providing legal assistance to indigent defendants, state judicial councils or conferences, etc.
3. INFORMATION.
 - a. American University will maintain a large multi-disciplinary talent-pool, including nationally known organizations and individuals with regional and local expertise, and will be prepared to undertake assignments in a wide range of problem areas.
 - b. Their principle emphasis will be on a short-term diagnostic approach to the problems of the overworked state and local courts, and related agencies. In addition, they will evaluate the effectiveness of the various consultants utilized under the contract and insure the quality of individual reports.
 - c. Examples of the types of work expected to be performed include, but are not limited to:
 - (1) Respond to individual courts, prosecutor offices, and defender offices for management analysis and advice re: calendaring, docketing, record systems, administration, etc.
 - (2) Assist state legislatures and state judiciaries in restructuring their court systems.
 - (3) Assist in setting up and participate in training programs for judges, prosecutors, defenders, etc.
 - (4) Review management studies of courts and related agencies.
 - (5) Review specific ongoing programs, such as bail bonding systems, legal defense services, diversion programs, existing or proposed ADP systems, etc.

Distribution: Special By Initiator (CO & RO's); SPA's
Initiated By: Program Review Staff, OCJA