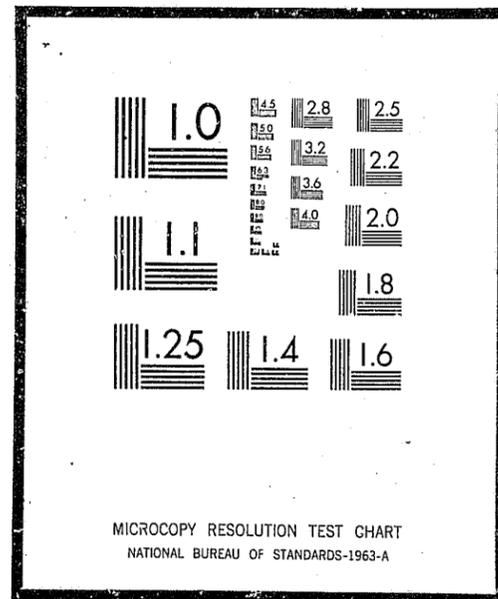


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U.S. DEPARTMENT OF JUSTICE
LAW ENFORCEMENT ASSISTANCE ADMINISTRATION
NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE
WASHINGTON, D.C. 20531

Date filmed

6/11/76

JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE

ANNUAL REPORT

TO

GOVERNOR AND LEGISLATURE

December 31, 1974

Judicial Criminal Justice Planning Committee
333 Golden Gate Avenue
San Francisco, California 94102

ACKNOWLEDGEMENT

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- A. Stats. 1973, Chapter 1047
Penal Code Sections 13800, et seq.
- B. Judicial Criminal Justice Planning
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Justice Planning Committee
- D. A Guide to Regional Court Planning
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Plans
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Statement on Role and Responsibility of
Judicial Criminal Justice Planning
Committee

STATUTORY PROVISIONS FOR THE
JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE

The Judicial Criminal Justice Planning Committee was established in the 1973 California legislative session by Assembly Bill 1306. (Attachment A.) This legislation reorganized the California Council on Criminal Justice, established the Office of Criminal Justice Planning, authorized the establishment of local criminal justice planning districts and boards, and created the Judicial Criminal Justice Planning Committee. The statutory provision creating the Judicial Criminal Justice Planning Committee is as follows:

CHAPTER 4. CRIMINAL JUSTICE PLANNING COMMITTEE FOR
STATE JUDICIAL SYSTEM

13830. There is hereby created in state government a Judicial Criminal Justice Planning Committee of seven members. The Judicial Council shall appoint the members of the committee who shall hold office at its pleasure. In this respect the Legislature finds as follows:

(a) The California court system has a constitutionally established independence under the judicial and separation of power clauses of the State Constitution.

(b) The California court system has a statewide structure created under the Constitution, state statutes and state court rules, and the Judicial Council of California is the constitutionally established state agency having responsibility for the operation of that structure.

(c) The California court system will be directly affected by the criminal justice planning that will be done under this title and by the federal grants that will be made to implement that planning.

(d) For effective planning and implementation of court projects it is essential that the executive Office of Criminal Justice Planning have the advice and assistance of a state judicial system planning committee.

13831. The California Council on Criminal Justice may request the advice and assistance of the Judicial Criminal Justice Planning Committee in carrying out its functions under Chapter 2 of this title.

13832. The Office of Criminal Justice Planning shall consult with, and shall seek the advice of, the Judicial Criminal Justice Planning Committee in carrying out its functions under Chapter 3 of this title insofar as they affect the California court system.

In addition, any grant of federal funds made or approved by the office which is to be implemented in the California court system shall be submitted to the Judicial Criminal Justice Planning Committee for its review and recommendations before being presented to the California Council on Criminal Justice for its action.

13833. The expenses necessarily incurred by the members of the Judicial Criminal Justice Planning Committee in the performance of their duties under this title shall be paid by the Judicial Council, but it shall be reimbursed by the Office of Criminal Justice Planning to the extent that federal funds can be made available for that purpose. Staff support for the Committee's activities shall be provided by the Judicial Council, but the cost of that staff support shall be reimbursed by the Office of Criminal Justice Planning to the extent that federal funds can be made available for that purpose.

13834. The Committee shall report annually, on or before December 31 of each year, to the Governor and to the Legislature on items affecting judicial system improvements.

JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE

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INTRODUCTION

This is the Annual Report of the Judicial Criminal Justice Planning Committee to the Governor and Legislature. The report describes the relationship of the Committee with the Office of Criminal Justice Planning and the California Council on Criminal Justice.

It contains the specific recommendations of the Committee to the Office of Criminal Justice Planning on all the grant applications submitted for its review. The report contains the Guide to Regional Court Planning for 1975 LEAA funding.

The report incorporates the Committee's activities performed in conjunction with the California Council on Criminal Justice. Included is the statement of the role and responsibility of the Judicial Criminal Justice Planning Committee that was adopted by the Council.

The Committee met on a monthly basis to review court improvement grant applications from trial courts. The results of this review process were transmitted to the Office of Criminal Justice Planning. In the spirit of Pen. C. Sec. 13800, et seq., the Committee attempted to identify those areas where effective planning and implementation of court projects would result by it making recommendations to the Office of Criminal Justice Planning and the California Council on Criminal Justice.

The Committee considers the scope of its responsibilities extend beyond the activities engaged in during 1974 and discussed in this report. In 1974 the Committee concentrated on reviewing grant applications and gaining an understanding of the LEAA program in California. This report contains a brief description of the activities contemplated for 1975.

Funding for the Committee was provided by a grant application to the Office of Criminal Justice Planning. The Office of Criminal Justice Planning supplied valuable assistance to the Committee which enabled it to carry out its responsibilities.

Pursuant to Penal Code § 13833 the Committee received staff support from the Judicial Council. The Project Manager, William E. Davis, was assigned by the Judicial Council to the Committee. Mr. Ralph N. Kleps, Director of the Administrative Office of the Courts, met regularly with the Committee and provided assistance to the Committee.

WINSLOW CHRISTIAN,
Chairman

JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE ACTIVITIES DURING 1974

Activities performed in conjunction with the Office of Criminal Justice Planning in accordance with Penal Code Section 13832

The Committee worked closely with the Office of Criminal Justice Planning (OCJP) in fulfilling its responsibilities as set forth in Penal Code § 13832. The results of this working relationship between OCJP and the Committee are discussed below.

In conformity with Penal Code § 13832, OCJP submitted all grant applications for projects to be implemented within the California court system before taking final action on the grant application. The Committee developed general guidelines for reviewing the projects to be implemented in the California court system, and those guidelines are set forth in Attachment B. A summary of the Committee's review and recommendations of the grant applications is found in Attachment C.

In accordance with Penal Code § 13832, the Committee decided that it should review and comment on those grant proposals affecting the California court system that are funded by LEAA discretionary grants. Only one project in this category was submitted to the Committee by OCJP for review, the Witness Utilization Program in the Los Angeles Municipal Court. An informational copy of the Judicial Pilot Program in Santa Clara County was reviewed by the Committee but no action was taken.

The Judicial Criminal Justice Planning Committee developed a Guide to Regional Courts Planning for 1975 (Attachment D). The purpose of the Guide is to assist the trial courts and the Regional Criminal Justice Planning Boards in developing plans for new court projects. This Guide, which was approved and distributed by the Office of Criminal Justice Planning, is a first step toward providing more direction in the use of federal funds for court improvement projects. It is anticipated that this document will be refined and improved on an annual basis to better reflect the needs of the courts and provide direction to the court improvement projects.

In the process of reviewing grant applications for court projects and providing assistance to the Office of Criminal Justice Planning, the Committee identified two court improvement projects that were unique and merited consideration by other regions. Those projects were:

1. Court Systems Analysis in Region B (Tehama, Lassen, Shasta, Siskiyou and Modoc Counties)

This is a project to survey the needs of the judicial system in this particular geographical area of the state. Based

upon the findings of this study the Regional Criminal Justice Planning Board will propose and support future court improvement projects. This is a sound approach to planning for improvements in the judicial process that should be used in other regions.

2. Los Angeles Municipal Court Research and Planning Unit

This court project provides staff support to the Los Angeles Municipal Court to conduct research for court improvement projects. This kind of project gives the judges opportunity to evaluate operating procedures and suggest improvements.

The Judicial Criminal Justice Planning Committee also reviewed the 1975 court projects submitted by the Regional Criminal Justice Planning Boards that were included in California's 1975 Comprehensive State Plan. The Committee's recommendations on the 1975 projects are included in Attachment E hereto.

The Committee adopted several policy recommendations for consideration by the California Council on Criminal Justice, the Office of Criminal Justice Planning and the Regional Criminal Justice Planning Boards. These policy recommendations were developed on the basis of assessing the needs of the state judicial system and the present trend of federally funded projects in court improvement. The recommendations are for the funding year 1976 and are as follows:

- a. The area of sentencing is of sufficient importance to have sentencing projects in every region. The regions should be encouraged to submit sentencing projects for 1976. These projects should be analytical and assist the judges in determining the effectiveness of their sentencing practices.

- b. Regional efforts to initiate education programs for judges should be coordinated with the Center for Judicial Education and Research to avoid duplication of services and to assure a high quality of training. The regional programs to train local administrative personnel of the courts should be made aware of other efforts in this area.

After a year of operation and interaction with the Office of Criminal Justice Planning, the Committee determined that one of the best methods of providing direction to the funding of court improvement projects would be to hold a court planning conference with the assistance of the Office of Criminal Justice Planning and the Regional Criminal Justice Planning Boards. The

conferees will be directors of the Regional Criminal Justice Planning Boards, the representatives of the judiciary and selected members of county government in each region. The conference is planned for February, 1975. The principal objectives of the conference will be to increase judicial participation in the program at a local level and identify projects and project areas where future funding would be most desirable.

Penal Code § 13831, et seq, Judicial Criminal Justice Planning Committee activities in conjunction with the California Council on Criminal Justice

The relationship of the Judicial Criminal Justice Planning Committee to the California Council on Criminal Justice was set forth in a position memorandum presented to the Council at its June meeting. The CCCJ adopted the recommended position regarding the responsibilities and functions of the Judicial Criminal Justice Planning Committee (Attachment F).

The Committee reviewed the past percentages of funds allocated by the California Council on Criminal Justice to court improvement projects. The percentages for such projects averaged approximately 5% for the past four years. The only exception was a 1972 program for 2.6 million dollars allocated to the system development program for the judicial process area. The Judicial Criminal Justice Planning Committee recommended to the California Council on Criminal Justice that a percentage figure be established as an advisory goal for the regional and state agency judicial process projects, including court projects.* The California Council on Criminal Justice adopted the position that not less than 15% of the action funds made available to California should be directed toward court projects, including prosecutor and defender projects. The percentage figure was designed to serve as a guide to assure that regional and state programs are comprehensive.

* In LEAA usage, the "Judicial process" category includes courts, prosecution and defense.

JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE ACTIVITIES FOR 1975

The Committee, with assistance from OCJP and the Regional Criminal Justice Boards, will jointly sponsor a courts planning conference in February, 1975. The purpose of the conference, as previously stated, will be to encourage more judicial participation in this program and define the priority areas for funding in the judicial process area for 1976.

The Committee will continue to review grant applications for court projects and the results of those reviews will be transmitted on a regular basis to OCJP. The Committee intends to gather more direct information on the progress of projects and identify problem areas encountered by similar projects. The results of these efforts will be made available to the Regional Criminal Justice Planning Boards, the Office of Criminal Justice Planning and the trial courts and will be used by the Committee in reviewing grant applications.

The Committee will continue to review the discretionary federal grants originating from the Law Enforcement Assistance Administration in Burlingame and Washington, D.C. The purposes of such review will be to advise the parties of similar programs elsewhere in the state and to maintain current information on all the efforts, federal and state, at improving the management of the courts in the state.

The Committee will work jointly with the OCJP in developing the courts section of the 1976 plan. There will be increased participation by the Committee in this area to assist in making the 1976 Comprehensive State Plan more meaningful to the trial courts.

The Committee will develop project ideas in areas identified as requiring either experimental work or establishment of state standards of judicial administration.

deposited in the Peace Officers' Training Fund. The transmission to the State Treasury shall be carried out in the same manner as fines collected for the state by a county.

In any case where a person convicted of any offense to which this section applies is imprisoned until the fine is satisfied, the judge may waive all or any part of the penalty assessment the payment of which would work a hardship on the person convicted or his immediate family.

Leg.H. 1959 ch. 1823, 1962 ch. 9, 1963 ch. 1621, 1967 ch. 1640, 1970 ch. 1009.

§13522. Applications for State Aid.

Any city, county, city and county, or district which desires to receive state aid pursuant to this chapter shall make application to the commission for such aid. The initial application must be accompanied by a certified copy of an ordinance, or in the case of the University of California and the California State University and Colleges a resolution, adopted by its governing body providing that while receiving any state aid pursuant to this chapter, the city, county, city and county, or district will adhere to the standards for recruitment and training established by the commission. The application shall contain such information as the commission may request.

Leg.H. 1959 ch. 1823, 1967 ch. 1640, 1969 ch. 1072, 1973 ch. 1075.

§13523. Basis for Allocations of State Aid.

The commission shall annually allocate and the State Treasurer shall periodically pay from the Peace Officers' Training Fund, at intervals specified by the commission, to each city, county, and district which has applied and qualified for aid pursuant to this chapter an amount determined by the commission pursuant to standards set forth in its regulations. The commission shall grant aid only on a basis that is equally proportionate among cities, counties, and districts.

In no event shall any allocation be made to any city, county, or district which is not adhering to the standards estab-

lished by the commission as applicable to such city, county, or district.

Leg.H. 1959 ch. 1823, 1967 ch. 1640, 1969 ch. 1072, 1970 ch. 1009.

**TITLE V
INDEMNIFICATION OF
PRIVATE CITIZENS**

§§13600-13603. Enacted 1965. Repealed 1969 chs. 1111, 1431.

**TITLE 6
CALIFORNIA COUNCIL ON
CRIMINAL JUSTICE**

§§13800-13807. Enacted 1967 ch. 1661. Repealed 1973 ch. 1047.

A new Title 6 follows.

**TITLE 6
CALIFORNIA COUNCIL ON
CRIMINAL JUSTICE**

- Chap. 1. General Provisions and Definitions. §§13800, 13801.
- Chap. 2. California Council on Criminal Justice. §§13810-13813.
- Chap. 3. Office of Criminal Justice Planning. §§13820-13824.
- Chap. 4. Criminal Justice Planning Committee for State Judicial System. §§13830-13834.

**CHAPTER 1
GENERAL PROVISIONS AND
DEFINITIONS**

Definitions. §13809.
Direct operational criminal justice responsibilities not authorized. §13801.

§13800. Definitions.

As used in this title:

- (a) "Council" means the California Council on Criminal Justice.
- (b) "Office" means the Office of Criminal Justice Planning.

(c) "Local boards" means local criminal justice planning boards.

(d) "Federal acts" means the Federal Omnibus Crime Control and Safe Streets Act of 1968, the Federal Juvenile Delinquency Prevention and Control Act of 1968, and any act or acts amendatory or supplemental thereto.

Leg.H. 1973 ch. 1047.

§13801. Direct Operational Criminal Justice Responsibilities Not Authorized.

Nothing in this title shall be construed as authorizing the council, the office, or the local boards to undertake direct operational criminal justice responsibilities.

Leg.H. 1973 ch. 1047.

**CHAPTER 2
CALIFORNIA COUNCIL ON
CRIMINAL JUSTICE**

Member of council—Appointees of Governor. §13810.

Limitation of meetings—Creation of subcommittees—Removal of members. §13811.
Reimbursement for services only. §13812.
Council responsibilities. §13813.

§13813. Membership of Council—Appointees of Governor.

There is hereby created in the state government the California Council on Criminal Justice, which shall be composed of the following members: the Attorney General; the Administrative Director of the Courts; [1] 14 members appointed by the Governor, [2] three of whom shall be the Commissioner of the Department of the Highway Patrol [3], the Director of the Department of Corrections, and the Director of the Youth Authority; five members appointed by the Senate Rules Committee; and [4] six members appointed by the Speaker of the Assembly.

The appointees of the Governor shall include: a chief of police, a district attorney, a sheriff, a public defender, a county probation officer, one member of a city council, one member of a county board of supervisors, a representative of the Commission on Peace Officer Standards and

Training, a faculty member of a college or university qualified in the field of criminology, police science, or law, and a person qualified in the general field of research, development, and systems technology. The Speaker of the Assembly and Senate Committee on Rules shall include among their appointments a judge designated by the Judicial Council, one private citizen, a representative of the cities and a representative of the counties, and [5] seven persons who shall be elected officials of county or city government or appointed officials of county or city criminal justice agencies.

The Governor shall select a chairman from among the members of the council.

Leg.H. 1973 ch. 1047, 1974 ch. 1028, effective September 23, 1974.

§13810. 1974 Deletion. 1. 13 2. two 3. and a representative of state corrections agencies 4. five 5. six

1974 Note: This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting such necessity are:

In order to insure efficient functioning of the council at the earliest date, it is necessary that this act take effect immediately. 1974 ch. 1028 §2.

§13811. Limitation of Meetings—Creation of Subcommittees—Removal of Members.

The council shall meet no more than 12 times per year.

The council may create subcommittees of its own membership and each subcommittee shall meet as often as the subcommittee members find necessary. It is the intent of the Legislature that all council members shall actively participate in all council deliberations required by this chapter. Any member who misses three consecutive meetings or who attends less than 50 percent of the council's regularly called meetings in any calendar year for any cause except severe temporary illness or injury shall be automatically removed from the council.

Leg.H. 1973 ch. 1047.

§13812. Reimbursement for Services Only.

Members of the council shall receive no compensation for their services but shall be reimbursed for their expenses actually and necessarily incurred by them in the performance of their duties under this title. No compensation or expenses shall be received by the members of any continuing task forces, review committees or other auxiliary bodies created by the council who are not council members, except that persons requested to appear before the council with regard to specific topics on one or more occasions shall be reimbursed for the travel expenses necessarily incurred in fulfilling such requests.

Leg.H. 1973 ch. 1047.

§13813. Council Responsibilities.

The council shall act as the supervisory board of the state planning agency pursuant to federal acts. It shall annually review and approve, or review, revise and approve, the comprehensive state plan for the improvement of criminal justice throughout the state, shall establish priorities for the use of such funds as are available pursuant to federal acts, and shall approve the expenditure of all funds pursuant to such plans or federal acts; provided that the approval of such expenditures may be granted to single projects or to groups of projects.

Leg.H. 1973 ch. 1047.

CHAPTER 3 OFFICE OF CRIMINAL JUSTICE PLANNING

Administration by executive director. §13820.
Appointment of employees—Internal operation policies and procedures. §13821.
Assistance, information and data from other sources. §13822.
Responsibilities of office. §13823.
Publication describing projects eligible for council funding. §13824.

§13820. Administration by Executive Director.

There is hereby created in the state government the Office of Criminal Justice Planning. The office shall be admin-

istered by an executive director, who shall be appointed by, and be responsible to, the Governor, and hold office at the pleasure of the Governor. The executive director shall be in sole charge of the administration of the office.

Leg.H. 1973 ch. 1047.

§13821. Appointment of Employees—Internal Operation Policies and Procedures.

The executive director may appoint such deputies, assistants and other officers and employees and consultants as he may deem necessary and prescribe their powers and duties. The executive director shall establish policies and procedures for governing the internal operation of the office and coordination with local planning agencies, grant recipients and state and local officials.

Leg.H. 1973 ch. 1047.

§13822. Assistance, Information and Data From Other Sources.

The executive director may request and receive from any department or agency of the state or any political subdivision thereof such assistance, information and data as will enable him to carry out his functions and duties.

Leg.H. 1973 ch. 1047.

§13823. Responsibilities of Office.

(a) In cooperation with local boards, the office shall:

(1) Develop with the advice and approval of the council, the comprehensive statewide plan for the improvement of criminal justice throughout the state.

(2) Define, develop and correlate programs and projects for the state criminal justice agencies.

(3) Receive and disburse federal funds, perform all necessary and appropriate staff services required by the council, and otherwise assist the council in the performance of its duties as established by federal acts.

(4) Develop comprehensive, unified and orderly procedures to insure that all local plans and all state and local projects

are in accord with the comprehensive state plan, and that all applications for grants are processed efficiently.

(5) Cooperate with and render technical assistance to the Legislature, state agencies, units of general local government, combinations of such units, or other public or private agencies, organizations, or institutions in matters relating to criminal justice.

(6) Conduct evaluation studies of the programs and activities assisted by the federal acts.

(b) The office may:

(1) Collect, evaluate, publish, and disseminate statistics and other information on the condition and progress of criminal justice in the state.

(2) Perform other functions and duties as required by federal acts, rules, regulations or guidelines in acting as the administrative office of the state planning agency for distribution of federal grants.

Leg.H. 1973 ch. 1047.

§13824. Publication Describing Projects Eligible for Council Funding.

A brief description of all projects eligible for a commitment of council funds shall be made available to the public through a publication of the council having statewide circulation at least 30 days in advance of the meeting at which funds for such project can be committed by vote of the council.

Leg.H. 1973 ch. 1047

CHAPTER 4 CRIMINAL JUSTICE PLANNING COMMITTEE FOR STATE JUDICIAL SYSTEM

Membership appointed by Judicial Council—Legislature's findings. §13830.
Advice and assistance to Council on Criminal Justice. §13831.
Advice and assistance to Office of Criminal Justice Planning—Review of federal fund grants. §13832.
Payment of expenses. §13833.
Annual report to Governor and Legislature. §13834.

§13830. Membership Appointed by Judicial Council—Legislature's Findings.

There is hereby created in state government a Judicial Criminal Justice Planning Committee of seven members. The Judicial Council shall appoint the members of the committee who shall hold office at its pleasure. In this respect the Legislature finds as follows:

(a) The California court system has a constitutionally established independence under the judicial and separation of power clauses of the State Constitution.

(b) The California court system has a statewide structure created under the Constitution, state statutes and state court rules, and the Judicial Council of California is the constitutionally established state agency having responsibility for the operation of that structure.

(c) The California court system will be directly affected by the criminal justice planning that will be done under this title and by the federal grants that will be made to implement that planning.

(d) For effective planning and implementation of court projects it is essential that the executive Office of Criminal Justice Planning have the advice and assistance of a state judicial system planning committee.

Leg.H. 1973 ch. 1047.

§13831. Advice and Assistance to Council on Criminal Justice.

The California Council on Criminal Justice may request the advice and assistance of the Judicial Criminal Justice Planning Committee in carrying out its functions under Chapter 2 of this title.

Leg.H. 1973 ch. 1047.

§13832. Advice and Assistance to Office of Criminal Justice Planning—Review of Federal Fund Grants.

The Office of Criminal Justice Planning shall consult with, and shall seek the advice of, the Judicial Criminal Justice Planning Committee in carrying out its functions under Chapter 3 of this title insofar as they affect the California court system.

In addition, any grant of federal funds made or approved by the office which is to be implemented in the California court system shall be submitted to the Judicial Criminal Justice Planning Committee for its review and recommendations before being presented to the California Council on Criminal Justice for its action.

Leg.H. 1973 ch. 1047.

§13933. Payment of Expenses.

The expenses necessarily incurred by the members of the Judicial Criminal Justice Planning Committee in the performance of their duties under this title shall be paid by the Judicial Council, but it shall be reimbursed by the Office of Criminal Justice Planning to the extent that federal funds can be made available for that purpose. Staff support for the committee's activities shall be provided by the Judicial Council, but the cost of that staff support shall be reimbursed by the Office of Criminal Justice Planning to the extent that federal funds can be made available for that purpose.

Leg.H. 1973 ch. 1047.

§13934. Annual Report to Governor and Legislature.

The committee shall report annually, on or before December 31 of each year, to the Governor and to the Legislature on items affecting judicial system improvements.

Leg.H. 1973 ch. 1047.

TITLE 6.5 LOCAL CRIMINAL JUSTICE PLANNING

Legislature's findings and declarations.
§13900.

County planning districts—Joint powers agreement. §13901.

Planning district boundaries. §13902.

Funds for planning districts. §13903.

Membership of local boards. §13904.

Appointment of public members to local boards. §13905.

Authorized activities of planning boards.
§13905.

§13900. Legislature's Findings and Declarations.

The Legislature finds and declares:

(a) That crime is a local problem that must be dealt with by state and local governments if it is to be controlled effectively.

(b) That criminal justice needs and problems vary greatly among the different local jurisdictions of this state.

(c) That effective planning and coordination can be accomplished only through the direct, immediate and continuing cooperation of local officials charged with general governmental and criminal justice agency responsibilities.

(d) That planning for the efficient use of criminal justice resources requires a permanent coordinating effort on the part of local governments and local criminal justice agencies.

Leg.H. 1973 ch. 1047.

§13901. County Planning Districts—Joint Powers Agreement.

For the purposes of coordinating local criminal justice activities and planning for the use of state and federal action funds made available through any grant programs, each county in California shall constitute a planning district upon execution of a joint powers agreement or arrangement acceptable to the county and to at least that one-half of the cities in the county which contain at least one-half of the population of the county, except that contiguous counties may combine as a single planning district upon execution of a joint powers agreement or other arrangement acceptable to the participating counties and to at least that one-half of the cities in each county which contain at least one-half of the population of each county.

If no combination of one-half of the cities of a county contains at least one-half of the population of the county, then agreement of any half of the cities in such county is sufficient to enable execution of joint powers agreements or other acceptable arrangements by such county

and such cities for constituting planning districts.

Leg.H. 1973 ch. 1047.

§13902. Planning District Boundaries.

Planning district boundaries shall be those established pursuant to federal acts relating to criminal justice planning, except that alterations which change the number of planning districts in the state as of July 1, 1971, shall be permitted by agreement of all units of government directly affected by the alterations and by approval of the California Council on Criminal Justice.

Leg.H. 1973 ch. 1047.

§13933. Funds for Planning Districts.

Planning districts may be the recipients of criminal justice planning or coordinating funds made available to units of general local government or combinations of units of general local government by federal or state law. Such planning districts shall establish local criminal justice planning boards, but shall not be obligated to finance their activities in the event that federal or state support of such activities is lacking.

Leg.H. 1973 ch. 1047.

§13904. Membership of Local Boards.

The membership of each local board shall be consistent with federal acts and guidelines, provided that compliance with such requirements shall, insofar as possible, be reconciled with the composition of the presently established local boards, and provided that elected local legislative officials, elected officials of local executive agencies responsible for the administration of justice, and officials of the judicial branch of government shall be represented on each local board.

Leg.H. 1973 ch. 1047.

§13905. Appointment of Public Members to Local Boards.

Except as otherwise provided in Section 13904, representatives of the public may be appointed to local criminal justice planning boards, of a number not to exceed the number of representatives of

government on that board. Such public members may be nominated by community organizations concerned with criminal justice and appointed by the local criminal justice planning boards.

Leg.H. 1973 ch. 1047.

§13905. Authorized Activities of Planning Boards.

Planning boards may contract with other public or private entities for the performance of services, may appoint an executive officer and other employees, and may receive and expend funds in order to carry out planning and coordinating responsibility.

Leg.H. 1973 ch. 1047.

These guidelines have been developed for the purpose of enabling the Committee to fulfill its statutory responsibilities of reviewing and evaluating judicial projects submitted to it and of recommending court plans for 1975, insofar as United States Department of Justice, Law Enforcement Assistance Administration programs are concerned. These guidelines provide points of reference for developing projects that have either a statewide impact or a local impact.

There are two fundamental goals for the judiciary according to the recently adopted American Bar Association Commission on Standards of Judicial Administration relating to Court Organization. They are: rendering impartial, uniformly applied judicial decisions and providing justice which is timely. All projects undertaken within the court system should contribute to the prompt disposition of criminal cases and this goal will be given primary emphasis when the Committee prepares any state or local plans or when it reviews any grant proposals. Additionally, the Committee will use the following guidelines for federal funding in evaluating court projects and proposing court plans for 1975:

I. Since federal funding constitutes a limited supplement for an existing system, it should concentrate on the improvement of court operations in coordination with efforts already in process.

II. Federally funded projects to be implemented in the court system should promote uniformity within the statewide judicial system rather than diversity, with consideration given to the geographical and workload volume differences among the courts.

III. Federally funded projects should improve the management and administration of the courts by:

(a) providing adequate administrative support for judges to assure that maximum time is available for judicial decision making;

(b) applying modern technology to increase and improve the management capacity of the court system;

(c) improving management techniques and standards for judicial administration.

IV. Federally funded projects should support procedures for the special disposition of routine matters to conserve court time.

V. Federally funded projects should contribute to the timely rendering of justice by providing continuing programs in judicial education and research.

VI. Federally funded diversion/probation projects should provide alternative methods of disposing of criminally charged individuals. Such projects should specifically provide for the court to receive current information on the status of the project and the progress of the individuals diverted to the project.

PROJECTS REVIEWED BY THE
JUDICIAL CRIMINAL JUSTICE PLANNING COMMITTEE

April, 1974

March, 1974

A. San Luis Obispo Court Unification Project

1. The project meets Guidelines I and II: it attempts to improve court operations and reduce fragmentation of the system through consolidation. The project should be funded.

2. The Project Director should be placed in contact with the staff of the National Center for State Courts who are presently attempting to develop a model for consolidation of trial court services in Ventura County.

3. Consideration should be given by OCJP to sponsoring the development of a format or model for consolidation and unification of court services, i.e., how-to-do-it manual based on the San Luis Obispo County project and the Ventura County project. The purpose of such a manual would be to provide guidance to future court unification projects.

B. Los Angeles Superior Court Video Tape Experimentation Project

1. This project is consistent with Guideline IV: it would apply modern technology to the management of the courts and should be funded.

2. The project evaluation should be expanded to include identification of the types of cases, if any, where the videotaping was more useful to the parties and the court than others. Such identification would be useful to courts and attorneys in planning for further use of video technology.

C. Court Systems Analysis Project for Region B

1. This project is consistent with recommended Guideline V: it is being undertaken to assess the needs of the court system in order to plan for future courts projects. This project should be funded.

2. The Committee recommends to OCJP that other regional boards should be encouraged to use similar surveys as part of the regional planning process for the court system.

D. Technology and Equipment for Ventura Unified Trial Court

This project proposal does not meet the Committee's Guidelines. The Committee recommends that the project not be funded.

1. Project Benchmark: The Committee recommends that a portion of the funding be directed towards obtaining an evaluation of the project. The project should be funded.

2. Judicial Council Projects: The Committee reviewed the following projects and recommended approval of the funding of these projects:

- a. Center for Judicial Education and Research
- b. Fourth Appellate District Defender Project
- c. Court Information/Automation Coordinator
- d. Trial Court Criminal Justice Coordinator
- e. Criminal Courts Coordinators for Alameda and Marin Counties Superior Courts
- f. Judicial Impact Study Team
- g. Calendar Management Team
- h. Juvenile Court Rules Project
- i. Western Regional Office of the National Center for State Courts
- j. Language Needs for Non-English-Speaking Citizens
- k. Lower Court Manual, Printing and Publishing
- l. Statistical Workshops
- m. Instructional Film for Assembled Jurors

The Committee reviewed the Basic Law Library Project and the Lower Court Evidence Manual Projects and made no recommendations regarding these grants.

May-June, 1974

A. Tuolumne County: Judicial, Prosecution, Defense and Court Support Personnel

1. This project meets Guideline V by attempting to improve the quality of justice in the justice courts through educational programs. The project should be funded.

2. The Center for Judicial Education and Research has been established to provide California judges with advanced training. The Center has produced audiotapes of the College of Judges session during the summer of 1973. These tapes would also be available to these justice courts for specialized training.

3. Specialized training for justice court judges should be encouraged. This project solely entails travel for the justice court judges to attend these conferences.

B. Executive Assistant to Presiding Judges in San Francisco Municipal Court

This project meets Guideline II, A and should be funded.

C. Criminal Court Coordinator for Alameda County

1. This project meets Guideline II, A and should be funded.

2. It is recommended that the title of the project be changed to more accurately reflect the duties of the position. The title should be changed to Criminal Court Statistician.

D. Assistant to Master Calendar Judge in San Francisco Superior Court

This project meets Guideline II, A and should be funded.

E. Orange County Justice Information System

1. This project meets Guideline II, B by supplying modern technology to the courts and should be funded.

2. The project proposed does not contain specific criteria for evaluation of the performance of the project. This is the third year of a five year project and the evaluation component should be more specific, especially in light of the amount of money to be spent.

3. The project application does not itemize consultant services which constitute 90% of the total grant request. This part of the budget should be included with the grant application.

4. The project has statewide impact and because of that, it is recommended that EDP coordinator of the Administrative Office of the courts be included on the policy committee of the project.

F. Sonoma County Municipal Court Administrator

This project meets Guideline II, A by providing administrative support for judges to avoid consuming court time in routine or nonjudicial tasks and should be funded.

G. Criminal Research Assistant for San Mateo County Superior Court

This project meets Guideline II, A by providing administrative and legal support for judges to avoid consuming court time in routine or nonjudicial tasks and should be funded.

H. Printing and Distribution of Court Reform Blue Ribbon Committee Report - California Conference on the Judiciary - 1974

There is no recommendation on this project.

I. County Clerk/Court Information Retrieval System for Santa Barbara County

This project meets Guideline II, B and II, C by modernizing the filing system of the courts records in the county clerk's office. This project also meets Guideline by assisting efforts at improvement already underway and it should be funded.

August, 1974

A. Trial Court Delay (Legal Research Assistant),
County of Santa Barbara Superior Court

This project meets Guideline II A and should be funded.

B. Automated Processing of Justice Court Records

1. This project meets Guideline III B and should be funded.

2. The project represents a sharing of facilities between counties and apparently reduces costs. Cooperative arrangements among counties should be encouraged.

3. The evaluation should be expanded to include a before and after dollar recovery costs, as well as subsequent costs for court appearances and bail forfeitures.

C. Superior Court Administrative Officer, Fresno
County Superior Court

This project meets Guideline II A and should be funded.

D. San Francisco Justice Information System

1. This project meets Guideline III B by supplying modern technology to the courts and should be funded.

2. The project has statewide impact and, because of that, it is recommended that the EDP Coordinator of the Administrative Office of the Courts be included on the

Policy Committee of that project.

E. Construction of a Court Facility on the Perimeter
of C.I.M.

This project involves policy questions of statewide importance. Action was deferred pending further study and consultation.

September, 1974

A. Los Angeles Municipal Court Planning and
Research Unit.

This project meets Guidelines II A and II C, and should be funded.

B. Construction of a Court Facility on the
Perimeter of the CIM at Chino proposed by the
San Bernardino Superior Court.

The Committee concluded that this application involved policy issues of statewide significance and that it should not be acted upon until an authoritative expression could be obtained from the Legislature or the Judicial Council. The Committee recommended that the Judicial Council consider adoption of a Standard of Judicial Administration dealing with the question when it may be appropriate to hold court in or adjacent to a correctional institution.

October, 1974

Fresno County Superior Court Improvement Project

This project meets Guideline III (b) by applying modern technology to increase and improve the management capacity of the court system. The project should be funded.

The Committee reviewed the 1975 Regional Court Plans. Some of the plans, as submitted to the staff of the Judicial Planning Committee, did not contain sufficient information about the projects to permit the Committee to take action. Larry Alamao of your office has agreed to work with our staff in identifying those projects which did not have adequate information and those projects will be reviewed by the Judicial Planning Committee at a later time.

A GUIDE TO REGIONAL COURT PLANNING FOR 1975 LEAA FUNDING

Appendices Omitted

ATTACHMENT D

A GUIDE TO REGIONAL COURT PLANNING FOR 1975 LEAA FUNDING

(Prepared by California Judicial Criminal Justice Planning Committee for the Office of Criminal Justice Planning and the California Council on Criminal Justice)

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Office of Criminal Justice Planning
Sacramento, California

CHAPTER I

Regional Planning for 1975 Court Projects

A. The Funding Rationale for Improvements in Trial Courts

Federal funds constitute a supplement to the state and local tax money available for the support and improvement of the courts of California. The state is expected to receive approximately \$50 million of block grant funds for LEAA in 1974-75. Seventy-five percent of these funds (\$37.5 million) will be allocated to the 21 regional boards. The regions should include provisions for improvement in the trial courts as a part of their regional plans.

The court segments of regional plans should be founded on a survey of the trial courts to determine what efforts are presently underway to improve their functioning and how any proposed projects relate to the continuing improvement of the local courts. The survey should therefore include an analysis of the needs of the trial court system.

B. Planning for 1975 Court Projects

Two fundamental goals for the courts are: the rendering of impartial and consistent judicial decisions; and the providing of justice which is timely. All projects undertaken within the court system should contribute to the prompt and just disposition of criminal cases. This statement also recognizes that in California the same courts are responsible for both civil and criminal justice and that civil and criminal functions are interrelated.

C. Guidelines for Planning Court Projects

Planning guidelines proposed by the Judicial Criminal Justice Planning Committee are as follows:

1. Since federal funding constitutes a limited supplement for an existing system, it should concentrate on the improvement of court operations in coordination with efforts already in process.
2. Federally funded projects to be implemented in the court system should promote uniformity within the statewide judicial system rather than diversity, with consideration given to the geographical and workload volume differences among the courts.
3. Federally funded projects should improve the management and administration of the courts by:
 - a. providing adequate administrative support for judges to assure that maximum time is available for judicial decision making;
 - b. applying modern technology to increase and improve the management capacity of the court system;

c. improving management techniques for the special disposition of routine matters to conserve court time.

4. Federally funded projects should support procedures for the special disposition of routine matters to conserve court time.
5. Federally funded projects should contribute to the timely rendering of justice by providing continuing programs in judicial education and research.

The following planning priorities are proposed for 1975. They focus on problems in the judicial system that can be dealt with at the trial court level.

1. Improve management techniques, standards and staff support in courts.
2. Improve judicial information systems.
3. Create procedures and programs for diversion of selected groups of criminally charged individuals from the court system.
4. Create procedures for summary disposition of routine matters in order to concentrate judicial resources on the more difficult matters.

Special consideration should be given to projects which encourage the consolidation of court services in an effort to reduce costs and improve the management of trial courts.

Equipment purchases for the courts will be considered if such equipment is to be used for research, experimentation, or implementation of a significant plan for court improvement.

D. Technical Assistance for Planning

A trial court should work through its Regional Criminal Justice Planning Board (RCJPB). The Office of Criminal Justice Planning staff in Sacramento is also available to provide technical assistance in developing trial court projects. In addition, the Administrative Office of the Courts may be able to provide technical assistance in the planning, development and implementation of regional projects. That office has a Trial Court Criminal Justice Coordinator, a Court Information System Coordinator and a Calendar Management Team, all funded by CCCJ for that purpose, as well as its regular staff of attorneys, management analysts and statisticians.

The staff of the Western Regional Office of the National Center for State Courts in San Francisco is a further possibility for technical assistance to the trial courts. The Center's services might include, for example, information on existing court processes and programs in other states.

CHAPTER II

Specific Approaches for 1975 Judicial Planning

A. Introduction

This chapter presents a specific approach for planning in the trial courts. It is designed to assist the courts and criminal justice planners in improving trial courts.

Good planning requires the collection of data on an annual basis to identify problems which call for action. The programs outlined in this chapter are only suggestions. Planners and local officials should tailor plans to meet the problems of their own courts. Where proven methods of dealing with court problems have been developed, regional plans should consider those methods and take advantage of the experience of others.

Specific topics have been identified in this planning approach. Some subject areas represent several sub-areas, and consideration should be given to the sub-areas as well as the major area. The topics listed are derived from the LEAA National Advisory Commission's reports on Criminal Justice Standards and Goals, "Report on Courts" (Washington, D.C. 1973).

B. Specific Areas

1. CASEFLOW (Nat'l Comm., Report on Courts, pp. 11 to 143.)

a. Screening (pp. 17 to 26).

No court projects are contemplated since this area is within the prosecutor's function.

b. Court Diversion (pp. 27 to 41)

California Penal Code Section 1000, et seq. authorizes the diversion of selected, non-violent, first-time drug offenders to community treatment facilities upon recommendation of the district attorney and with the concurrence of the court and the accused. Under Penal Code Sections 647(ff), 1000, 4011.6, Health and Safety Code Sections 11396, 11723, and Welfare and Safety Code Sections 3100.6, diversion is used by the courts as an alternative method of handling certain health and safety arrests. Local trial courts are encouraged to utilize these diversionary programs since they offer alternative methods of dealing with selected accused persons.

The impact of diversion upon the courts has not been fully evaluated. It is obvious that diversion reduces the number of entrants into the judicial portion of the criminal justice process, but specific information is not available to assist the courts in fulfilling their responsibilities under this procedure.

Diversion programs should have written guidelines that include the periodic review of policies and results. These guidelines should specify the objectives of the program, the types of cases to which it applies, and the means used to evaluate the outcome of diversion decisions.

c. Negotiated Plea (pp. 50 to 65)³

California Rules of Court, Standards for Judicial Administration, Section 10(c), states that courts should: "Encourage and, when appropriate, actively participate in plea negotiations between the prosecuting attorney and defense counsel in accordance with the procedural rules approved by the United States Supreme Court, the California Supreme Court and the California Legislature."

Section 10(e) of the California Rules of Court, Standards for Judicial Administration, states that courts should: "Establish a readiness conference system whereby the attorneys are required to appear and to discuss the issues of the case and to negotiate its possible disposition without trial. The conference should be held about 10 days to two weeks before the trial date."

A review of trial court practices and policies regarding plea negotiation should be made. These practices and procedures should conform to California policies and where there are no standards for conducting plea negotiation, they should be established.⁴ Regional plans should reflect the status of plea negotiations within the trial court of the region and should fund projects to improve the procedure if that is needed.

d. The Litigated Case (pp. 66 to 107)

(1) Time frame for prompt processing of criminal cases

California statutes, rules and standards specify time limits for the prompt disposition of criminal cases. The appropriate length of time is within the discretion of the individual trial courts so long as they meet the time limits imposed by Penal Code Sections 1382 and 1387. Thus, each court is able to operate within time limits that are appropriate in light of its criminal caseload and any other factors that affect the progress of criminal actions. (See, Comp. Anal., A.B.A. Standards, p. 152 et seq.)

³-Although the National Commission recommends the abolition of plea negotiations as a desirable long-sought goal (see pp. 42 to 49), California practice is in accord with the more limited objectives of improving the procedure as recommended in the pages cited.

⁴-See Comparative Analysis of A.B.A. Minimum Standards of Criminal Justice with California Law, Judicial Council of California (1974), pp. 135 to 138.

(2) Citation and summons in lieu of arrest

Citation and summons procedures can be used under Penal Code Sections 853.5-853.8, and Vehicle Code Sections 40,500, et seq. These procedures require interagency cooperation, and projects are encouraged that are intended to improve the criminal justice system through the use of citation and summons in lieu of arrest. (See, Comp. Anal., A.B.A. Standards, p. 34, et seq.)

(3) Procedure in misdemeanor prosecutions

The municipal and justice courts have an affirmative duty to provide for the expeditious disposition of misdemeanor cases. The policies that apply are those set forth above for other criminal prosecutions. (See, Comp. Anal., A.B.A. Standards, p. 158, et seq.)

(4) Limitation of grand jury functions

Penal Code Sections 888, et seq., define the function and scope of the activities of the grand jury in California. (See, Comp. Anal., A.B.A. Standards, pp. 210, et seq.)

(5) Presentation before judicial officer following arrest

Penal Code Section 849(a) requires that all proceedings must be initiated without delay and some time limits are imposed by Penal Code Section 825 to require that a defendant be brought before a judicial officer within a given time. (See, Comp. Anal., A.B.A. Standards, pp. 39, et seq.)

(6) Pretrial proceedings

(a) Penal Code Sections 858, et seq., define the scope and function of the preliminary hearing in California. (See, Comp. Anal., A.B.A. Standards, pp. 40, et seq.)

(b) Pretrial discovery

The standards for pretrial discovery have evolved from case law and they are still being expanded. (See, Comp. Anal., A.B.A. Standards, pp. 77, et seq.)

(c) Pretrial motions and conferences

California Rules of Court, Standards of Judicial Administration, Sections 10(a), (b) and (f), are designed to assure prompt disposition of criminal cases before trial. Programs that attempt to implement these standards are encouraged. (See, Comp. Anal., A.B.A. Standards, pp. 100, et seq.)

(7) Continuances

Penal Code Section 1050 and California Rules of Court, Standards of Judicial Administration, Section 10(d) state the governing policy. Trial courts should "adopt a strict standard for the granting of continuances, namely, that no continuance should be granted except upon affirmative proof in open court that the ends of justice require a continuance." (See, Comp. Anal., A.B.A. Standards, pp. 155, et seq.)

(8) Trial by jury

(a) Jury selection

Penal Code Section 1078 and California Rules of Court, Standards for Judicial Administration, Section 8, sets forth the policies regarding jury selection in criminal cases. (See, Comp. Anal., A.B.A. Standards, pp. 171, et seq.)

(b) Jury size and composition

Jury size is set at 12 persons unless there is a waiver. (Cal. Constitution, Article I, Sec. 7.) Trial courts should consider the impaneling of smaller juries in specific cases upon stipulation to determine the impact upon the courts and the public.

Composition of the jury is a matter of much public concern and efforts by the trial courts to select representative members of the public are encouraged. The use of common juror pools by several courts has been tried successfully, and it appears to reduce the costs to the public and to improve the management of the system. Projects that will improve the selection process are encouraged.

(c) Juror utilization

The efficient utilization of the juror's time is recognized as a significant problem. Information on trial start times and durations, voir dire durations, and the number of jurors rejected or not questioned during voir dire, etc., will better enable the trial courts to utilize the time of the jurors. By comparing the number of jurors appearing with the number actually used, reductions can be made in the number of jurors called.

Projects which promote the improved utilization of juror time are encouraged. (See, Comp. Anal., A.B.A. Standards, pp. 176, et seq.)

(9) Trial of criminal cases

The trial judge has the responsibility for safeguarding both the rights of the accused and the interests of the public, but any criminal trial requires the participation of many people at the same time. Experimental methods of conducting trials, such as videotaping depositions, designed to improve the use of the time of the courts, the prosecution and defense counsel, court reporters, bailiffs, clerks and witnesses should be explored. Projects which attempt to implement these areas are encouraged.

(10) Sentencing (pp. 109 to 110)

The National Commission's concern is to eliminate jury sentencing which does not exist as a problem in California. Regional projects to increase the information available to judges, to study the operation of summary probation procedures, and to increase the sentencing alternatives are appropriate. (See, Comp. Anal., A.B.A. Standards, pp. 277, et seq.)

(11) Review (pp. 112 to 143)

Article VI of the Constitution of California vests appellate jurisdiction in the Supreme Court and the Courts of Appeal. Problems that confront the appellate courts, which are funded by the State, are included in the CCCJ state agency plans and are in general matters as to which the regional planning boards have no responsibility. Transcript preparation, however, is a serious problem and alternative methods of making official records of the court proceedings must be sought. There is a shortage of certified shorthand reporters, which often causes unnecessary delay. Alternatives, such as tape recorders, have proven to be reliable and provide an adequate substitute where court reporters are unavailable. Projects in this area should be considered.

2. PERSONNEL AND INSTITUTIONS (Nat'l Comm., Report on Courts, pp. 145 to 226.)

a. The Judiciary (pp. 145 to 159)

(1) Judicial Selection, Tenure and Compensation

No regional projects are contemplated since these areas are matters of statewide concern.

(2) Judicial Education

The Center for Judicial Education and Research, Berkeley, California, is the State's means for providing special training and research programs for the judiciary. Many judges are unable

to attend the educational programs of the Center, and regional plans may provide funds to send judges to other judicial education programs when that is necessary.

b. The Lower Courts (pp. 160 to 170)

(1) Unification of the State Court System

No regional projects are suggested along the lines recommended by the National Commission since this area is a matter of statewide concern. Consolidation of staff services within a county or on a multi-county basis, however, constitutes an appropriate goal for regional projects.

(2) Administrative Disposition of Certain Matters Now Treated as Criminal Offenses

California has adopted the concept of simplified traffic disposition through the use of traffic referees and commissioners (see Gov. Code, Secs. 72400 and 72450). It has also enacted a "traffic infraction" procedure for the less serious offenses (see Penal Code, Secs. 16, 19(c) and 19(d); Vehicle Code, Secs. 42000, et seq.). Regional projects to improve those procedures are encouraged.

c. Court Administration (pp. 171 to 191)

(1) State Court Administration

No regional projects are suggested since this area is of statewide concern.

(2) Presiding Judges

California Rules of Court, Secs. 244.5 and 532.5, specify the responsibilities of trial court presiding judges. Regional projects designed to enable presiding judges to carry out their duties successfully are encouraged.

(3) Trial Court Administrators

Court administrators have improved conditions in the trial courts that have them. The court administrators have performed many nonjudicial duties and that has provided the judges more time to concentrate on judicial tasks. The nonjudicial duties that trial court administrators perform are set forth in California Rules of Court, Standards of Judicial Administration, Section 4. In some geographical areas a full time professional administrator could not be justified but an administrator might still be utilized on a regional basis for several courts. Regional plans that seek to introduce more professional management into the courts are encouraged.

Trial courts require staffing expertise in several specific areas of administration. Planning and research experts, personnel technicians, criminal court coordinators, and statisticians furnish examples of the kinds of nonjudicial staff positions that have offered valuable support for the management of the courts.

(4) Caseflow Management

The California Rules of Court, Standards of Judicial Administration, Section 9 (superior court civil calendar procedures before trial), Section 10 (superior court criminal calendar procedures), and Section 11 (superior court management procedures) constitute the California guidelines in this field.

A Calendar Management Team, funded by a CCCJ grant, is operated by the Judicial Council from San Francisco. Its services may be called upon by any trial court that desires assistance in improving calendar management.

Regional projects that implement calendar management standards are encouraged.

(5) Coordinating Councils and Public Impact

Trial courts, prosecutors, defense attorneys, probation and other segments of the criminal justice "system" are interdependent to the extent that their operations, policies, procedures and organization have impact on each other. Because of this relationship, a coordinated approach to problem solving is essential to achieve the most effective performance of criminal justice systems in each community. The judiciary should provide vigorous leadership in instituting coordinating meetings on a regular basis. They should include judges at each level, prosecutors, defenders, probation officers, law enforcement and representatives of other criminal justice agencies and the public as appropriate. Means should be devised to identify problems in the criminal justice system, to discuss matters of mutual concern and to assist in implementing any decisions reached at such discussions.

d. Court-Community Relations (pp. 192 to 214)

(1) Courthouse Physical Facilities

Adequate physical facilities should be provided for conducting the court's business, including jury deliberation rooms, judges' chambers, security areas for those held in custody, and space for witnesses and attorneys. Since many court facilities were constructed without consideration to the need for some of the facilities mentioned above, regional plans should consider whether improvement in the court facilities is required. If improvement is needed, projects for improvement are encouraged.

(2) Court Information and Service Facilities

The courts conduct the public's business, but the court procedures are confusing and misunderstood by many people. Regional plans could support projects to better explain how courts work and what people should expect.

Examples of suggested projects are: the establishment of a court information office, an office to receive complaints or suggestions from the public, or joint projects between the local bench and bar to educate the public about court problems.

(3) Production of Witnesses

Witnesses are essential in the criminal justice process, but it has been only recently that efforts have been made to focus on their problems and needs. Direct control over the utilization of witnesses rests with the legal counsel in each case, but the scheduling of cases is the responsibility of the court. The courts should improve the methods by which witnesses are utilized during the judicial process.

Regional plans should consider the problems encountered by witnesses and projects that provide for improved witness utilization are encouraged.

e. Computers and the Courts (pp. 215 to 226)

Computer systems are being made available for all high volume court systems. Computer services for courts are designed to provide management information, statistical outputs and research data. The California Judicial Council, in a CCCJ funded project, published the conceptual design for a trial court Integrated Court Automation/Information System (ICAIS). Any trial court desiring assistance in connection with such a project may call upon the Court Information System Coordinator in the Administrative Office of the Courts in San Francisco.

Regional plans should consider the electronic data processing needs of the trial courts. Proposed projects should reflect that the trial court has reviewed available information on the major court automation projects now going on in the state before submitting its proposal. A review of other systems, and an evaluation of their successes and failures, will assist any court now entering the field from committing past errors.

3. SPECIAL PROBLEM AREAS: JUVENILE (Nat'l Comm., Report on Courts, pp. 289 to 305.)

Juvenile courts fulfill an important role in our state judicial system, having the statutory responsibility for dealing with delinquent youths and with dependent and neglected youths. Large numbers of young people appear before these courts each year.

REVIEW OF 1975 REGIONAL PLANS

The ability of the juvenile justice system to deal effectively with the range of problems presented by delinquent behavior and family neglect depends upon the services provided by the police, public or private treatment agencies, and the judiciary. Particularly crucial to the courts are the adequacy of treatment services available at the local, regional and state levels, as well as the quality of probation services provided to the courts to assist judges in making appropriate individual case decisions.

Improved intake screening is essential if limited judicial resources are not to be wasted on cases which do not require the courts' personal attention or intervention, projects which are designed to improve the petition screening process and which eliminate cases which have no adequate legal basis for judicial intervention would be helpful.

<u>Region</u>	<u>Project</u>	<u>Recommendation</u>
B	1. Courts Personnel Training	The Committee adopted the staff recommendation with the following condition: The region be placed in contact with the Center for Judicial Education and Research for this project.
	2. Regional Courts Coordinator	The Committee recommended this project be funded.
E	1. Sonoma County Municipal Court Administrator	The Committee recommended this project be funded.
	2. Project Intercept	The Committee recommended this project be funded, subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.
F	1. Criminal Justice Information System	The Committee recommended this project be funded.
	2. Executive Assistant to Master Calendar Judge	The Committee recommended this project be funded.
G	1. Automated Calendaring Project	The Committee recommended this project be funded.
H	1. Study of Post Sentencing Outcomes	The Committee recommended this project be funded.
	2. Criminal Research Assistant	The Committee recommended this project be funded.
I	1. Criminal Court Coordinator	The Committee recommended this project be funded.
	2. Pretrial Diversion Program	The Committee recommended the project be funded subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.

<u>Region</u>	<u>Project</u>	<u>Recommendation</u>
	3. Comprehensive Pretrial Services Project	The Committee recommended this project be funded.
	4. Defendant Profile Project	The Committee recommended this project be funded.
J	1. Superior Court Integrated Criminal/Civil Calendaring System	The Committee recommended this project be funded.
K	1. San Joaquin County Court Improvement System	The Committee recommended that final action on the project be deferred until the program section of the grant application is redrafted to accurately reflect the work to be accomplished with funds available for this project.
	2. San Joaquin County Trial Court Delay - Legal Research Assistant	The Committee recommended this project be funded.
L	1. Regional Court Recorders	The Committee recommended this project be funded.
	2. Judicial, Prosecution, Defense and Court Support Personnel	The Committee recommended this project be funded.
M	1. Santa Cruz County Court Diagnostic Clinic	The Committee recommended this project be funded.
	2. Santa Cruz Court Referral Project	The Committee recommended the project be funded subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.

<u>Region</u>	<u>Project</u>	<u>Recommendation</u>
N	1. Court Diversion	The Committee recommended the project be funded subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.
	2. Drug Offender Court Diversion Project	The Committee recommended the project be funded subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.
O	1. Limited Alternatives to Court Reporting	The Committee recommended this project be funded.
P	1. Criminal Justice Analysis and Design Project	The Committee recommended this project be funded.
	2. Analysis and Improvement of Juror Selection Process	The Committee recommended this project be funded.
	3. Juvenile Court Information System	The Committee recommended approval of the project subject to the following condition: the project staff be required to contact the San Francisco Superior Court - Juvenile Division - about their automated information system for juvenile court.
Q	1. Criminal Justice Information System	The Committee recommended this project be funded.
	2. Court Consolidation	The Committee recommended this project be funded.
R	1. Probation and Sentencing Subsystem	The Committee recommended this project be funded.
	2. Criminal and Civil Case-Following System	The Committee recommended this project be funded.

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<u>Region</u>	<u>Project</u>	<u>Recommendation</u>
	3. Juvenile Justice Center.	The Committee recommended that final action on the project be deferred until more information on the intent and purpose of the project is provided.
	4. Los Angeles Municipal Court Planning and Research Unit	The Committee recommended this project be funded.
S	1. Automated Court Workload System	The Committee recommended this project be funded.
	2. Court Facilities Adjacent to Correctional Facilities	The Committee recommended that final action on this project be deferred until the Judicial Council completes the study of the policy issue presented by this project proposal.
T	1. Orange County Justice Information System - Superior Court	The Committee recommended this project be funded.
	2. Orange County Justice Information System	The Committee recommended this project be funded.
	3. Court Referral Program	The Committee recommended this project be funded, with the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.
U	1. Automated Calendar Project	The Committee recommended this project be funded.
	2. Court Referral Program	The Committee recommended this project be funded subject to the following condition: the court should be involved in the design of the program and data should be provided to those courts affected by the diversion program.

According to Stats. 1973, Ch. 1047, the California Council on Criminal Justice may request the advice and assistance of the Judicial Planning Committee in carrying out its functions. The Judicial Planning Committee will respond to any requests made by CCCJ.

The Judicial Planning Committee will review and make recommendations on all grants of federal funds which are to be implemented in the California court system. If the impact on the court system will not be direct and significant, the committee will not require the submission of grants which relate to prosecution or defense programs or grants in which the court system is merely one component of a comprehensive program.

The Judicial Planning Committee is cognizant of the regional systems approach under which the CCCJ and the OCJP operate. The Committee also recognizes the necessity for conducting its review of grants at the earliest possible moment. Therefore, the committee will review specific projects at the time CCCJ regional plans, the CCCJ state agency plan or any amendments thereto are submitted to the CCCJ for certification, adoption, or approval.

The staff of the Judicial Planning Committee will prepare a summary of each grant project as it is received from OCJP. The summary will be made available to the committee members, the staff of the Administrative Office of the Courts, and the Office of Criminal Justice Planning representative in advance of the monthly meetings. The appropriate Administrative Office of the Courts staff personnel will be requested to make comments on the aforementioned areas.

The committee will meet on a monthly basis to comply with its statutory obligations. Staff representation of the Office of Criminal Justice Planning is invited to each monthly meeting. The committee recognizes the need for timely processing of materials referred to it by the CCCJ and the OCJP. Therefore, the committee will return its comments and recommendations on any matter submitted to the committee within 30 calendar days of such submission.

In accordance with Stats. 1973, Ch. 1047, the Judicial Planning Committee should have an input on the functions of the Office of Criminal Justice Planning and the California Council on Criminal Justice insofar as they affect the California court system. The OCJP and CCCJ, by virtue of Stats. 1973, Ch. 1047, share the responsibility for the development of a comprehensive

improvement program for criminal justice in California. Therefore, the Judicial Planning Committee will work closely and coordinate its activities with those of the OCJP and CCCJ.

All Judicial Planning Committee contacts with LEAA, CCCJ, CCCJ Regional Boards, and CCCJ grant applicants and recipients will be coordinated through the OCJP in order to minimize duplication of effort. A report on the results of such contacts will be submitted to the OCJP. The OCJP should be cognizant of the resources available to the Judicial Planning Committee and should make every effort to utilize the committee.

Many of the court improvement programs which will be developed by the Judicial Planning Committee will require the use of CCCJ or LEAA funds. Since the OCJP bears the responsibility for presenting to the CCCJ recommendations for the use of such funds, the Judicial Planning Committee shall submit any actions relating to the use of such funds to the OCJP. Further, the Judicial Planning Committee will submit any programs, plans or priorities, developed by the committee to the OCJP for comment and review, at least 30 days prior to release by the committee of such programs, plans or priorities.

The Judicial Planning Committee and the OCJP agree to promote the free and timely flow of information between each other.

In accordance with Stats. 1973, Ch. 1047, the committee will report annually, on or before December 31 of each year, to the Governor and to the Legislature on the items affecting the judicial system improvements.

The Judicial Planning Committee will make periodic reports of its activities to the Judicial Council and the OCJP.

END