



**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

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J. TYLER McCAULEY
AUDITOR-CONTROLLER

February 10, 2004

TO: Audit Committee

FROM: J. Tyler McCauley *tm*
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY JUDICIAL
PROCEDURES COMMISSION**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) that the Los Angeles County Judicial Procedures Commission's sunset review date be extended to June 30, 2007.

BACKGROUND

The Los Angeles County Judicial Procedures Commission (JPC or Commission) was created on June 16, 1961 and has been continued by the Board pursuant to Chapter 3.34 of the Los Angeles County Code. The most recent sunset renewal was approved by the Board at its November 9, 1999 meeting. JPC's functions are as follows:

- a. Recommend to the Board changes and improvements in judicial administration for the purpose of providing swifter, more efficient and more economical justice, and for reducing case loads and delays for litigants in the Superior Court.
- b. Determine the need for additional judges for the Superior Court.
- c. Make recommendations for action by the Board on legislation pertaining to the Superior Court.
- d. Receive and consider suggestions and recommendations by community groups and organizations, and members of the public.

The JPC consists of fifteen members, three appointed by each Supervisor. At least five must not be attorneys. Commission members are entitled to receive \$25 for attending meetings, not to exceed 24 meetings each calendar year. In May 2001, JPC changed its ex-officio membership to appropriately reflect those agencies working with JPC. The following are the seven ex-officio members:

1. Presiding Judge of the Superior Court of Los Angeles County
2. Public Defender of Los Angeles County
3. President of the Los Angeles County Bar Association
4. President of the Independent Cities Association
5. Los Angeles County Sheriff
6. District Attorney of Los Angeles County
7. Clerk of the Superior Court of Los Angeles County

JUSTIFICATION

The JPC works in cooperation with the Superior Court, the California Judicial Council, judicial organizations, and law enforcement organizations to improve the quality of services and programs in the Courts. During this review period, JPC coordinated the establishment of Self Help Legal Access Centers for the Inglewood, Van Nuys, and Pomona Superior Courts. The Self Help Centers were approved by the Board in September 1999, following a JPC recommendation. They provide valuable assistance to litigants without legal representation in the Los Angeles County Courts and to attorneys providing pro bono services to County residents.

JPC also coordinated setting up Child Care Waiting Rooms at the Long Beach, Compton, and Pomona Superior Courts as well as at the Stanley Mosk County Courthouse and the Michael D. Antonovich Antelope Valley Superior Court. These waiting rooms provide security and services for children waiting to testify or whose parents are testifying in court.

In addition, JPC facilitated the opening of the new Jury Assembly Room in the Santa Monica Superior Courthouse. This room provides improved services for jurors and is an example for assembly rooms being proposed in other Superior Courts.

For the next evaluation period, JPC will develop a pilot project to formalize child custody exchanges at or near Sheriff's Stations. It also plans to coordinate the addition of Child Care Waiting Rooms for each Superior Courthouse, expand the Self Help Legal Access Centers into each Supervisorial district, and facilitate Jury Assembly Room improvements in additional Superior Courts. In addition, JPC plans to solicit donations from various government and private grant sources for its Donation Trust Fund approved by the Board on January 6, 2004. Donations to this trust fund will serve to fund programs and services for children and families.

Please call if you have any questions.

JTM: DR: RAD
Attachments

c: Violet Varona-Lukens, Executive Officer
Robin A. Guerrero, Chief, Board Operations
Jim Corbett, Manager, Commission Services
Demetria Ward, Commission Services
Carol Rose, Chair, Judicial Procedures Commission

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY JUDICIAL PROCEDURES COMMISSION
REVIEW COMMENTS

Mission. (Does the mission statement agree with the Board of Supervisors' purpose and expectations?)

Stated mission is as set forth in the ordinance creating the Judicial Procedures Commission (JPC). **CONCUR**

Section 1. Relevancy. (Is the mission still relevant and in agreement with the Board of Supervisors' purpose and expectations?)

JPC reviews, investigates, and evaluates issues relating to the judicial process. It continues to work with the Superior Court, the California Judicial Council, judicial organizations, and law enforcement organizations to improve the quality of services and programs in the Courts. **RELEVANT**

Section 2. Meetings and Attendance. (Are required meetings held and is attendance satisfactory?)

JPC meets once each month or as needed, not to exceed 24 meetings per year. During the evaluation period of July 1, 1999 to June 30, 2003, JPC held 42 meetings with an average attendance of eight members (53%).
SATISFACTORY

Sections 3 and 4. Accomplishments and Results. (Are listed accomplishments and results significant?)

JPC's accomplishments included:

- Coordinated the establishment of Self Help Legal Access Centers for the Inglewood, Van Nuys, and Pomona Superior Courts. The Self Help Centers were approved by the Board in September 1999, following a JPC recommendation. They provide valuable assistance, to litigants without legal representation in the Los Angeles County Courts and to attorneys providing pro bono services to County residents.
- Coordinated setting up Child Care Waiting Rooms at the Long Beach, Compton, and Pomona Superior Courts as well as at the Stanley Mosk County Courthouse and the Michael D. Antonovich Antelope Valley Superior Court. These waiting rooms provide security and services for children waiting to testify or whose parents are testifying in court.

- Facilitated the opening of the new Jury Assembly Room in the Santa Monica Superior Courthouse. This room provides improved services for jurors and is a model for assembly rooms being proposed in other Superior Courts.
- Submitted a Transaction Window Analysis to the Board recommending improvements in the service for residents handling court and traffic citations at Court transaction windows.
- Established a committee to recommend improvements in the jury service operation of the Superior Court. **SIGNIFICANT**

Section 5. Objectives. (Are the objectives compatible with the mission and goals and relevant within the current County environment?)

For the next evaluation period, JPC will pursue developing a pilot project to formalize child custody exchanges at or near Sheriff's Stations. It also plans to coordinate the addition of Child Care Waiting Rooms for each Superior Courthouse, expand the Self Help Legal Access Centers into each Supervisorial district, and facilitate Jury Assembly Room improvements in additional Superior Courts. In addition, JPC plans to solicit donations from various government and private grant sources for its Donation Trust Fund approved by the Board on January 6, 2004. Donations to this trust fund will serve to fund programs and services for children and families. **RELEVANT**

Section 6. Resources. (Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?)

There is no separate budget for JPC. Commission related expenditures are paid from the Board of Supervisors' budget. Commission members are entitled to receive \$25 for attending meetings, not to exceed 24 meetings each calendar year. **WARRANTED**

Section 7. Recommendation:

EXTEND THE SUNSET REVIEW DATE FOR THE JUDICIAL PROCEDURES COMMISSION TO JUNE 30, 2007.

**JUDICIAL PROCEDURES COMMISSION
ATTENDANCE RECORD**

Commissioner	Nominated by	6/30/1999	9/30/1999	12/31/1999	3/31/2000	6/30/2000	9/30/2000	12/31/2000	3/31/2001	6/30/2001	9/30/2001	12/31/2001	3/31/2002	6/30/2002	9/30/2002	12/31/2002	3/31/2003	6/30/2003	Totals	% Attended
Number of meetings per Quarter		2	2	2	3	3	3	2	2	2	2	2	3	3	3	2	3	3	42	
Clara M. Solis	1st District	2	0	0	1	0	0	0	2										5	26%
Patsy Humiston-Carter	1st District	0	0	0	0	0													0	0%
Walter Coombs	1st District						2	1	2	2	2	2	2	3	3	2	3	3	27	90%
Sylvia Scott-Hayes	1st District	2	0	0	1	2	1	2	0	1	2	2	0	1	2	1	1	1	19	45%
Steven Gourley, Esq.	2nd District	2	2	1	1	0	1	1	0										8	42%
Nelson Atkins	2nd District											1	2	2	1	2	3	1	12	63%
Robbi J. Work	2nd District	2	1	2	2	2	2	1	1	1	1	1	2	2	2	0	1	1	24	57%
Neal S. Millard, Esq.	2nd District		2	2	3	3	3	2	2	2	2	2	3	2	2	1	1	2	34	85%
Karleen A. George	3rd District	2	1	1	2	2	2	0	0	1	2	1	0	0	0				14	41%
Ann Jackson	3rd District															0	2	3	5	63%
Janice Kamenir-Reznik, Esq.	3rd District	1	1	1	2	1	1	0	1	1	1	1	2	2	3	1	1	1	21	50%
Captain Paul M. Kim	3rd District	1	1	1	2	0	1	0	1	0	0	0	0	0	0	0	0	0	7	17%
Bertrum M. CeDillos	4th District	2	2	2	3	3	1	0	2	1	2	2	2	2	2	2	1	2	31	74%
Curtis Pedersen, Esq.	4th District	1	1	1	3	2													8	67%
Clifton Albright	4th District									1	1	1	1	0	2	1	1	2	10	43%
Carol L. Rose	4th District	0	0	2	3	3	2	2	2	1	2	2	3	3	3	2	3	3	36	86%
Thomas J. Jeffers, Jr.	5th District	2	2	2	3	3	2	1	2	2	2	2	2	2	3	1	3	3	37	88%
Lee Kanon Alpert, Esq.	5th District	0	1	1	2	1	2	0	1	2	1	1	2	0	1	0	1	1	17	40%
William Joseph Galloway	5th District	2	1	2	1	2	2	1	1	2	1	1	3	3	3	1	1	1	28	67%
Totals		19	15	18	29	24	22	11	17	17	19	19	24	22	27	14	22	24	343	

Average Attendance per Meeting - - - - - > **8.2**