



Los Angeles County AUDIT COMMITTEE

Louisa Ollague, Chair
1st District
Brence Culp, Vice Chair
3rd District
Clinton Tatum
2nd District
Rick Velasquez
4th District
Angela Mazzie
5th District

April 20, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**COMMISSION REVIEW PROCESS -- SUNSET REVIEW OF THE LOS ANGELES
COUNTY COMMISSION ON JUDICIAL PROCEDURES
(ALL DISTRICTS AFFECTED) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

Approve ordinance continuing the sunset review date for the Los Angeles County Commission on Judicial Procedures to June 30, 2007.

PURPOSE/ JUSTIFICATION OF RECOMMENDED ACTION:

On December 1, 1994, the Audit Committee submitted its initial report in response to your Board's instruction to review the effectiveness of County commissions, committees and task forces defined under Chapters I and IV of the Los Angeles County Committee Book. Consistent with your Board's instructions, the Audit Committee is submitting the results of the evaluation of the Los Angeles County Commission on Judicial Procedures performed by the Auditor-Controller, and recommendations from the Audit Committee for further action by your Board.

The Los Angeles County Commission on Judicial Procedures (Commission) was established on June 16, 1961 and was continued by Board order pursuant to Chapter 3.51 of the Los Angeles County Code. Most recently, Board Order No. 74 and Ordinance No. 2002-0041 of the June 11, 2002 meeting extended the sunset review date to June 30, 2003.

The Commission, in cooperation with the courts and the California Judicial Council:

- Recommends to the Board changes and improvements in judicial administration for the purpose of providing swifter, more efficient and more economical justice, and for reducing caseloads and delays for litigants in the Superior Court.
- Determines the need for additional judges for the Superior Court.
- Makes recommendations for action by the Board of Supervisors on legislation pertaining to the Superior Court.

- Receives and considers suggestions and recommendations by community groups and organizations and members of the public.

The Commission coordinated the establishment of self-help legal access centers in Inglewood, Van Nuys and Pomona Superior Courts. The Commission coordinated setting up child care waiting rooms at the Long Beach, Compton and Pomona Superior Courts as well as the Stanley Mosk County Courthouse and the Michael D. Antonovich Antelope Valley Superior Court. The Commission facilitated the opening of the new Jury Assembly Room in the Santa Monica Superior Courthouse.

FISCAL/FINANCING IMPACTS:

Each member is compensated \$25.00 for each meeting of the Commission attended not to exceed twenty-four meetings per year.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

The Commission consists of 15 members, three appointed by each Supervisor at least five of whom are not lawyers, and the following Ex Officio members: Presiding Judge of the Superior Court of Los Angeles County, President of the Los Angeles County Bar Association, City Attorney of the largest city (by population) located within the County, District Attorney, Public Defender, Sheriff, and Executive Officer/Clerk of the Superior Court of the County

IMPACT ON CURRENT SERVICES (OR PROJECTS):

The Commission plans to develop a pilot project to formalize child custody exchanges at or near Sheriff's Stations, coordinate child care waiting rooms in each Superior Courthouse, expand the self-help legal access centers, facilitate jury assembly room improvements in additional Superior Courts, and solicit donations from grant sources to fund programs and services for children and families.

Respectfully submitted,


Louisa Ollague
Chairperson

LO: ml: kw

cc: Chief Administrative Officer
Commission Services
Executive Officer of the Board of Supervisors
County Counsel
Auditor-Controller
Los Angeles County Commission on Judicial Procedures



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

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-2766
PHONE: (213) 974-8301 FAX: (213) 626-5427

J. TYLER McCAULEY
AUDITOR-CONTROLLER

February 10, 2004

TO: Audit Committee
FROM: J. Tyler McCauley *JTM*
Auditor-Controller

AGENDA ITEM IV f

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																			
Clara M. Solis	1st District	2	0	0	1	0	0	2											5	26%
Fatsy Humiston-Carter	1st District	0	0	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																		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 Petersen, Esq.	4th District	1	1	1	3	2													8	67%
Clifton Albright	4th District																		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 Kanton 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



COUNTY OF LOS ANGELES

OFFICE OF THE COUNTY COUNSEL

648 KENNETH HAHN HALL OF ADMINISTRATION

500 WEST TEMPLE STREET

LOS ANGELES, CALIFORNIA 90012-2713

April 16, 2004

TDD

(213) 633-0901

TELEPHONE

(213) 974-1868

TELECOPIER

(213) 626-2105

Martha Littlefield, Head Board Specialist
Executive Office/Board Operations
500 W. Temple St.
Room 383
KH Hall of Administration
Los Angeles, California 90012

**Re: Sunset Review Ordinance of the
Commission on Judicial Procedures**

Dear Ms. Littlefield:

In accordance with your request, please find enclosed an amendment to Section 3.34.080 of the Los Angeles County Code, to continue the sunset review date of the Commission on Judicial Procedures to June 30, 2007.

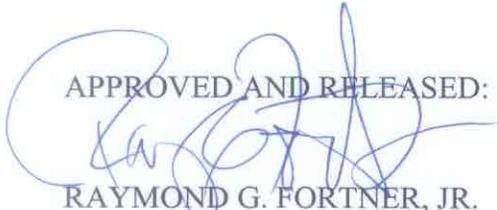
Very truly yours,

OFFICE OF THE COUNTY COUNSEL

By 

DIANE C. REAGAN
Principal Deputy County Counsel
Special Services Division

APPROVED AND RELEASED:


RAYMOND G. FORTNER, JR.
Chief Deputy County Counsel

DCR:bl

Enclosure

HOA.232193.1

ANALYSIS

This ordinance amends Section 3.34.080 of the Los Angeles County Code relating to the Commission on Judicial Procedures, by extending the sunset review date to June 30, 2007.

RAYMOND G. FORTNER, JR.
Chief Deputy County Counsel



By

DIANE C. REAGAN
Principal Deputy County Counsel

DCR:bl
3/17/04 (Requested)

ORDINANCE NO. _____

An ordinance amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, relating to the Commission on Judicial Procedures.

The Board of Supervisors of the County of Los Angeles ordains as follows:

Section 1. Section 3.34.080 is hereby amended to read as follows:

3.34.080 Sunset Review Date. This chapter shall expire on ~~June 30, 2003~~
June 30, 2007, unless earlier extended by action of the board of supervisors.

[334080DRCOC]