

**ADMINISTRATIVE OFFICE OF THE COURTS
STATE OF NEW JERSEY**

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ACTING ADMINISTRATIVE DIRECTOR
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Directive # 6-07
[Supplements Directive # 8-06]

To: Assignment Judges

From: Philip S. Carchman

Re: Staffing Models – Revised Civil Division Model

Date: September 17, 2007

The 2002 report on The Use of Staffing Models in the New Jersey Trial Courts set out a process to develop and use staffing models, providing for a review every four years of the formulas used to calculate the models. In 2006, the Judicial Council reviewed and approved a revised set of formulas to use from 2006 (for Fiscal Year 2007) through 2009 (for Fiscal Year 2010). At that time, however, the work on the staffing model for the Civil Division was unfinished. The recommendation was to go back to the Conference of Civil Division Managers with a set of understandings and ask that Conference to develop a proposal that would then be reviewed by the Administrative Conference, through its Committee on Staffing Models and the full Administrative Council, and then by the Judicial Council, through its Committees on Management and Operations and Budget and Planning and thereafter the full Council. That process was completed on May 23, 2007, when the full Judicial Council approved the revised Civil Division Staffing Model.

Promulgated here, then, is the revised Civil Division Staffing Model, which replaces the Civil Division Model as set out in Directive #8-06. This statement of the staffing model for the Civil Division now becomes the formula to use until the next quadrennial review process, scheduled for 2009-2010, unless of course it is modified, following the process described in the report on The Use of Staffing Models in the New Jersey Trial Courts.

Attachment

Cc: Chief Justice Stuart Rabner
Civil Presiding Judges
Theodore J. Fetter, Deputy Admin. Director
AOC Directors and Assistant Directors
Trial Court Administrators
Administrative Council Staffing Models Committee
Division Managers (All Divisions)
Mark Davies, Quantitative Analysis
Francis W. Hoeber, Special Assistant
Steven D. Bonville, Special Assistant