

# JUDICIAL COUNCIL OF GEORGIA

General Session

Friday, February 10, 2023

10 a.m. – 12:30 p.m.



By Remote Conferencing

**Judicial Council of Georgia**  
**General Session**

**By Remote Conferencing**

**Friday, February 10, 2023**

10 a.m. – 12:30 p.m.

Livestream at <https://www.youtube.com/judicialcouncilofgeorgia>

- 1. Preliminary Remarks & Swearing In of New Members**  
(Chief Justice Michael P. Boggs, Est. Time – 5 Min.)
- 2. Roll Call of Judicial Council Members**  
(Ms. Cynthia H. Clanton, Est. Time – 2 Min.)
- 3. Pledge of Allegiance**  
(Chief Judge R. Timothy Hamil, Est. Time – 1 Min.)
- 4. Approval of Minutes (*Action Item*)** **TAB 1**  
(Chief Justice Michael P. Boggs, Est. Time – 2 Min.)
- 5. Judicial Council/AOC 50<sup>th</sup> Anniversary**  
(Former Judge & Judicial Council Fellow Tain Kell – 10 Min.)
- 6. Judicial Council Committee Reports**
  - A. Legislation Committee**  
(Presiding Justice Nels S.D. Peterson, Est. Time – 5 Min.)
  - B. Budget Committee** **TAB 2**  
(Justice Charles J. Bethel, Est. Time – 5 Min.)
  - C. Judicial Emergency Preparedness Committee (*Written Report*)** **TAB 3**
  - D. ARPA Funding Committee (*Written Report*)** **TAB 4**
- 7. Report from Judicial Council/AOC** **TAB 5**  
(Ms. Cynthia H. Clanton, Est. Time – 10 Min.)
- 8. Reports from Courts, Councils, & State Bar** **TAB 6**  
(Est. Time – 15 min.)
  - A. Supreme Court**
  - B. Court of Appeals**
  - C. State-wide Business Court**
  - D. Council of Superior Court Judges**

- E. Council of State Court Judges**
- F. Council of Juvenile Court Judges**
- G. Council of Probate Court Judges**
- H. Council of Magistrate Court Judges**
- I. Council of Municipal Court Judges**
- J. State Bar of Georgia**

**9. Reports from additional Judicial Branch Agencies**  
(Est. Time – 10 Min.)

**TAB 7**

- A. Council of Accountability Court Judges**
- B. Georgia Commission on Dispute Resolution**
- C. Council of Superior Court Clerks**
- D. Chief Justice’s Commission on Professionalism**
- E. Georgia Council of Court Administrators**
- F. Institute of Continuing Judicial Education**
- G. Judicial Qualifications Commission**

**10. Old/New Business**  
(Chief Justice Michael P. Boggs, Est. Time – 3 Min.)

**11. Special Recognition**  
(Chief Justice Michael P. Boggs, Est. Time – 3 Min.)

**12. Concluding Remarks & Adjournment of Meeting**  
(Chief Justice Michael P. Boggs, Est. Time – 3 Min.)

**Next Judicial Council Meeting – General Session**

Friday, April 21, 2023      10 a.m. – 12:30 p.m.      Columbus Convention & Trade Center / Columbus, GA

**CY 2023 Meeting Calendar – Judicial Council General Session**

Friday, August 18, 2023      10 a.m. – 12 p.m.      Atlanta, GA  
 Friday, December 8, 2023      10 a.m. – 12 p.m.      Zoom Conferencing

# Judicial Council of Georgia

## Members as of January 1, 2023

<p>Chief Justice Michael P. Boggs <b>Chair</b></p>	<p>Supreme Court</p>	<p>Nathan Deal Judicial Center 330 Capitol Avenue, S.E. 1<sup>st</sup> Floor, Suite 1100 Atlanta, GA 30334</p>	<p>P: 404-657-3470 F: 404-656-2253</p>	<p><a href="mailto:boggsm@gasupreme.us">boggsm@gasupreme.us</a></p>
<p>Presiding Justice Nels S.D. Peterson <b>Vice-Chair</b></p>	<p>Supreme Court</p>	<p>Nathan Deal Judicial Center 330 Capitol Avenue, S.E. 1<sup>st</sup> Floor, Suite 1100 Atlanta, GA 30334</p>	<p>P: 404-656-3470 F: 404-656-2253</p>	<p><a href="mailto:peteronn@gasupreme.us">peteronn@gasupreme.us</a></p>
<p>Chief Judge Brian M. Rickman</p>	<p>Court of Appeals</p>	<p>Nathan Deal Judicial Center 330 Capitol Avenue, S.E. Suite 1601 Atlanta, GA 30334</p>	<p>P: 404-656-3450 F: 404-651-6187</p>	<p><a href="mailto:rickmanb@gaappeals.us">rickmanb@gaappeals.us</a></p>
<p>Vice Chief Judge Amanda H. Mercier</p>	<p>Court of Appeals</p>	<p>Nathan Deal Judicial Center 330 Capitol Avenue, S.E. Suite 1601 Atlanta, GA 30334</p>	<p>P: 404-656-3450 F: 404-651-6187</p>	<p><a href="mailto:merciera@gaappeals.us">merciera@gaappeals.us</a></p>
<p>Judge William “Bill” Grady Hamrick III</p>	<p>Georgia State-Wide Business Court</p>	<p>Nathan Deal Judicial Center 330 Capitol Avenue, S.E. Suite BC320 Atlanta, GA 30334</p>	<p>P: 404-656-3080</p>	<p><a href="mailto:hamrickb@gsbc.us">hamrickb@gsbc.us</a></p>
<p>Chief Judge Arthur L. Smith III <b>President, CSCJ</b></p>	<p>Superior Court</p>	<p>Chattahoochee Judicial Circuit PO Box 1340 Columbus, GA 31902</p>	<p>P: 706-321-7355</p>	<p><a href="mailto:arthursmith@columbusga.gov">arthursmith@columbusga.gov</a></p>
<p>Judge John E. Morse <b>President-Elect, CSCJ</b></p>	<p>Superior Court</p>	<p>Eastern Judicial Circuit Chatham County Courthouse 133 Montgomery St., Suite 213 Savannah, GA 31401</p>	<p>P: 912-652-7236</p>	<p><a href="mailto:jemorse@chathamcounty.org">jemorse@chathamcounty.org</a></p>
<p>Judge D. Jay Stewart <b>1st JAD</b></p>	<p>Superior Court</p>	<p>Atlantic Judicial Circuit Evans County Courthouse P.O. Box 842 Claxton, GA 30417</p>	<p>P: 912-739-4922 F: 912-739-4950</p>	<p><a href="mailto:jaystewart217@hotmail.com">jaystewart217@hotmail.com</a> <a href="mailto:stewart.judicial.assistant@gmail.com">stewart.judicial.assistant@gmail.com</a></p>
<p>Judge Melanie B. Cross <b>2nd JAD</b></p>	<p>Superior Court</p>	<p>Tifton Judicial Circuit PO Box 7090 Tifton, GA 31793</p>	<p>P: 229-386-7904</p>	<p><a href="mailto:melanie.cross@tiftcounty.org">melanie.cross@tiftcounty.org</a></p>
<p>Judge W. James Sizemore, Jr. <b>3rd JAD</b></p>	<p>Superior Court</p>	<p>Southwestern Judicial Circuit PO Drawer 784 Americus, GA 31709</p>	<p>P: 229-924-2269 F: 229-924-1614</p>	<p><a href="mailto:wjsizemorejr@gmail.com">wjsizemorejr@gmail.com</a></p>



Chief Judge LaTisha Dear Jackson <b>4th JAD</b>	Superior Court	Stone Mountain Judicial Circuit 556 N. McDonough Street Room 7220 Decatur, GA, 30030	P: 404-371-4710	<a href="mailto:ldearjackson@dekalbcountyga.gov">ldearjackson@dekalbcountyga.gov</a>
Chief Judge Ural D. Glanville <b>5th JAD</b>	Superior Court	Atlanta Judicial Circuit T-8905 Justice Center Tower 185 Central Avenue SW STE T-8905 Atlanta, GA 30303	P: 404-612-8591 F: 404-893-6605	<a href="mailto:ural.glanville@fultoncountyga.gov">ural.glanville@fultoncountyga.gov</a>
Chief Judge W. Fletcher Sams <b>6th JAD</b>	Superior Court	Griffin Judicial Circuit Fayette County Justice Center One Center Drive Fayetteville, GA 30214	P: 770-716-4282 F: 770-716-4862	<a href="mailto:fletcher@fayettecountyga.gov">fletcher@fayettecountyga.gov</a>
Chief Judge D. Scott Smith <b>7th JAD</b>	Superior Court	Cherokee Judicial Circuit 135 West Cherokee Avenue Suite 335 Cartersville, GA, 30120	P: 678-721-3242	<a href="mailto:smiths@bartowga.org">smiths@bartowga.org</a>
Chief Judge Sarah Wall <b>8th JAD</b>	Superior Court	Oconee Judicial Circuit PO Box 1096 Hawkinsville, GA 31036	P: 478-783-2900 F: 478-783-2902	<a href="mailto:walls@eighthdistrict.org">walls@eighthdistrict.org</a>
Chief Judge R. Timothy Hamil <b>9th JAD</b>	Superior Court	Gwinnett Judicial Circuit 75 Langley Drive Lawrenceville, GA 30046	P: 770-822-8672 F: 770-822-8536	<a href="mailto:tim.hamill@gwinnettcounty.com">tim.hamill@gwinnettcounty.com</a>
Chief Judge Joseph H. Booth <b>10th JAD</b>	Superior Court	Piedmont Judicial Circuit 5000 Jackson Parkway Suite 330 Jefferson, GA 30549	P: 706-387-6392	<a href="mailto:jbooth@jacksoncounty.gov">jbooth@jacksoncounty.gov</a>
Judge R. Violet Bennett <b>President, CStCJ</b>	State Court	Wayne County 392 E. Walnut Street Jesup, GA 31546	P: 912-427-4240	<a href="mailto:singinglawyer@bennett-lindsey.com">singinglawyer@bennett-lindsey.com</a>
Chief Judge John Kent Edwards, Jr. <b>President-Elect, CStCJ</b>	State Court	Lowndes County P.O. Box 1661 Valdosta, GA 31603	P: 229-671-2600	<a href="mailto:jedwards@lowndescounty.com">jedwards@lowndescounty.com</a>
Judge Render M. Heard, Jr. <b>President, CJCJ</b>	Juvenile Court	Tifton Judicial Circuit 225 Tift Avenue North Suite C-1 Tifton, GA 31793	P: 229-386-7909	<a href="mailto:render.heard@tiftcounty.org">render.heard@tiftcounty.org</a>

# Judicial Council of Georgia

## Members as of January 1, 2023

Judge Warner L. Kennon <b>President-Elect, CJCJ</b>	Juvenile Court	Chattahoochee Judicial Circuit P.O. Box 311 Gainesville, GA 30503	P: 706-225-3549	<a href="mailto:wkennon@columbusga.org">wkennon@columbusga.org</a> <a href="mailto:wlk@wlkpc.com">wlk@wlkpc.com</a>
Judge B. Shawn Rhodes <b>President, CPCJ</b>	Probate Court	Wilcox County 215 South Depot St. Abbeville, GA 31001	P: 229-467-3201	<a href="mailto:judgeshawnrhodes@gmail.com">judgeshawnrhodes@gmail.com</a>
Judge Danielle McRae <b>President-Elect, CPCJ</b>	Probate Court	Upson County P.O. Box 906 Thomaston, GA 30286	P: 706-647-7015 F: 706-646-3341	<a href="mailto:dmcrae@upsoncountyga.org">dmcrae@upsoncountyga.org</a>
Chief Judge Rebecca J. Pitts <b>President, CMCJ</b>	Magistrate Court	Butts County 625 W. 3 <sup>rd</sup> St. Suite 11 Jackson, GA 30233	P: 770-775-8220	<a href="mailto:rpitts@buttscounty.org">rpitts@buttscounty.org</a>
Chief Judge Brandon Bryson <b>President-Elect, CMCJ</b>	Magistrate Court	Bartow County 112 W. Cherokee Ave Suite 101 Cartersville, GA 30120	P: 770-387-5070 F: 770-387-5073	<a href="mailto:brysonb@bartowcountyga.com">brysonb@bartowcountyga.com</a>
Judge JaDawnya C. Baker <b>President, CMuCJ</b>	Municipal Court	Municipal Court of Atlanta 150 Garnett Street, SW Atlanta, GA 30303	P: 404-558-5970	<a href="mailto:jcbaker@atlantaga.gov">jcbaker@atlantaga.gov</a>
Judge Matthew M. McCord <b>President-Elect, CMuCJ</b>	Municipal Court	Municipal Court of Stockbridge 4602 N. Henry Blvd. Stockbridge, GA 30281	P: 770-389-7906	<a href="mailto:matt@mmccordlaw.com">matt@mmccordlaw.com</a>
Ms. Sally Akins <b>President, State Bar of Georgia</b>	State Bar of GA	1480 Chatham Parkway Suite 210 Savannah, GA 31405	P: 912-417-2879	<a href="mailto:sakins@milesmediation.com">sakins@milesmediation.com</a>

# Administrative Office of the Courts

244 Washington St. SW, Suite 300  
Atlanta, GA 30334

*Cynthia H. Clanton, Director*

*As of February 1, 2023*

## Director's Office

### Administration

Alexis Bauman

*Front Desk*  
404-656-5171

### Budget

Andrew Zoll

### Governmental and Trial Court Liaison

Tracy Mason

LaShawn Murphy

Cheryl Karounos

Shirley Roberts

Shimike Dodson  
*ARPA*

### Human Resources

Jacqueline Booker

Jasmine Duffin

### General Counsel

Jessica Farah

Darron Enns

Carole Collier

Billy Scott

### Judicial Services

Stephanie Hines  
Division Director

### Research and Data Analysis

Jeffrey Thorpe

Amber Richardson

Andres Bosque

Mitchell Redd

Alexis Bell

### Court Professionals

Herbert Gordon

LaShica Briscoe

Tiffanie Bacon

Audrianna Smith

Arnecia Ringer

### Communications, Children, Families & the Courts

Michelle Barclay  
Division Director

Noelle Lagueux-Alvarez

Elaine Johnson

Latoinna Lawrence

Paula Myrick

Bruce Shaw

Diana Johnson

Ca'Dedra Sullivan

Deonte Mayfield

### Financial Administration

Peterson David  
CFO/Division Director

Kimberly Jenkins

Kim Burley

Celesta Murray

Cassandra Niblack

*All email addresses follow this format:  
Firstname.lastname@georgiacourts.gov*

Miya Perrimon

Amber Braswell

Kari Kitchens

John Chang

*ARPA*

Jiajun Liu

Carolyn Cain-Smith

Colton Trent

*ARPA*

Sharmaine Small

Regina Hailey

*ARPA*

Khalil Nunes

Sandra Nichols

*ARPA*

Cherecia Kline

***Tax Intercept***

Andrew Theus

**Information Technology**

Ben Luke  
CTO/Division  
Director

Devin Cooper

Jessica Jones

Amber Range

Angela He

Kristy King

Christina Liu

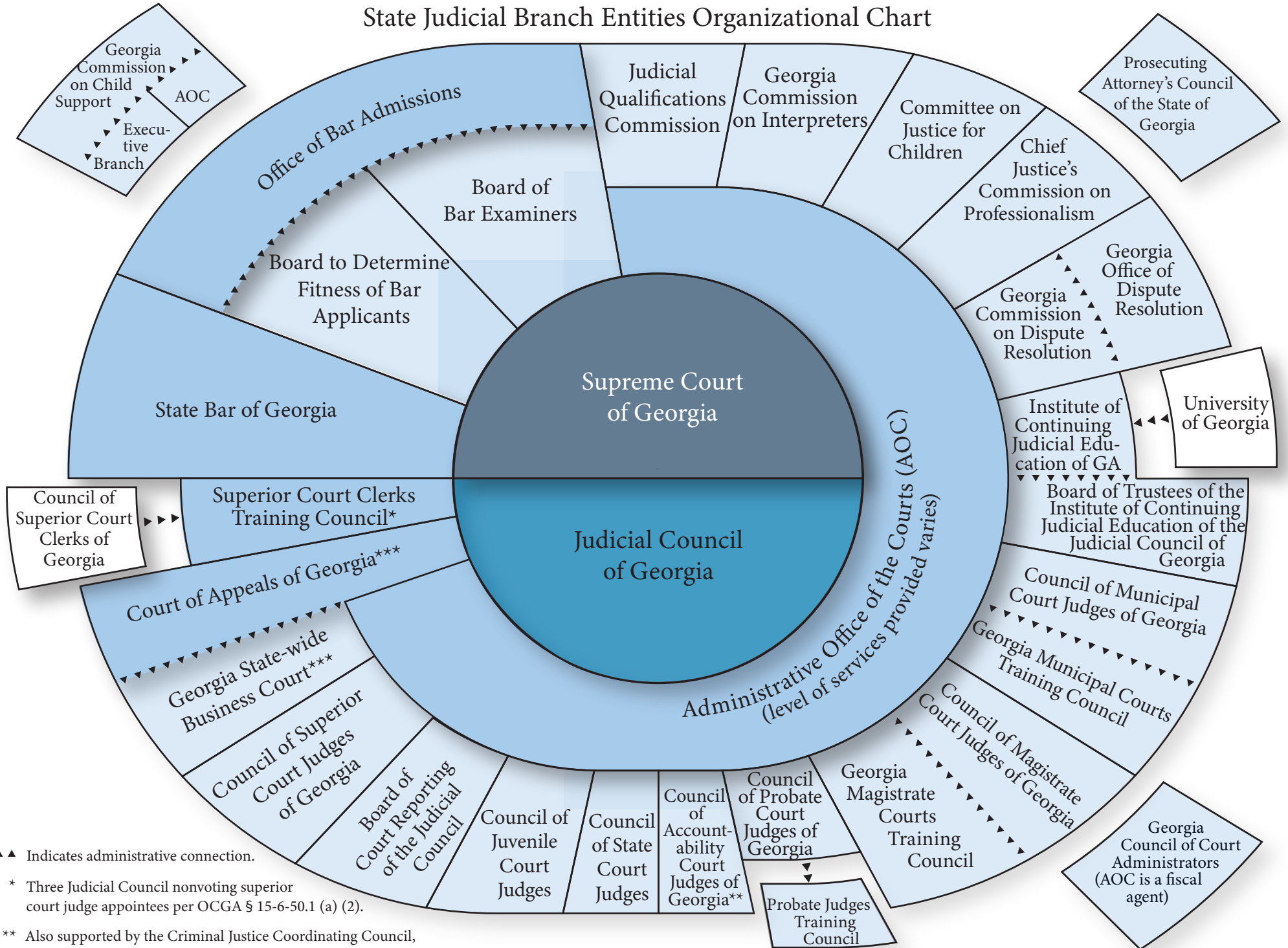
Michael Neuren

Kriste Pope

Afzal Masood

*All email addresses follow this format:  
Firstname.lastname@georgiacourts.gov*

# State Judicial Branch Entities Organizational Chart



▲▲ Indicates administrative connection.

\* Three Judicial Council nonvoting superior court judge appointees per OCGA § 15-6-50.1 (a) (2).

\*\* Also supported by the Criminal Justice Coordinating Council, an Executive Branch agency.

\*\*\* The GSBC is "assigned for administrative purposes only to the Court of Appeals" per OCGA § 15- 5A-16.



# Judicial Council of Georgia

# STRATEGIC PLAN

FY 2020-2023  
Revised

## VISION

To improve justice in all Georgia courts through **collaboration, innovation, and information.**

## MISSION

The Judicial Council and AOC lead collaboration on policy across Georgia's courts to **improve the administration of justice in Georgia.**

## GUIDING PRINCIPLES

Uphold the independence and integrity of the judiciary.

Promote efficient and effective administration of justice.

Use data to lead to data-driven services and programs for the Judicial Branch.

Collaborate and communicate with key stakeholders in judicial, executive, and legislative branches.

### STRATEGIC OBJECTIVE 1

## 1 IMPROVE CITIZEN EXPERIENCE WITH GEORGIA COURTS

### KEY INITIATIVES

#### 1.1 Modernize the regulations of Court professionals

**Measurable action:** Monitor and assist with the update of rules and regulations regarding Court Reporters and Court Interpreters. (MT)

**Measurable action:** Report back to the Judicial Council. (LT)

#### 1.2 Increase resources for public accessibility

**Measurable action:** Flesh out what public accessibility means. (ST)

**Measurable action:** Frame what it would look like to help citizens with public accessibility as defined. (MT)

#### 1.3 Educate citizens on the use of case-related filing technology

**Measurable action:** Create a toolkit of existing resources citizens can access from one portal which will provide information on Court-related questions. (LT)

#### 1.4 Develop plan for public/self-represented party accessibility to courts during crisis when physical access to courts are limited

**Measurable action:** Analyze access and response issues of current crisis on each class of court. Collect the data differences between the technology used in urban and rural areas of the State. (ST)

**Measurable action:** Create a planned response for each class of court according to technology capabilities to address public/self-represented party accessibility during crisis with limited physical access to the courts. (LT)





## STRATEGIC OBJECTIVE 2

2

### IMPROVE COLLABORATION AND PLANNING

#### KEY INITIATIVES

#### 2.1 Foster ongoing executive and legislative branch communications and initiatives of mutual interest

Measurable action: Monitor the communication and advocacy done on behalf of the Judiciary. (ongoing)

#### 2.2 Improve the process for data collection and data integrity

Measurable action: Create basic plan for the process of data collection to share with the various councils. (MT)

Measurable action: Share with the councils and stakeholders to obtain buy-in. (LT)

#### 2.3 Pursue flexibility and efficiency in judicial education

Measurable action: Study the possibilities for flexibility and efficiency in judicial education across different classes of court. (MT)

Measurable action: Collaborate with ICJE to offer classes on topics requested by the Judicial Council such as sexual harassment prevention and ethics. (MT)

Measurable action: Compile and maintain a listing of all trainings sponsored or provided by the JC/AOC. (ST)

#### 2.4 Improve technology access, support and training across all classes of courts

Measurable action: Audit/Survey technology access, support and electronic capabilities across all class of courts, including identifying video and telephone conference platforms in use by each class of court. (ST)

Measurable action: Collaborate with AOC and Councils to offer support and solutions to technology issues for courts without support or funding. (LT)

Measurable action: Create resource (bench card) of best practices and options for video and teleconferencing proceedings – Rules of Engagement. (MT)

Measurable action: Collaborate with ICJE to offer classes or online training on video conferencing particular to each class of court, including instructions on the use of video conferencing applications such as Web Ex, Zoom, Microsoft Teams. (LT)

#### 2.5 Support all classes of Court in crisis management response taking into consideration both rural and urban areas and socio-economic factors for courts

Measurable action: Assist and support Councils for each class of court in identifying emergency functions and prioritizing other court functions that may be performed even during certain crisis situations. (LT)

Measurable action: Assist and support Councils for each class of court to create a well-defined emergency response plan. (MT)

Measurable action: Create reference guide to Pandemic issues in the Courts. (ST–MT)

## STRATEGIC OBJECTIVE 3

3

### PROMOTE THE WELLBEING, HEALTH, AND INTEGRITY OF THE JUDICIARY

#### KEY INITIATIVES

#### 3.1 Develop a toolkit of wellness resources

Measurable action: Create a definition for “wellness” to be used when deciding which items belong in the toolkit. (ST)

Measurable action: Create the toolkit, which will be a compilation of resources to support “wellness”, possibly including State Bar resources among others. (LT)

#### 3.2 Communicate and promote the toolkit

Measurable action: Leverage relationships with ICJE and each Council to offer training on the toolkit to each Council for one year. (LT)

Measurable action: Develop feedback survey for the trainings. (LT)

Measurable action: Encourage a “wellness” event at each Judicial Council and court meeting. (LT)

## STRATEGIC OBJECTIVE 4

4

### ENHANCE THE PROFESSIONAL AND ETHICAL IMAGE OF THE JUDICIARY

#### KEY INITIATIVES

#### 4.1 Support judges in community engagement

Measurable action: Continue to create and gather positive stories about the judiciary. (ongoing)

Measurable action: Develop practical rules for social media engagement. (ST)

#### 4.2 Develop a clearinghouse of resources for community engagement

Measurable action: Create the clearinghouse, which will be a compilation of existing resources members of the Judiciary can access when participating in community-facing programs. (MT)

#### 4.3 Communicate and promote the clearinghouse

Measurable action: Set a schedule for communicating the clearinghouse; set a calendar with events to support community engagement. (LT)

# TAB 1



PLACEHOLDER:  
DRAFT Minutes  
12/9/22

# TAB 2



# Judicial Council of Georgia

## Administrative Office of the Courts

Chief Justice Michael P. Boggs  
*Chair*

Cynthia H. Clanton  
*Director*

Date: January 26, 2023

To: Judicial Council Members

From: Standing Committee on Budget  
Justice Charlie Bethel, Chair

RE: Judicial Council Budget and Financial Report

### **Fiscal Year 2023 Judicial Council Budget and Financial Report as of December 30, 2022**

The Judicial Council Budget and Financial Report is attached for review.

### **Meetings with House Public Safety and Senate Judicial Appropriations Subcommittee Chairs**

Justice Bethel met with Chairman Hitchens of the House Public Safety Appropriations Subcommittee to present and answer questions regarding the Judicial Council's AFY23 and FY24 budget requests. At the time of this report a meeting with Chairman John Kennedy of the Senate Judicial Appropriations Subcommittee is in the process of being scheduled.

### **Joint Appropriations Hearings**

The 2023 legislative session began on January 9, 2023. The House and Senate Appropriations Committees held Joint Hearings on the Amended FY23 and FY24 General Budgets from January 17 – January 19, 2023. On January 19<sup>th</sup>, Chief Justice Boggs presented an update on the Judicial Branch, the ARPA Grant process, and the AFY23 and FY24 General budget requests for the Supreme Court. Chief Judge Rickman presented an update on the Court of Appeals as well as their budget requests, while Judge Arthur Smith, President of the Council of Superior Court Judges, presented budget requests and provided updates on the Superior Courts. Finally, Pete Skandalakis of the Prosecuting Attorneys' Council and Mike Holliman of the Council of Superior Court Clerks presented an update to the Committee on the status of the Criminal Data Exchange.

### **Amended FY23 – House Public Safety Appropriations Subcommittee Hearings**

The House Public Safety Appropriations Subcommittee held a meeting on the Amended Budget on January 19<sup>th</sup>, 2023. The Judicial Council presented its requests for the Automated Data Collection Project, funds to true-up the FY23 COLA for ICJE, as well as an increase in funds for operations for ICJE. The total of the three requests is \$141,377. The next step for the bill will be a hearing of the full House Appropriations Committee.

## **Amended FY23 – Senate Judicial Appropriations Subcommittee Hearings**

The Judicial Council is still awaiting the announcement of hearings for the Senate Judicial Appropriations Subcommittee on the Amended FY23 Budget.

### **Attachments:**

Fiscal Year 2023 Judicial Council Budget and Financial Report as of December 30, 2022

**Fiscal Year 2023 - Judicial Council Operations**  
**December 30, 2022**

Department	Project	FY 2023 Budget	YTD Expenditures	Remaining	Budget Spent
<b>Administrative Office of The Courts</b>		<b>\$ 8,562,138</b>	<b>\$ 3,624,695</b>	<b>\$ 4,937,443</b>	<b>42%</b>
Legal Services for Domestic Violence	103	\$ 3,000,000	\$ 2,910,002	\$ 89,998	97%
Georgia Council of Court Administrators	141	\$ 16,389	\$ -	\$ 16,389	0%
Council of Municipal Court Judges	142	\$ 13,919	\$ 3,985	\$ 9,934	29%
Child Support Collaborative	174	\$ 134,425	\$ 65,171	\$ 69,254	48%
Council of Magistrate Court Judges	204	\$ 211,066	\$ 91,599	\$ 119,467	43%
Council of Probate Court Judges	205	\$ 205,754	\$ 98,995	\$ 106,759	48%
Council of State Court Judges	206	\$ 279,450	\$ 119,521	\$ 159,929	43%
Council of State Court Judges Ret.	207	\$ 2,588,814	\$ 31,386	\$ 2,557,428	1%
Legal Services for Kinship Care Families	1103	\$ 750,000	\$ 727,515	\$ 22,485	97%
<b>Other Judicial Council Subprograms</b>		<b>\$ 7,199,817</b>	<b>\$ 4,048,173</b>	<b>\$ 3,151,644</b>	<b>56%</b>
Accountability Court Council	195	\$ 737,944	\$ 278,334	\$ 459,610	38%
CACJ-Peer Review Process	199	\$ 74,374	\$ 14,950	\$ 59,424	20%
Inst of Continuing Jud Ed Administration	301	\$ 642,932	\$ 247,200	\$ 395,732	38%
Judicial Qualifications Commission	400	\$ 1,231,371	\$ 536,911	\$ 694,460	44%
Resource Center	500	\$ 800,000	\$ 400,000	\$ 400,000	50%
<b>Separate Judicial Council Programs</b>		<b>\$ 3,486,621</b>	<b>\$ 1,477,395</b>	<b>\$ 2,009,226</b>	<b>42%</b>
<b>TOTAL JUDICIAL COUNCIL</b>		<b>\$ 19,248,576</b>	<b>\$ 9,150,263</b>	<b>\$ 10,098,313</b>	<b>48%</b>

# TAB 3



# Judicial Council of Georgia

## Administrative Office of the Courts

**Chief Justice Michael P. Boggs**  
*Chair*

**Cynthia H. Clanton**  
*Director*

### **Memorandum**

TO: Judicial Council of Georgia

FROM: Ben Luke, Chief Technology Officer

RE: Ad-hoc Committee on Judicial Emergency Preparedness

DATE: February 1, 2023

This committee continues to meet regularly, as do its five subcommittees. Many of the subcommittees, acting as limited scope working groups, have produced the first iteration of their work product and now work collaboratively with other subcommittees to consolidate deliverables.

The full committee plans to meet again in late February to early March. A draft emergency preparedness and continuity of operations plan is expected in the Summer of 2023.

Sam Wolf, former staff support to the committee, has ended her contract effective December 31, 2022. JC/AOC's Amber Range will step up to fill that role.

# TAB 4





## Judicial Council of Georgia Administrative Office of the Courts

**Chief Justice Michael P. Boggs**  
*Chair*

**Cynthia H. Clanton**  
*Director*

### Memorandum

TO: Judicial Council Members

FROM: Chief Justice Michael P. Boggs  
Chair, Ad Hoc Committee on American Rescue Plan Act Funding

RE: Committee Report

DATE: February 2, 2023

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As reported at the last Judicial Council meeting, through continued partnership with the Governor's Office of Planning and Budget, on December 8, 2022, the Committee approved audio-visual equipment modernization in existing courtrooms as an eligible expenditure, subject to certain rules and procedures. The ARPA Audio-Visual Equipment Modernization Policy is attached and posted on the ARPA website at <https://jcaoc.georgiacourts.gov/arpa/>.

Additionally, the Committee approved an increase to the award cap from \$2 million to \$2.5 million per calendar year for all eligible expenses, including audio-visual equipment modernization.

All Committee documents have been updated accordingly to reflect these new policies, along with other revisions. The Frequently Asked Questions document was updated on January 11, 2023, to include new questions 28.1, 37, and 38, and updates to a number of existing questions. A complete list of revisions by date may be found on the cover of the document.

The AOC ARPA Fiscal Team hosted a Technical Assistance Training for CY 2023 grantees on Friday, January 20, 2023. The Team has also developed the ARPA Grant Dashboard, which went live on Wednesday, February 1, 2023. The Dashboard may be accessed through the ARPA website.

As a reminder, ARPA funds are awarded for the duration of one calendar year and all CY 2022 funds expired on December 31, 2022. Grantees have been given 60 days to submit reimbursement requests (deadline March 1, 2023) for grant expenses incurred through such date; CY 2022 funds do not transfer or carryover to CY 2023.

The AOC ARPA Fiscal Team continues to work closely with circuits on the reimbursement process. As of Friday, January 27, 2023, a total of \$9,818,215 has been reimbursed to circuits for CY 2022 expenses.

The Committee will next accept applications from April 1 to April 15, 2023, for the award period beginning June 1, 2023. The CY 2023 program timeline is available on the ARPA website.

Grant documents will continue to be updated as new information and guidance are received. All grantees and applicants are encouraged to visit the website (<https://jcaoc.georgiacourts.gov/arpa/>) regularly for the most up-to-date information.

Please send any questions to the ARPA Grants Team at [arpa@georgiacourts.gov](mailto:arpa@georgiacourts.gov).

Attachment

## ARPA Audio-Visual Equipment Modernization Policy

On December 8, 2022, the ARPA Committee approved audio-visual equipment modernization in existing courtrooms as an eligible expenditure, subject to the following rules and procedures:

(a) Definitions:

(1) “Audio-visual equipment modernization” means the purchase and installation of fixed and movable equipment necessary to address audio-visual controls, video presentation, audio, video streaming, and video conferencing, including any of the following:

- (i) Control panels to control an audio-visual system, commonly installed at a judge’s bench and/or clerk’s desk;
- (ii) Displays for evidence presentation, control monitoring, and public access in a designated viewing area;
- (iii) Speakers mounted on desks, ceilings, walls, or other locations;
- (iv) Fixed and wireless microphones;
- (v) Fixed video cameras;
- (vi) An evidence presentation cart or station with document cameras and technology inputs;
- (vii) A court reporter interface to connect to courtroom audio and/or video;
- (viii) Assistive listening and assistive display devices;
- (ix) Related peripheral items, such as hardware mounts, power supplies, and networking hardware;
- (x) Design, engineering, and installation;
- (xi) Troubleshooting services for a fixed period after installation; and
- (xii) Other audio-visual equipment modernization costs approved by OPB and the Committee.

(2) “Existing courtroom” means a room that is:

- (i) Fully constructed and in use prior to the date of the award;
- (ii) Permanently dedicated to the primary purpose of conducting court proceedings; and
- (iii) Not a room or facility only temporarily used to conduct court proceedings.

(b) Audio-visual equipment modernization in **an existing courtroom** is an ARPA-eligible expenditure, on the condition that all the following documentation is submitted to the Committee for approval:

- (1) An ARPA Grant Application, as provided at <https://jcaoc.georgiacourts.gov/arpa/>;
- (2) A detailed justification letter stating that audio-visual equipment modernization expenditures are a necessary component of a response to court case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies;
- (3) A detailed summary of the project, including a complete project timeline;
- (4) A detailed proposal from a vendor, including an estimate of the cost of the project and all equipment to be installed; and
- (5) A revised Budget Form adding “Audio-visual equipment modernization” and the amount requested for such expenditures under the “ARPA-Eligible Administrative Expenses” category.

(c) Requests for proposals from vendors for audio-visual equipment modernization shall be subject to local competitive bidding requirements and procedures regarding the purchase of equipment, supplies, services, or other items with public funds.

(d) Per federal regulations and OPB requirements, audio-visual equipment modernization costs must be necessary, reasonable, and proportional to the objectively demonstrated need to

## **ARPA Audio-Visual Equipment Modernization Policy**

respond to case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies. To determine the reasonableness of audio-visual modernization costs, consideration must be given to market prices for comparable goods or services for the geographic area where the courtroom is located, as provided in 2 CFR § 200.404 (c).

(e) The following expenditures remain prohibited:

(1) Permanent adaptations to existing facilities unrelated to audio-visual equipment modernization; and

(2) Construction of a new courtroom or new court facility, including the cost of audio-visual equipment for a new courtroom or new facility.

(f) ARPA grant recipients will be reimbursed for audio-visual equipment modernization costs as eligible expenditures are incurred and reported with adequate documentation to AOC. **No advances or retroactive payments are authorized.**

(g) Applicants may be reimbursed for costs incurred on an audio-visual equipment modernization project that is currently in progress if the entire audio-visual equipment modernization project is approved by the Committee, as provided in (b), subject to the following:

(1) Reimbursement for an in-progress audio-visual equipment modernization project shall be limited to costs incurred on or after the date of award; and

(2) Audio-visual equipment modernization costs incurred prior to the date of award shall not be reimbursed.

(h) ARPA funds **are subject to recoupment** if used for impermissible purposes, as provided in 31 CFR § 35.10.

# TAB 5



## Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Michael Boggs  
*Chair*

Cynthia H. Clanton  
*Director*

### Memorandum

TO: Judicial Council of Georgia

FROM: Michelle Barclay, Division Director

RE: JC/AOC's Communications, Children, Families, and the Courts Division

DATE: February 10, 2023

The Communications, Children, Families and the Courts Division of the JC/AOC serves as the hub for all communications and provides staff for the Supreme Court of Georgia Committee on Justice for Children, chaired by Justice Charles Bethel; the Georgia Commission on Child Support, chaired by Troup County Juvenile Court Judge Michael Key; and the Judicial Council Standing Committee on Access to Justice, chaired by Justice Verda Colvin. This Division also assists with general grant work for courts in partnership with the legal staff in the Director's Division. 2023 marks the 50th anniversary of the Judicial Council/Administrative Office of the Courts, and we have retained retired Judge Tain Kell as a one-year judicial fellow to help us announce, commemorate, and celebrate that milestone especially in an effort to educate the legal community and the public about the work of the Judicial Council/AOC. In addition, we have created a commemorative logo for pins, stationary, Zoom backgrounds, etc.; have developed and are planning a rollout of an archive for JC/AOC Annual Reports, issuing press releases; producing short videos featuring former and current Judicial Council members speaking on its work over the last five decades, requesting a more expansive Judicial Section luncheon at the State Bar Annual Meeting (June 2023); planning a service project with Habitat for Humanity; and organizing a wellness event for JC/AOC staff at our December All Staff Meeting.

Following is a brief synopsis of the current work.

- **Committee on Justice for Children (J4C):** Federal grant funding is in place through FY 2023. On June 29, 2022, Court Improvement Program (CIP) Director Diana Rugh Johnson submitted Georgia's Application for State Court Improvement Funds for Fiscal Year 2023,

which included Georgia's Self-Assessment and updated Strategic Plan. The priorities for J4C now include:

- The Court Process Reporting System (CPRS) meets the need for real-time data sharing between the Division of Family and Children Services (DFCS), the courts, and other child welfare professionals. CPRS also enables the uploading and e-filing of court orders, which all special assistant attorneys general (SAAGs) representing DFCS are required to do. CPRS functionality was recently expanded to provide a secure portal for use by Clerks of the Superior Courts to transmit statutorily-required adoption orders, pleadings, and other documents to the DFCS Adoption Unit. J4C's current priority is to address Georgia's lack of statewide court data on dependency and termination cases, specifically data on agency and court compliance with mandatory timelines, using hearing dates and other case information in CPRS.
- Georgia served as a pilot site for the Judicial, Court, and Attorney Measures of Performance (JCAMP) project, which is funded by the Children's Bureau through the Capacity Building Center for Courts. Georgia field tested performance measures relevant to statewide child welfare practice through court observations, court file reviews, and participant surveys. J4C is now in the process of refining the pilot measures to more closely align with Georgia-specific practice. Data collected through JCAMP will assist J4C to understand current court practices and identify areas for improvement. JCAMP data will also provide information useful to the Statewide Assessment that DFCS will complete prior to the beginning of Round 4 of the Child and Family Services Review (CFSR) in January of 2024. JCAMP data collection is scheduled to begin in March 2023.
- The Cold Case Project is a joint project of the J4C Committee and DFCS. Using a computer model, the Project identifies children in foster care whose cases are not moving toward permanency and convenes stakeholders in roundtable meetings to review the substantive due process rights of the children and to brainstorm ways to navigate around roadblocks to permanency. In addition to this case-specific work, J4C is focused on using lessons learned through the Cold Case Project to inform child welfare policy and practice.
- The Court Improvement Initiative (CII) brings together leading juvenile court judges and court teams twice a year to review current child welfare data and the latest research on best practices in child welfare cases. CII will meet at Calloway Gardens in August 2023.
- Georgia now has 61 attorneys and 10 judges who are certified Child Welfare Law Specialists (CWLS). J4C remains focused on the recruitment and retention of CWLSs and is offering financial assistance with application fees as well as annual renewal and recertification fees.
- J4C, DFCS, OCA, and GA CASA held their sixth annual statewide Child Welfare Law Summit on November 30 – December 2, 2022. This Summit offered in-person and virtual attendance options and all presentations remain available to attendees on-demand for 90 days after the Summit ends.
- J4C also sponsors the Justice P. Harris Hines Awards for outstanding advocacy for children in dependency proceedings. Justice Charlie Bethel presented the 2022 Hines Awards at the State Bar Annual Meeting in June 2022. This year's case

manager winner was Kathrine Hamm from Hall County DFCS and the attorney winner was Jennifer Cline, the Special Assistant Attorney General (SAAG) in Rockdale County. The 2022 winners were also recognized at the Summit. Nominations for the 2023 Hines Awards are open and will close at the end of February 2023.

- **The next J4C Committee meeting will be held on February 10, 2023.**
- **Communications:** Improving communication can improve justice in all Georgia courts through collaboration and innovation, so it is a priority under the Judicial Council's Strategic Plan. One communication tool is our monthly e-newsletter—the Georgia Courts Journal—which may be found at <https://georgiacourtsjournal.org/>. At that website, in addition to back issues of the Georgia Courts Journal, you will find webpages dedicated to wellness and civics—providing many resources including links on everything from chair yoga to decision fatigue on the wellness page to a list of great read-aloud, civics-oriented books sorted by grade and subject matter on the civics page. We also promote and create positive content about Georgia's judicial branch—every class of court—through our social media daily. Our aim with all stories about the judicial branch is to instill faith in our state's court system and the rule of law. To foster community engagement, we focus on three civic holidays: Law Day (May 1<sup>st</sup>), Constitution Day (September 17<sup>th</sup>), and Bill of Rights Day (December 15<sup>th</sup>) working with judges and schools to host events—in person or virtual as needed. We also manage the Georgia Courts Directory: <http://georgiacourts.knack.com/gcd2/>; Our social media platforms are: <https://www.facebook.com/GACourts>; <https://twitter.com/Gacourts>; <https://www.instagram.com/gacourts/> and our YouTube channel <https://www.youtube.com/judicialcouncilofgeorgia>.
- **Child Support Commission:** By contract with Georgia's Department of Human Services (DHS)/Division of Child Support Services (DCSS), our Child Support Team serves as staff to the Georgia Child Support Commission. In that work, staff works collaboratively with DHS/DCSS in several areas. These areas include providing an online child support calculator <https://csc.georgiacourts.gov/>, for court and public use, training on the child support guidelines statute, O.C.G.A. § 19-6-15, and the calculator for courts, lawyers, and the public, supporting the Parental Accountability Courts (PAC), providing a website, <https://georgiacourts.gov/ido/>, for self-represented litigants and the courts with resources on Georgia's Income Deduction Order (IDO) process in private cases, and generally supporting the process and the law surrounding child support.
  - The latest Child Support Commission Meeting was held virtually on Friday, November 4, 2022, during which several items of business were discussed. Reports were made by the chair of the Economic Subcommittee on the completion of the 2022 Economic Study Report, which is available here [2022-Final-Report.pdf \(georgiacourts.gov\)](#); status of the work being considered by the Technology and Calculator Subcommittee; and a request by the Child Support Commission for a resolution creating a Legislative Study Committee on the Parenting Time Deviation in the House and Senate or as a joint study committee. The Commission has asked the AOC to contract with Dr. Jane Venohr, Center for Policy Research, Denver, Colorado, to assist with identifying the best option for Georgia on Parenting Time and the Low-Income Deviation in the guidelines statute.
  - Legislation: The Commission has decided not to submit a bill during the 2023 legislative session based on the results of the 2022 Economic Study of the child support guidelines and basic child support obligation table, but has taken that study



- under advisement. In addition, the Commission hopes to work with a Legislative Study Committee and Dr. Venohr on the matters of parenting time and low-income and present a comprehensive bill for the 2024 legislative session.
- Study Committees: The Child Support Commission established a Parenting Time Deviation Study Committee and a Low-Income Deviation Study Committee at the end of 2018. The Low-Income Deviation Study Committee, chaired by Judge Emory Palmer, completed its work and submitted their report to the Commission in December 2020. The Parenting Time Deviation Study Committee, chaired by Attorney Kathleen “Katie” Connell, was extended through April 2022, and completed its work and submitted their report to the Commission. Both study committees will be engaged with the Commission, as needed, on the work of the proposed Legislative Study Committee, and with Dr. Venohr.
  - Subcommittees:
    - Economic Subcommittee, Chair, Dr. Roger Tutterow, reported that the Subcommittee met for the last time on October 19, 2022, and gave an update on finalizing the 2022 Economic Study and report. A total of 16 counties were selected for the case sampling: Appling, Clayton (added to represent the metropolitan Atlanta area), Early, Echols, Elbert, Fannin, Fayette, Forsyth, Glascock, Glynn, Houston, Paulding, Rockdale, Stewart, Troup, and Ware. The AOC executed a contract with Dr. Jane Venohr, Center for Policy Research, Inc. (CPR), to conduct the 2022 Economic Study at a cost of \$60,000. That study has been completed and a final report prepared by staff and approved by the Commission has been made available to the public on the Child Support Commission website at <https://csc.georgiacourts.gov/business-of-the-child-support-commission/>, under “Economic Study Final Reports.”
    - Statute Review Subcommittee Co-Chair, Katie Connell, and Co-Chair, Judge Connie L. Williford, are conducting frequent meetings of this Subcommittee to identify any changes that may be needed to the statute, O.C.G.A. § 19-6-15. The Subcommittee initiated the idea of a Resolution to create a joint Legislative Study Committee on Parenting Time and worked with Legislative Counsel, Holly Carter. The next two meetings of this Subcommittee will be held on Friday, February 24, 2023, at 10 a.m., and on Friday, April 21, 2023, at 2 p.m.
    - Technology and Calculator Subcommittee is chaired by Regina Quick, Esq., who, as of November 1, 2022, serves as Deputy Commissioner and General Counsel for DHS. The latest meeting of this Subcommittee was held on December 16, 2022, and the members continued looking at items that may be improved in the Child Support Calculator, including instructions for the Low-Income Deviation and instructions for preexisting orders.
  - Child Support Calculator: Courts, attorneys, mediators, and the public alike use the calculator deployed on August 8, 2016. Internet connectivity within courthouses is still an issue around the state. Every Excel version of the child support calculator was permanently retired on October 1, 2018. Staff continues providing virtual training to court personnel, attorneys, mediators, DCSS, and the public on a routine basis. Staff is scheduling two in-person training events in 2023 and those will be

conducted in Savannah and at the State Bar Center in Atlanta. Trainings include, but are not limited to, using the child support calculator generally, the low-income deviation, steps to impute income, how to avoid common mistakes identified in the 2022 case sampling. Online training is going well and all sessions (at least once a month) have been very well attended. Staff has prepared training videos for parents (self-represented litigants) that are available on the Child Support Commission website under Training. We find that many people, including lawyers and their staff, access these videos.

- Parental Accountability Court (PAC) evaluations: Staff continues to support the Parental Accountability Courts (PAC) with the Division of Child Support Services (DCSS). The PAC database was transferred to DCSS on September 15, 2022, and that agency now manages that database. Staff is working with DCSS on the next evaluation of six courts (by judicial circuit), those being: Atlanta, Dublin, Gwinnett, Mountain, Pataula, and Rockdale.
- **Access to Justice Committee (A2J)**: The mission of the Access to Justice (A2J) Committee is to improve the public's trust in the judicial branch by promoting meaningful and effective access to courts and fairness to all. The A2J Committee is currently working on several projects:
  - The A2J Committee's Landlord/Tenant Working Group which includes: Magistrate Court Chief Judge Cassandra Kirk (Fulton), Magistrate Court Chief Judge Kristina Blum (Gwinnett), Magistrate Court Chief Judge Murphy (Cobb), Executive Director of GODR Tracy Johnson (representing mediation), the JC/AOC webmaster (representing IT), Judge Daphne Walker (representing DCA), and Ashley Clark (representing GLSP) are all working to research the current state of Georgia's housing crisis and creating possible statewide landlord/tenant rental assistance webinars. Judge Kasper (Immediate Past President of the Council of Magistrate Court Judges) recommended Judge Jennifer Lewis, as our rural judge for this working group. A webinar "lunch and learn" with DCA representative (Daphne Walker) was presented on November 5, 2021, for all Magistrate Judges. We have also disseminated, via the Council of Magistrate Judges' listserv, a statewide DCA regional contact list. The working group distributed a digital rental flyer to forward to all Magistrate Courts statewide. However, DCA abruptly discontinued rental assistance throughout the state on October 28, 2022, therefore the team is researching other potential funding sources and will update this information as received. To date, no additional funds are available for the rental assistance program.
  - The A2J Committee is continuing to partner with and has adopted the State Bar's ATJ Committee's Justice for All (JFA) Strategic Plan and suggested projects. Work to assist the Dougherty County Law Library has created a local-level model for assisting self-represented litigants. The Committee is focused on a combination of strengthening local law libraries, online forms for self-filing, local pop-up legal clinics, and low-bono models of attorney representation, with the assistance of Mike Monahan and the Director of the Dougherty County Law Library. Additionally, the AOC's Research Division is assisting with the metrics of the model's effectiveness. The A2J Committee recently received a grant in the amount of \$40,000.00 from the State Bar of Georgia's Commission on Continuing Lawyer Competency (CCLC) via the JC/AOC to be used for the ongoing initiatives in the

JFA Strategic Plan. This continued funding is the result of a partnership between the State Bar's Justice for All Committee and the A2J Committee. In an effort to continue collaborative work, both Committees traveled to Alabama for a retreat and, as a result, several new initiatives emerged. We have partnered with the Georgia State University College of Law to host a series of A2J webinars entitled "Minding the Justice Gap". Those webinars have been very successful and may be viewed here: [Minding the Justice Gap - Chasing Justice: How to Be Part of the Solution \(Class 1\) - YouTube](#) and [Minding the Justice Gap - Chasing Justice: How to Be Part of the Solution \(Class 2\) - YouTube](#).

- [Minding the Justice Gap Fourth Class: The Faith Community's Role in Improving Justice - Georgia State University \(gsu.edu\)](#)
- Faith & Justice (Class 4) will be held on February 13, 2023 at Noon.
- We have received a draft of Georgia State University ROI Study. The final report should be available within 30 days.
- In 2019, we began hosting free Pop-up Legal Clinics, and the 3rd Clinic was planned for March 13th in Dalton but was canceled at the beginning of the COVID-19 outbreak. In light of our "new normal" under COVID-19 restrictions, we are collaborating with the Georgia Justice Project and the State Bar Pro Bono Committee to continue these important services through a Virtual Free Legal/Record Restrictions Clinic. The State Justice Institute awarded the A2J Committee a grant to assist in funding our clinics throughout the state last year. This year money was requested and granted to continue the virtual clinics from the Chief Justice's Commission on Professionalism. Some of the grant will be utilized to provide low bono pay to our volunteer attorneys. Our first virtual attorney training session was held on April 23, 2020. The first Educational Webinar was held on April 29, 2020, and a second Educational Webinar was held on May 6, 2020. Virtual Free Record Restriction Clinics were successfully hosted on May 19, 2020 (Dalton), June 30, 2020 (Augusta), and September 11, 2020 & September 28, 2020 (Chattahoochee Judicial Circuit). We held a virtual clinic in Tifton on May 22, 2021 and a virtual clinic in Macon on June 9, 2021. We held our first phase Town Hall in Statesboro on August 23, 2021, and we hosted the first phase Town Hall for the Gainesville area on October 4, 2021. The local team in Tifton requested a hybrid model follow-up townhall, as rural areas need in-person options because of the scarcity of resources such as internet and home computers. Therefore, instead of moving to phase two, we hosted a follow-up town hall for the Tifton Area and Ogeechee Circuit on October 18, 2021. The participation was much better, and we are now in phase two which consists of pairing the applicants with attorneys. Through the continued funding support from CJCP, on May 5, 2022, we had an extremely successful "in-person" Records Restriction Clinic in Albany. In fact, the Albany Clinic had 265 registered attendees. Please view this PowerPoint which includes some highlights from the event. See: <https://tinyurl.com/yhybf49f>. Through a partnership with the Solicitor in Valdosta, a town hall was held on June 16, 2022 & June 17, 2022, and well over 200 attendees have applied for the Clinic which will be held on July 29, 2022. Our last Clinic for 2022 was held in Wilcox County, one of Georgia's many legal deserts and where there is only one part-time practicing attorney. We held an initial town hall on July 7, 2022, and held an "in-person" clinic on August 20, 2022. Due to the lack of volunteer attorneys in this

area, we are continuing to assist with a lot of follow-up work from the August 20th clinic.

- The A2J Committee's Deaf and Hard of Hearing (DHH) Working Group collaborated with several Americans with Disabilities Act attorney specialists to create a Best Practices for DHH Courthouse Accessibility counter card. This counter card is for all court personnel, and its purpose is to instruct on the ADA-required steps that must be taken if someone presents with a DHH need. The 3rd draft was submitted for final review during our December Committee meeting and changes were suggested by the Commission on Interpreters. This Counter card is ready for distribution, and we collaborated with GTA and Georgia Tech to have the 159 Counter Cards translated into Braille format. The DHH Braille Cards were mailed out to all district court administrators to be disseminated to every county in the state. The working group has identified a grant opportunity with the National Center for State Courts and will be applying. In our continued effort to become ADA compliant, funds are needed to secure hearing devices. The devices will be strategically placed in every judicial administrative district so that all courts will have access to hearing devices, as needed. This working group applied for a CJCP grant to fund several DHH teaching modules on ADA compliance for judges, court staff, and bar members. CJCP granted our proposal and has awarded the Committee \$15,000. The foundational planning has begun and we intend to host the first webinar in March.
- The A2J Committee's Self Represented Litigants (SRL) Forms Working Group continues work on the most frequently used family law forms. This working group will ensure that all of the forms are pdf-fillable and translated into "plain language."
- We continue to work on several self-help family law video scripts to accompany the related forms. Our first set of forms, "Divorce without Children", along with the "how-to" video is complete and currently available on [georgiacourts.gov](http://georgiacourts.gov). We recently completed our "Divorce with Children Forms" and the same has been uploaded to our website. We are grateful to have the Council of Superior Court Judges approve the use of these forms. We are currently editing forms for legitimation, custody, and eviction proceedings.
- Any judges interested in learning about or participating in any A2J project may contact Tabitha Ponder at [tabitha.ponder@georgiacourts.gov](mailto:tabitha.ponder@georgiacourts.gov). **The next A2J Committee meeting will be in person on 2/1/2023.**

# TAB 6





## SUPREME COURT OF GEORGIA

NATHAN DEAL JUDICIAL CENTER  
ATLANTA, GEORGIA 30334

FROM THE CHAMBERS OF  
MICHAEL P. BOGGS  
CHIEF JUSTICE

(404) 656-3472

### SUPREME COURT REPORT

We have had a busy start to 2023 at the Supreme Court. I was honored to administer the oath of office to members of the Georgia House of Representatives, Justice Charlie Bethel swore in members of the Georgia Senate, and Justice Carla Wong McMillian administered the oath of office to Governor Brian Kemp during his second inauguration. Also, our Court also took a moment before the January oral argument session to congratulate the University of Georgia Football Team for its undefeated season and second national championship.

I made a presentation to the joint appropriations committee on January 19, during which I highlighted the fiscal needs for the judiciary. I also expressed my appreciation for the support that the Legislature has shown the judiciary and my hope that it will continue to provide the necessary resources to maintain our constitutional system of government. As I reported, the ARPA funding is having a positive impact in addressing trial backlogs, although similar to the hurdles facing other facets of state government, the judicial branch is experiencing hiring challenges, especially related to hiring ADAs and public defenders, and that hiring gap is impeding some courts' abilities to move cases to a conclusion.

The Georgia Lawyer Competency Task Force, chaired by former Justice Keith Blackwell, has submitted its preliminary report to the Supreme Court. The Task Force was charged with evaluating the current requirements for admission to practice law in Georgia and exploring alternatives to the existing regulatory framework. The task force was also instructed to evaluate mechanisms and alternatives for ensuring the competency of experienced lawyers, including current continuing legal education requirements. I want to thank the Task Force members and advisors for their diligent work on this important subject as we strive to strike a reasonable balance between ensuring the competency and integrity of lawyers charged with representing Georgia citizens and institutions in the judicial system and the interests of prospective and admitted lawyers in practicing their chosen profession without unnecessary constraint. The Court solicited public comment on

the Task Force's findings and recommendations, and we will make decisions based on the report and that feedback.

This month the Supreme Court established the Judicial Council Standing Committee on Judicial Security with the goal of identifying and taking the necessary steps to protect the safety and security of Georgia's judiciary, both inside and outside the courtroom. The Court's order approving the standing committee beginning March 1, 2023, is attached.

Also, in our roles as Judicial Council chair and co-chair, Presiding Justice Peterson and I have been meeting with each class of court to discuss their plans for the future, the challenges ahead, and how all courts can work collaboratively to address common issues. I plan for these informal meetings to be ongoing throughout the year, as schedules allow and want to extend my appreciation for your valuable insights.

Looking ahead, the Chief Justice's Commission on Professionalism will hold its annual award ceremony in the Nathan Deal Judicial Center on March 2. On March 28 we will have a presentation ceremony of Chief Justice Benham's portrait. Finally, we are planning an off-site oral argument session at John Marshall Law School for April.

To everyone associated with the work of the Judicial Council, I want you to know how grateful I am for your contributions and the work you continue to do on behalf of the third branch of government. You make a meaningful difference to the citizens of Georgia, and I look forward to continuing to partner with you in 2023.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael P. Boggs". The signature is written in a cursive, slightly slanted style.

Michael P. Boggs  
Chief Justice, Supreme Court of Georgia



## SUPREME COURT OF GEORGIA

**FILED**

Administrative Minutes

February 2, 2023

Thérèse S. Barnes

Clerk/Court Executive

SUPREME COURT OF GEORGIA

The Honorable Supreme Court met pursuant to adjournment.  
The following order was passed:

In accordance with the Bylaws of the Judicial Council, standing committees exist to address issues of ongoing, long-term importance to the Council, and their membership shall be determined by Supreme Court order.

An independent judiciary is critical to the rule of law. A necessary element of judicial independence is ensuring the security of judicial officers, and therefore is an issue of ongoing, long-term importance to the Council.

Upon consideration, the Court hereby establishes the Judicial Council Standing Committee on Judicial Security with the mission of identifying and taking the steps necessary to protect the safety and security of Georgia's judiciary, both inside and outside the courthouse.

The following members are hereby appointed to the Standing Committee on Judicial Security for terms beginning March 1, 2023, and ending as specified below:

- Justice of the Supreme Court of Georgia, chosen by the Chief Justice of the Supreme Court of Georgia, to serve as Chair, ending June 30, 2026.
- Judge of the Court of Appeals of Georgia, chosen by the Chief Judge of the Court of Appeals of Georgia, to serve as Vice-Chair, ending June 30, 2025.
- Superior Court Judge, chosen by the President of the Council of Superior Court Judges, ending June 30, 2026.



- Georgia State-wide Business Court Judge, or designee, ending June 30, 2025.
- State Court Judge, chosen by the President of the Council of State Court Judges, ending June 30, 2026.
- Juvenile Court Judge, chosen by the President of the Council of Juvenile Court Judges, ending June 30, 2025.
- Probate Court Judge, chosen by the President of the Council of Probate Court Judges, ending June 30, 2026.
- Magistrate Court Judge, chosen by the President of the Council of Magistrate Court Judges, ending June 30, 2025.
- Municipal Court Judge, chosen by the President of the Council of Municipal Court Judges, ending June 30, 2026.
- Representative of the State Bar of Georgia chosen by the President of the State Bar of Georgia, ending June 30, 2025.

At the conclusion of a member's term as specified above, his or her successor and all subsequent successors will serve a term of three years. Members will serve until their successors are chosen. In accordance with the Bylaws of the Judicial Council, committee membership may include additional advisory members appointed, as needed, by each Standing Committee Chair. Advisory members may be heard but shall not be entitled to vote.

The Administrative Office of the Courts shall provide staff support to this Committee.

**SUPREME COURT OF THE STATE OF GEORGIA**  
Clerk's Office, Atlanta

I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

 . Clerk



THE COURT OF APPEALS

OF THE  
STATE OF GEORGIA  
ATLANTA, GEORGIA 30334

CHAMBERS OF  
CHIEF JUDGE BRIAN M. RICKMAN

(404) 232-1591  
rickmanb@gaappeals.us

### Report to Judicial Council of Georgia February 10, 2023 Meeting

We were deeply saddened last December by the sudden loss of our colleague, Judge Clyde Reese. Judge Reese was as wonderful a colleague and member of our Court family as anyone could be. He was kind, gracious, hard-working, and a gentleman in every sense of the word, and he is missed. His unexpected passing reminded every one of us to reach out to our friends and hold our loved ones close.

And the work continues, as our judges begin 2023 with trips to the south, northeast, and west of Atlanta for offsite oral argument sessions in Douglas, Tallulah Falls, and Columbus in February, March, and April.

In the Court's first offsite visit this year, Presiding Judge Christopher J. McFadden, Judge Trent Brown, and Judge Todd Markle plan to travel south to the Waycross Judicial Circuit on February 8, 2023, to hear oral arguments at Coffee High School Center for the Performing Arts. The Waycross Judicial Circuit judges and their staff, the school administration, the local bar, and the entire community have worked with us to plan this event, and we are grateful for the opportunity to show the students what an in-person oral argument looks like.

Along that line, I will head northeast next month with Presiding Judge Stephen Louis A. Dillard and Judge Trea Pipkin to hear oral arguments at Tallulah Falls School, on the southern slopes of Cherokee Mountain. The school serves more than 500 students in grades 4-12, and focuses on academic excellence. We will answer students' questions after the arguments, as will the judges in Coffee High School.

Continuing the Court's student-centered outreach, in April Presiding Judge Anne Elizabeth Barnes and Judge Ben Land will hear arguments at RiverCenter for the Performing Arts in Columbus, with a projected high school audience of more than 500. Local judges and bar members have also helped the Court plan this event, and we appreciate their help.

If you would like to have our court hold oral arguments in your neck of the woods, give me a call or drop me a line, and we will work out a plan together. In the meantime, if you make a trip to Atlanta while the legislature is in session, or at any other time, please come by and visit us at the Nathan Deal Judicial Center.

Brian M. Rickman  
Chief Judge, Court of Appeals of



# GEORGIA STATE-WIDE BUSINESS COURT

Serving Georgia's small and large businesses with proactive case management, specialized expertise, and prompt and efficient resolution of complex business disputes

## Contributing to Georgia's Distinction as a Great State for Doing Business

### EFFICIENT WITH GOVERNMENT FUNDS

**586**  
orders issued

**85 days**  
median disposition time for  
the 32 cases closed to date

**8 days**  
average wait time for an order on a  
ripe motion

### RESPONSIVE TO THE NEEDS OF GEORGIA BUSINESSES

**77**  
case conferences conducted

**44**  
pro hac vice applications  
granted

### SPECIALIZED KNOWLEDGE IN BUSINESS LAW

**83**  
cases filed

**70**  
hearings

**2**  
jury trials

\*All data as of January 11, 2023.



## **Council of Superior Court Judges of Georgia**

Suite 104, 18 Capitol Square, Atlanta, Georgia 30334  
(404) 656-4964 Fax (404) 651-8626

### **Council of Superior Court Judges Report to Judicial Council February 2023**

The Council of Superior Court Judges (CSCJ) held its annual meeting and winter training seminar in Athens, Georgia, January 17-20, 2023. Approximately 250 judges and senior judges participated. Topics included in the main educational seminar presented by the Institute of Continuing Judicial Education (ICJE) included a judging and humanities immersion; use and limited dissemination of guardians ad litem and case evaluators in custody cases; appeals from lower courts and tribunals; use of forensic accountants in divorce cases; attorneys' fees in civil cases; Judicial Retirement System issues and questions; DFCS records-production and in camera inspection; motions to compel and discovery issues; Department of Corrections update; sexual exploitation and human trafficking; ethics and the use of social media; appellate court panel; sexual harassment; remote/hybrid proceedings; case law update; and family law evidence issues. Additionally, the death penalty course included pre-trial case management issues, including dealing with the media; motions; mental status of the accused; venire update, jury questionnaires, voir dire, and victim impact evidence; penalty phase procedures; jury instructions; post-trial procedures through the defendant's direct appeal; and habeas procedures. The featured luncheon speaker was Justice Shawn Ellen LaGrua of the Supreme Court, former President of CSCJ.

CSCJ also elected officers at its annual meeting. Judge Ann B. Harris of the Cobb Judicial Circuit was elected to the office of President-Elect and Judge Robert W. Guy, Jr., of the Brunswick Judicial Circuit was elected to the office of Secretary-Treasurer. Their terms will begin on May 1, 2023 along with that of incoming President, Judge John E. Morse, Jr., of the Eastern Judicial Circuit. Judge Arthur L. Smith, III, of the Chattahoochee Judicial Circuit will continue to serve as a member of the Executive Committee as Immediate Past President.

Each year, the Council recognizes deserving judges with the Emory Findley Award. The award, named after the late Judge Emory Findley, recognizes judges for their outstanding leadership and dedication to the continued improvement of our court system. This year's recipient was Senior Judge Frank C. Mills, III, of the Blue Ridge Judicial Circuit. Judge Mills was the longtime chairman of the Pattern Jury Instructions Committee.

CSCJ welcomes our newest judges. Sonja N. Brown of the Cobb Judicial Circuit, Lindsey H. Burton of the Northeastern Judicial Circuit, Catherine Mims Smith of the Southern Judicial Circuit, and Tammy Stokes of the Eastern Judicial Circuit were elected in 2022 and took office January 1, 2023. Governor Brian Kemp appointed five new judges: Judge Scott F. McAfee of the Atlanta Judicial Circuit Judge G. Kevin Morris of the Alcovy Judicial Circuit, Judge William R. Oliver of the Mountain Judicial Circuit, Judge Erica L. Tisinger of the Coweta Judicial Circuit, and Judge Shannon G. Wallace of the Blue Ridge Judicial Circuit.

CSCJ is sad to report the death of Senior Judge George H. Bryant of the Northern Judicial Circuit



## **Council of State Court Judges**

***Impartial Courts • Judicial Excellence • Accessible and Efficient Justice***

*Executive Committee*

*Judge R. Violet Bennett  
President (Wayne)*

*Judge John K. Edwards, Jr.  
President-Elect (Lowndes)*

*Judge Jeffrey B. Hanson  
Secretary (Bibb)*

*Judge Gregory V. Sapp  
Treasurer (Chatham)*

*Judge Alvin T. Wong  
Immediate Past-President (DeKalb)*

*District 1  
Judge Billy E. Tomlinson (Bryan)*

*District 2  
Judge Shawn Rowland (Jeff Davis)*

*District 3  
Judge Ellen S. Golden (Lowndes)*

*District 4  
Judge Tammi L. Hayward (Clayton)*

*District 5  
Judge Monique Walker (Richmond)*

*District 6  
Judge John G. Breakfield (Hall)*

*District 7  
Judge Eric A. Richardson (Fulton)*

*District 8  
Judge Michelle H. Helhoski (Cherokee)*

244 Washington Street, S.W.  
Suite 300  
Atlanta, GA 30334  
404-651-6204 • FAX 404-463-5173

*Staff*

*Bob Bray  
Executive Director*

### **Report of the Council of State Court Judges** **Judicial Council Meeting** **February 10, 2023**

The Council acknowledges and congratulates the Judicial Council and the Administrative Office of the Courts in both celebrating their 50<sup>th</sup> Anniversary. Thank you for your constant and unwavering support over the years to our Council and those of all the classes of courts. You help make us shine.

This year also marks the 35<sup>th</sup> Anniversary of the Council of State Court Judges which was created by an Act of the General Assembly in 1988. At the time of its creation, Cobb County State Court Judge Robert McDuff was President and DeKalb County State Court Judge Ann Workman was President-Elect. The first State Courts began being created out of former City Courts in 1967. Judge Taylor Phillips (Bibb) and Judge Grady Pittard (Clarke) formed the first organization for this new emerging class of courts called State Courts. In 1967, that organization was known as the Trial Judges and Solicitors Association of Georgia. This organization grew and later morphed in 1980 and in 1988 the General Assembly created the Council of State Court Judges of Georgia and is Codified as § O.C.G.A. 15-7-26.

All of our State Courts continue to diligently work to clear the backlog of cases due to the Judicial Emergency. Most have made significant headway in this important endeavor; and a few have even caught up by holding extra criminal and traffic sessions, and by referring civil cases to mediation. As an example, in one week in December, Judge Stephen Knights completed three civil cases to verdict which may be a new record in Henry County State Court.

The Council held its New Judge Orientation for newly elected and appointed State Court Judges at the University of Georgia School of Law in Athens, Ga on January 30<sup>th</sup> thru February 2<sup>nd</sup>, 2023. The following Judges attended the four-day training sessions: Judge Erica Dove (Gwinnett); Judge James A. Dunn (Forsyth); Judge Sonyja J. George (Clayton); Judge Paul W. Hitchcock (Baldwin); Judge Stephen Knights, Jr. (Henry); Judge Angela R. O'Connor (Paulding); Judge Ashanti Pounds (Richmond); Judge Jaletta L. Smith (Gwinnett); Judge Pythias "Pete" Temesgen (Muscookee); and Judge Stephen R. Yekel (Effingham).

The Council congratulates Judge Robert Preston (Coffee) and Chief Judge B. E. Gene Roberts, III (Hall) on their retirements. The Council also congratulates Judge Erica L. Tisinger on her appointment as a Superior Court Judge on the Coweta Judicial Circuit Court bench.



The Council is working with all stakeholders in finalizing the language to introduce legislation on 6-person jury cases in civil cases in State Courts.



Fourth Graders in Tift County Schools, by working with local court officials, are getting an early taste of how criminal trials are presented in court. The students take on the roles of plaintiff, defendant, prosecutor, defense attorney, bailiff, clerk, witnesses, Judge and jurors on cases involving the three little pigs, Buzz Lightyear and Goldilocks and appear before Tift County State Court Judge Herbert W. Benson.

Judge Benson visits each of the schools several weeks before the mock trials are held to speak to the students about the court systems and the roles each of the members of the system play in seeking justice. Each school is then assigned a day to come to the courtroom for their classes to present their trials and for the jurors to deliberate on the fate of the accused. “Many of the students have costumes based on their characters and all of them are extremely well prepared and seem to have a lot of fun doing this.” said Judge Benson.

On January 24<sup>th</sup>, Wayne County State Court Judge R. Violet Bennett hosted 8 classes of elementary school students and talked with each of them the about court system and its history in Wayne County.



The upcoming issue of the *Georgia Court's Journal* features an article by recently retired Clayton County State Court Judge Linda Cowen reflecting on changes she has experienced during her 27 years on the bench.

Last month the Fayette County Chamber of Commerce awarded the 2022 Carolyn Cary Dreambuilder Award to Fayette County State Court Judge Jason Thompson. Judge Thompson was also presented the Golden Eagle Award by the Peachtree City Rotary Club.



Judge Jason Thompson (4<sup>th</sup> from right) with wife Alysha

Respectfully submitted,

*R. Violet Bennett*

Judge R. Violet Bennett, President





## COUNCIL OF JUVENILE COURT JUDGES OF GEORGIA

Judge Render Heard, *President*  
Judge Lindsay H. Burton, *President-Elect*  
Judge Warner Kennon, *Vice President*  
Judge T. Neal Brunt, *Secretary*  
Judge Maureen Wood, *Treasurer*  
Judge C. Gregory Price, *Immed. Past President*

Judge Thomas L. Cole, *District 1*  
Judge Brian Bellamy, *District 2*  
Judge Andrew C. Dodgen, *District 3*  
Judge Desiree Peagler, *District 4*  
Judge Christopher W. Yokom, *District 5*  
Judge Deitra Burney Butler, *District 6*  
Judge Carolyn Altman, *District 7*  
Judge Sherri McDonald, *District 8*  
Judge Nhan-Ai Simms, *District 9*  
Judge Charles Evans, *District 10*

Eric J. John, *Executive Director*

### REPORT TO JUDICIAL COUNCIL OF GEORGIA FEBRUARY 10, 2023

Since our December 9, 2022, meeting, the Council of Juvenile Court Judges has focused much of its efforts toward preparing for the current legislative session. The Council's Legislative Committee has begun to meet regularly to discuss whether the Council would be taking a position on various issues confronting or likely to confront the legislature this Spring, and if so, what any such position might be. In addition, the members of the committee have been asked to review some pieces of proposed legislation to provide feedback as to how said legislation might likely impact our courts. The Council stands ready to provide input and information to lawmakers wherever it may be needed.

A task force led by CIP Director Diana Ruth Johnson is working with Juvenile Court Judges towards modifying the state's Court Process Reporting System to better track juvenile court case progress across the state. The Court Process Reporting System (CPRS) is a secure, web based system that provides child-specific case plan information to juvenile court stakeholders. CPRS interfaces with SHINES, and downloads updated case plan data on a nightly basis. One of the goals of the task force is to provide the current system with the ability to track the status of mandated hearings and various orders arising therefrom. J4C continues to work with the Council and CPRS to make changes to the system to better serve the needs of all stakeholders. The workgroup reports that it expects a soft rollout of those modifications to occur in the very near future.

Judge Lindsey Burton has now officially taken the Superior Court bench, and Judge Warner Kennon has moved into her former role as President-Elect of the Council.

The Council's Spring Conference is scheduled for May 7-10, 2023, in St. Simons. The Spring conference will be immediately preceded by a two-day ICJE/CJCJ Education Certification Committee five-year long-range planning meeting.

Respectfully submitted,

Judge Render M. Heard, Jr.  
President



# Council of Probate Court Judges of Georgia

**Judge B. Shawn Rhodes**  
*President (Wilcox)*

**Judge Danielle McRae**  
*President Elect (Upson)*

**Judge Christopher Ballar**  
*Vice President (Gwinnett)*

**Judge Darin McCoy**  
*Secretary-Treasurer (Evans)*

**Judge Thomas Lakes**  
*Immediate Past President (Harris)*

**Kevin D. Holder**  
*Executive Director*

**Report to Judicial Council of Georgia**  
**February 10, 2023**

The following is a summary of activities and current initiatives by the Council of Probate Court Judges:

## **Probate Judges' Day at the Capitol**

The Council of Probate Court Judges hosted Probate Judges' Day at the Capitol on February 1, 2023. Over fifty judges gathered at the Capitol for group photographs with Governor Brian Kemp and Lieutenant Governor Burt Jones and took part in our annual legislative luncheon, which was yet another tremendous opportunity for us to welcome our legislators, their legislative staff members, and our colleagues of the judiciary.

## **Fee Schedule Legislation**

Through the tremendous work of our Ad Hoc Committee on Filing Fees and the assistance of Darron Enns of the Judicial Council/Administrative Office of the Courts, our Council has completed work on proposed legislation to revise our fee schedule. We look forward to working throughout the remainder of this legislative session to achieve final passage on this important legislation.

## **Judge Diane Hallman**

Our Council sends our sincerest condolences to the family and friends of former Appling County Probate Judge Diane Hallman, who recently passed away. Judge Hallman enjoyed a 45-year career on the bench as the county's probate judge, becoming the longest serving elected official in Appling County's history. Among those who knew her best and loved her most, she had a reputation for being kind and the epitome of a Southern lady. We hope that her memory will continue to be a blessing for each life that he touched.

Respectfully submitted,

Judge B. Shawn Rhodes  
President, Council of Probate Court Judges of Georgia



# Council of Magistrate Court Judges

244 Washington St., S.W., Suite 300, Atlanta, GA 30334-5900  
(404) 656-5171 • Fax (404) 651-6449  
Georgiamagistratecouncil.com

Executive Director  
Sharon Reiss

President  
Judge Rebecca Pitts  
Butts County

President-Elect  
Judge Brandon Bryson  
Bartow County

Vice-President  
Judge Bobby Wolf  
Fulton County

Secretary  
Judge Berryl A. Anderson  
DeKalb County

Treasurer  
Judge Jennifer Lewis  
Camden County

Immediate Past President  
Judge Quinn Kasper  
Cobb County

District One  
Judge Nathan Grantham  
Judge Scott Lewis

District Two  
Judge David Crosby  
Judge Heather Culpepper

District Three  
Judge Angela Sammons  
Judge Jennifer Webb

District Four  
Judge Phinia Aten  
Judge Matt McCoy

District Five  
Judge Linda Borsky  
Judge Cassandra Kirk

District Six  
Judge Cecil Hutchins  
Judge Megan Kinsey

District Seven  
Judge Jennifer Inmon  
Judge Connie Reed

District Eight  
Judge Colby Crabb  
Judge Ashley Thornton

District Nine  
Judge Bill Brogdon  
Judge Tony Tarnacki

District Ten  
Judge Mike Burke  
Judge Caroline Evans

Members at-Large  
Judge Jim Altman  
Judge Todd Ashley

## Council of Magistrate Court Judges Report

The Council of Magistrate Court Judges (CMCJ) marks its 40<sup>th</sup> Anniversary in 2023. We are planning a celebration event for our Judges at the Spring Recertification Conference on St. Simons Island in April.

### Magistrate Court Training Council (MCTC)

The Magistrate Court Training Council (MCTC) and Curriculum Committee have been working diligently over the last several months reviewing and updating training policies and materials. A "New Judges Packet" has been created to provide newly elected or appointed Judges with essential information regarding training requirements and contact information for CMCJ, ICJE and JC/AOC Staff members. The New Judges packet has been distributed to all Chief Magistrates and will soon be available on the CMCJ website.

The New Judges 40 Hour Criminal Training Session will be held February 19<sup>th</sup>-24<sup>th</sup> at the Classic Center in Athens. New co-teaching formats have been implemented to provide instructors from various jurisdictions. This has been very successful and we plan to continue this format into the foreseeable future.

MCTC will be sending Judge Megan Kinsey, Judge Quinn Kasper and Judge Brandon Bryson to ICJE's Train the Trainer Event March 13<sup>th</sup> -14<sup>th</sup> at the UGA Hotel and Conference Center in Athens, GA.

### CMCJ Strategic Plan

Committee chairs and Strategic Planning members continue to work on assigned tasks in the Council's updated Strategic Plan that was adopted last Summer. A majority of the tasks have been completed at this time.

### Magistrate Day at the Capitol

Magistrate Day at the Capitol was held February 1<sup>st</sup> in connection with Probate Day at the Capitol. Magistrate Judges provided breakfast and the Probate Judges provided lunch to the legislators. This is the second time our Councils coordinated our events to be held on the same day. We have found this to be very beneficial to Judges who serve as both Magistrate and Probate Judges.

In closing, I would like to express my gratitude to all of the Judges and support staff that work on behalf of the Council of Magistrate Court Judges. All of the hard work and dedication is noticed and greatly appreciated.

Respectfully Submitted,

Chief Judge Rebecca J. Pitts, President CMCJ

# TAB 7



# Council of Accountability Court Judges

**Judge Charles E. Auslander, III**  
*Executive Committee Chair*  
*Athens-Clarke County*

**Taylor Jones**  
*Executive Director*

## **Council of Accountability Court Judges Report to Judicial Council February 2023**

In the time since the Council of Accountability Court Judges (CACJ) last reported to the Judicial Council, the CACJ held its semi-annual meeting for its members. The CACJ is pleased to report the following Council accomplishments and activity.

- CACJ released accountability court certification applications on November 1, 2022. Each court that is subject to apply for certification or re-certification returned their application back to the CACJ on or before December 31, 2022. The CACJ Standards and Certification Committee is scheduled to review the applications on February 24, 2023.
- CACJ has received notice of intent to apply for state fiscal year 2023 funding from four (4) implementation courts that wish to begin operations on July 1, 2023. These new, implementation programs consist of adult mental health courts, family treatment courts, and juvenile accountability courts.
- CACJ continues to offer a robust training calendar. The Carl Vinson Institute of Government (CVIOG) certified coordinator training program began in 2020 with the first course offering of succession planning & delegation and accountability & advocacy. During the 2022 accountability court training conference, the second cohort of court coordinators graduated from the program. In total there were 73 graduates. Reviews of the CVIOG certified court coordinator program continue to be positive, and demand for the courses remains high. In 2023 CACJ will extend the program beyond current coordinators to develop the next phase of the accountability court workforce.
- CACJ worked again with CVIOG to refresh its economic impact study for those that graduated from an adult accountability court. According to this research, each graduate produces \$25,921 in economic impact to the state of Georgia. FY22 adult graduates netted estimated total economic benefits of \$41 million. Additional information about this study is located on the CACJ website ([cacj.georgia.gov](http://cacj.georgia.gov)).
- CACJ released its FY22 annual report on January 12, 2023. The annual report highlights the training and technical assistance provided by CACJ, as well as the work of accountability courts. Further, the annual report includes the FY22 statewide report that details accountability court performance measures. CACJ is pleased to report that since FY13 accountability courts have served 32,034 participants.

CACJ looks forward to continuing to work closely with the Judicial Council/Administrative Office of the Courts and the Criminal Justice Coordinating Council to support Georgia's accountability courts in 2023.





# GEORGIA COMMISSION ON DISPUTE RESOLUTION

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The following is an update on the initiatives and activities for the Georgia Commission on Dispute Resolution (GCDR):

**Chair**

*Judge M. Cindy Morris*

**Executive Director**

*Tracy B. Johnson*

**Deputy Director**

*Karlie A. Sahs*

**Commission Members**

*Justice John J. Ellington*

*Judge Amanda H. Mercier*

*Judge Jane C. Barwick*

*N. Staten Bitting Jr., Esq.*

*Hon. Rebecca Crumrine Rieder*

*Judge Clarence Cuthbert, Jr.*

*Mary Donovan, Esq.*

*Herbert H. (Hal) Gray III, Esq.*

*Melissa C. Heard, M.S.S.W.*

*Nicole Woolfork Hull, Esq.*

*Rep. Rob Leverett, Esq.*

*Judge Carrie B. Markham*

*Patrick T. O'Connor, Esq.*

*Edith B. Primm, Esq.*

*Judge Renata D. Turner*

*Randall Weiland*

*Peggy McCoy Wilson*

**2023 marks the 30<sup>th</sup> Anniversary for Commission and Office**

Under the leadership of Chief Justice Harold G. Clarke, the Supreme Court and State Bar of Georgia formed an 18-member Joint Commission on Dispute Resolution to explore the feasibility of promoting ADR within the judiciary. The Joint Commission recommended to the Supreme Court that it formally make ADR processes available through the judiciary for the benefit of judges, lawyers, and the litigants. In 1993, the Supreme Court adopted the Joint Commission's recommendations in full and created the Georgia Commission on Dispute Resolution and its executive arm, the Georgia Office of Dispute Resolution.

There are currently 36 approved court programs (serving 98 counties) and 2,683 registered neutrals (mediators, arbitrators, and evaluators). The Commission remains committed to improving justice by supporting high-quality dispute resolution services throughout Georgia's courts.

**New Appointments to GCDR**

On February 2, 2023, the Supreme Court entered an order appointing the following members to the GCDR: Honorable Pandora E. Palmer, Superior Court, Flint Judicial Circuit; and D. Victor (Vic) Reynolds, Superior Court, Cobb Judicial Circuit. The new members were sworn in by Justice John J. Ellington on February 8, prior to the start of the Commission meeting.

**Recognition of outgoing Commission Member Jane C. Barwick**

At their meeting held on February 8, the Commission recognized Hon. Jane C. Barwick, Judge, Superior Court of Fulton County, for her 6-year service to GCDR. During her tenure, Judge Barwick served as the Chair of the Commission from 2019 to 2021 and as Chair of the Committee on Ethics.

**2022 Neutral Registration Renewal**

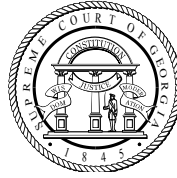
Neutrals who wish to conduct court-ordered or court-referred ADR sessions must be registered pursuant to the Supreme Court ADR Rules. The 2022 on-time registration renewal period ended December 31. A total of 2438 "neutrals"-mediators, arbitrators, and evaluators- renewed prior to the deadline. The late renewal period will end on February 28, 2023.

**Upcoming Commission Meeting Date**

The next Commission meeting date is May 3 at 2:00 p.m. Meeting information as well as minutes from past meetings are posted on the GODR website at [www.godr.org](http://www.godr.org).

# CHIEF JUSTICE'S COMMISSION ON PROFESSIONALISM

Hon. Michael P. Boggs, Chief Justice  
Supreme Court of Georgia, Chair



Karlise Y. Grier  
Executive Director

## Memorandum

TO: Judicial Council of Georgia

FROM: Karlise Y. Grier, Executive Director

RE: Chief Justice's Commission on Professionalism

DATE: February 10, 2023

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The Chief Justice's Commission on Professionalism (Commission), the first body of its kind in the nation, was created in 1989 by the Supreme Court of Georgia with the primary charge to enhance professionalism among Georgia's judges and lawyers. **Chief Justice Michael P. Boggs** serves as the current Chair of the Commission. Other judges who serve on the Commission are as follows: **Judge Shondeana Crews Morris** (Stone Mountain Judicial Circuit) for the Council of Superior Court Judges; and **Chief Judge T. Russell McClelland III** (State Court of Forsyth County) for the Council of State Court Judges. **Judge Steven D. Grimberg** serves on the Commission for the federal judiciary. **Justice Andrew A. Pinson** is the Supreme Court of Georgia advisor to the Commission. You may find a complete list of Commission members, advisors, and liaisons at the Commission's website at <http://cjcpga.org/commission-members-2022-2023/>. A brief update of some of the Commission's activities is as follows.

### **GRATEFUL ACKNOWLEDGEMENT OF FORMER COMMISSION MEMBER THE LATE JUDGE CLYDE REESE**

Members, Advisors, and Liaisons of the Commission were deeply saddened by the sudden death of Commission Member, Judge Clyde Reese, who was the representative to the Commission for the Court of Appeals of Georgia. Judge Reese served the Commission by assisting with Commission CLEs and through his service on the Commission's Grants Committee. Commission staff could always rely on Judge Reese for his sound wisdom and advice. His example of service was one of the many ways he exhibited the Commission's aspirational ideals of professionalism. The Commission will miss Judge Reese, and we share these thoughts in grateful acknowledgement for his conscientious service to the Commission.

### **SAVE THE DATE - PROFESSIONALISM CLE PROGRAM WITH STATE BAR PRESIDENT SALLY AKINS**

The Commission will host a "Signature Professionalism CLE Program" with State Bar of Georgia President, Ms. Sally Akins, on February 22, 2023, at the State Bar of Georgia in Atlanta. Ms. Akins has asked the Commission to design a program that showcases the history of the professionalism movement in Georgia. **Chief Justice**

**Michael P. Boggs** has agreed to provide opening remarks during the program. The Commission also thanks the other judges or retired judges who are confirmed program participants are as follows: **Justice Carla Wong McMillian, Justice Verda M. Colvin, Justice Andrew A. Pinson, Justice Harold Melton (Retired), Judge John A. “Trea” Pipkin III, Judge Connie L. Williford, Chief Judge T. Russell McClelland, Judge Steven D. Grimberg, Judge William S. Duffey, Jr. (Retired), and Judge William (Bill) Adams (Retired).** A complete list of program participants, additional program details, and a registration link are available on the Commission’s website at [http://cjcpga.org/022223-cjcp-sbg\\_akins-cle/](http://cjcpga.org/022223-cjcp-sbg_akins-cle/). A reception will immediately follow the program. Please save the date and join us.

**AWARD RECIPIENTS FOR THE 23RD ANNUAL JUSTICE ROBERT BENHAM AWARDS FOR COMMUNITY SERVICE**

Each year the Commission, in conjunction with the State Bar of Georgia, invites nominations for the Justice Robert Benham Awards for Community Service. Historically, a wide net has been cast, as nominees were solicited from around the State of Georgia and from all ten judicial districts. Judges and lawyers met the criteria for the awards if they combined a professional career with outstanding service and dedication to their communities through voluntary participation in community organizations, government-sponsored activities, or humanitarian work outside of their professional practice or judicial career. The Commission and the Benham Awards Selection Committee, chaired by **Judge Joy Lampley-Fortson**, are pleased to announce the award recipients for the 23<sup>rd</sup> Annual Justice Robert Benham Awards for Community Service as follows.

**DISTRICT AWARD RECIPIENTS**

**Judicial District 2**

Mr. Jason Banks Moon  
Attorney at Law, Moon Law Firm  
Valdosta, GA

**Judicial District 4**

Mr. Simon H. Bloom  
Founding Partner, Bloom Parham, LLP  
Atlanta, GA

**Judicial District 5**

Mrs. Mary T. Benton  
Pro Bono Partner, Alston & Bird  
Atlanta, GA

The Honorable Ronald J. Freeman, Sr  
Managing Member, Johnson & Freeman LLC  
Historic Union City, GA

Mr. Edward H. Lindsey, Jr.  
Partner, Dentons US LLP  
Atlanta, GA

**Judicial District 6**

Ms. Elicia N. Hargrove  
Assistant District Attorney  
Henry County District Attorney's Office  
*McDonough, GA*

**Judicial District 8**

Mr. Wallace H. Wright  
Retired Attorney  
Metter, GA



## **LIFETIME ACHIEVEMENT AWARD RECIPIENT**

**Mr. J. Michael Levengood**  
Member, Law Office of J. Michael Levengood, LLC  
Lawrenceville, Georgia  
(Judicial District 9)

The Benham Awards Planning Committee, co-chaired by **Mr. Christopher P. Chan and Ms. LaToya S. Williams**, are now planning for the 23<sup>rd</sup> Annual Justice Robert Benham Awards for Community Service, which will be held on **Thursday, March 2, 2023, at the Nathan Deal Judicial Center**. The Commission will host a reception from 5:30 p.m. to 6:45 p.m. The Awards Ceremony will begin at 7:00 p.m. with a dessert and coffee reception following immediately thereafter. The Commission will provide additional information regarding the awards ceremony as it becomes available at <http://cjcpga.org/benhamcsa23/>.

## **PROFESSIONALISM PAGE ARTICLES**

The Commission communicates with lawyers and judges through the Professionalism Page that appears in each issue of the Georgia Bar Journal, which is published six times per year. The December 2022 Georgia Bar Journal Professionalism Page entitled *The Voice of Experience* is attached as “Exhibit A.”

## **COMMISSION ASSISTANCE WITH BAR ASSOCIATION AND SECTION PROFESSIONALISM CLE PROGRAMS**

The Commission’s Executive Director is available to assist State Bar of Georgia sections, local and voluntary Bar associations, and other law-related organizations with their professionalism CLE programming. Please contact the Commission’s Executive Director if you would like assistance in planning a professionalism CLE program or if you would like to have the Commission’s Executive Director to make a professionalism presentation to your organization. Please contact the Commission’s Executive Director, Karlise Y. Grier, via e-mail at [kygrier@cjcpga.org](mailto:kygrier@cjcpga.org) for information or assistance.

## **COMMISSION WEBSITE AND SOCIAL MEDIA**

For more information on the Commission’s work, please visit [www.cjcpga.org](http://www.cjcpga.org). The Commission also enjoys communicating with judges and lawyers about #professionalism on the Commission’s social media platforms. Connect with us!

**Twitter:** <https://twitter.com/CJCPGA>

**LinkedIn:** <https://www.linkedin.com/company/cjcpga/>

**YouTube:** <https://www.youtube.com/user/cjcpga/videos>



# The Voice of Experience

Georgia lawyers should heed the voice of experience that reminds them that one aspect of professionalism is to fulfill their role in defining part of the character of our society.

BY KARLISE Y. GRIER

I recently had the pleasure of conducting a professionalism training for a voluntary bar association. One of the reasons I enjoy leading these trainings is because I have the opportunity to meet and learn from wonderful lawyers from around the state and from various practice areas. This was the case most recently. During the professionalism CLE training, the attendees and I discussed a hypothetical problem, which asked lawyers to consider a fact pattern as follows:

Your client is marketing a property for sale and there is only one bidder; nevertheless your client wants you to try to help them get the price up by speaking to the attorney for the one bidder. Your client wants you to lead opposing counsel to believe that there are lots of competing bids, but if the bidder goes up in price, the bidder will win the bid.<sup>1</sup>

My question to the lawyers who attended the CLE was: “Would you lead opposing counsel to believe that there are lots of competing bids?” Attorneys shared a variety of views regarding the approach to the problem—as did the attendees of the CLE when the Commission first used the hypothetical problem in February 2022. What captured my attention during this in-person CLE, which allowed for interactive engagement with an audience I could observe, was how the responses of the attendees varied, in part, based on how long the

lawyers who answered the question had practiced law.

One of the answers that most surprised me came from seasoned attorney John M. Clark, who has been practicing law for 43 years. He responded by saying that he would consider, and ask his client to consider, if the action the client proposed was really in the client’s best interest. It was an intriguing question that led to some thoughtful discussions among the CLE attendees. In the past, when I have conducted CLEs using this question, I have asked attorneys to contrast what might be allowed by the rules of ethics—the minimum standards that lawyers are required to follow—with the professionalism aspirations—the higher ideals that lawyers are expected to voluntarily follow.<sup>2</sup> Comment 2 to Rule 4.1 of the Georgia Rules of Professional Conduct (Georgia’s Ethics Rules) states:

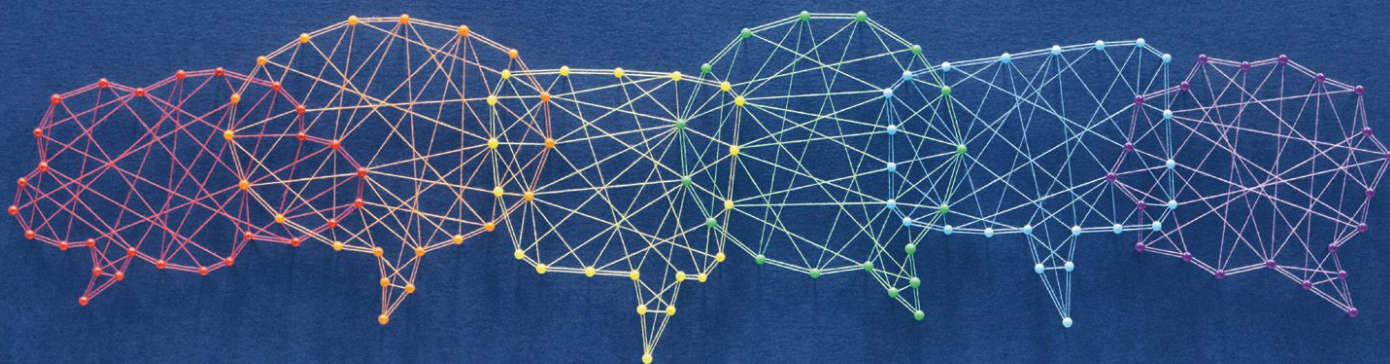
This Rule refers to statements of fact. Whether a particular statement should be regarded as one of fact can depend on the circumstances. Under generally accepted conventions in negotiation, certain types of statements ordinarily are not taken as statements of *material fact*. Comments which fall under the general category of ‘puffing’ do not violate this rule. Estimates of price or value placed on the subject of a transaction and a party’s intentions as to an acceptable settlement of a claim are in this category, and so

is the existence of an undisclosed principal except where nondisclosure of the principal would constitute fraud.”<sup>3</sup> (emphasis added)

I advise lawyers to contact the Ethics Helpline (404-527-8741 or 800-682-9806) if they want guidance about the application of Georgia’s Ethics Rules to a particular fact pattern.<sup>4</sup>

Often times, when I have discussed the hypothetical problem, the discussions have centered on the meaning of professionalism in the context of the hypothetical. We have also discussed *if* the conduct were considered as puffing, what would be the possible professionalism consequences for the lawyer, if the lawyer did what the client asked. One of the consequences that is always considered is the impact on the lawyer’s reputation. Reminding lawyers about the importance of their reputation and how easy it is to lose their reputation is an important conversation. During a Law School Orientation on Professionalism in 2019, Presiding Judge Stephen Louis A. Dillard of the Court of Appeals of Georgia gave advice to incoming law students about reputation that also remains a great reminder for lawyers. He said, “The one thing you have as a lawyer is your reputation. ... It takes a lifetime to build up your reputation and only a moment to lose it. ... No client is worth losing your reputation.”<sup>5</sup>

Clark’s question about whether the action was in fact in the client’s best interest presented another avenue for discussing



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this hypothetical problem. His question reminded me that while at first blush the hypothetical problem may seem to pit the client's objectives against the attorney's ethics rules or professionalism aspirations, this is perhaps not true. Possibly what is in the client's best interest and the lawyer's best interest are the same—not engaging in misleading conduct regardless of whether it is puffing. Sometimes, when we as lawyers are in the midst of working on behalf of our clients, we forget that we are not only called upon to serve as advocates but also as counselors. Georgia's General Aspirational Ideals phrase the reminder about lawyers as counselors in this manner: "To achieve the excellence of our craft, especially those that permit me to be the moral voice of clients to the public in advocacy while being the moral voice of the public to clients in counseling. Good lawyering should be a moral achievement for both the lawyer and the client."<sup>6</sup> Clark's experienced voice and wise counsel echoed what the Supreme Court of Georgia said in 1992 when the Court adopted A Lawyer's Creed and the Aspirational Statement on Professionalism: "We should remember, and we should help our clients remember, that the way in which our clients resolve their disputes defines part of the character of our society and we should act accordingly."<sup>7</sup> I hope Georgia lawyers

will continue to embrace their roles as counselors, as well as advocates, and that they will heed the voice of experience that reminds us that one aspect of professionalism is to fulfill our role in defining part of the character of our society. ●



**Karlise Y. Grier**

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on Professionalism  
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## Endnotes

1. Thank you to Angela Hsu who drafted the original version of the hypothetical problem for the Commission's February 23, 2022, Pop-Up CLE: Perspectives on Professionalism and Ethics. See <http://cjcpga.org/022222-cjcp-cle/> (Last visited Oct. 14, 2022).
2. See Harold G. Clarke, *Professionalism: Repaying the Debt*, 25 Ga. St. B. J. 170, 173 (1989), <http://cjcpga.org/wp-content/uploads/2022/02/25-GSBJ-170-1989-Professionalism-Repaying-the-Debt.-Harold-Clarke-ethics-minimum.pdf> (ethics is a minimum standard which is required of all lawyers while professionalism is a higher standard expected of all lawyers) (Last visited Oct. 14, 2022).
3. State Bar of Georgia, State Bar Handbook, Ethics and Discipline, Current Rules, Rule 4.1, <http://www.gabar.org/Handbook/index.cfm#handbook/rule289> (Last visited Oct. 14, 2022).
4. Lawyers who would like to discuss an ethics dilemma with a member of the Office of the General Counsel staff should contact the Ethics Helpline at 404-527-8741, 800-682-9806 or log in and submit your question by email. State Bar of Georgia, Ethics and Discipline, <https://www.gabar.org/barrules/ethicsandprofessionalism/index.cfm>.
5. To view Judge Dillard's 2019 comments to incoming Mercer 1L students, discussing their reputation, visit <https://www.dropbox.com/s/9tayqrs93j1nuij/Judge%20Dillard%20Reputation.mp4?dl=0>.
6. Chief Justice's Commission on Professionalism, *A Lawyer's Creed and Aspirational Statement on Professionalism* at Lines 67-70, <http://cjcpga.org/wp-content/uploads/2019/07/2-Lawyers-CreedAspStatement-v-2013-Line-Number-with-new-logo-and-seal-v07-25-19.pdf> (Last visited Oct. 14, 2022).
7. Chief Justice's Commission on Professionalism, *A Lawyer's Creed and Aspirational Statement on Professionalism* at Lines 33-35, <http://cjcpga.org/wp-content/uploads/2019/07/2-Lawyers-CreedAspStatement-v-2013-Line-Number-with-new-logo-and-seal-v07-25-19.pdf> (Last visited Oct. 14, 2022).



**To:** ICJE Board of Trustees  
Court of Class Constituents

**From:** Lynne Moore Nelson, Esq.  
Executive Director, Institute of Continuing Judicial Education

**RE:** December 2022 Executive Director Monthly Financial Report

**Date:** January 6, 2023

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The purpose of the Executive Director's Monthly report is to share the monthly financial overview and ICJE program updates. This is a high-level report and I welcome your feedback.

**The Monthly Financial Report** is attached as a PDF document.

- a. **The fiscal year-to-date financial report covering the revenues and expenditures for all ICJE constituent groups is attached.**
- b. The template for this financial report was developed in consultation with a CPA Firm; the AOC Fiscal Office; and, the UGA Law School Business Office. It was created to answer four (4) questions:
  - i. How much money did ICJE receive on behalf of Councils?
    1. The monthly financial report documents all revenues (whether from appropriations, CJE support fees, contracted fees, or grants) and all expenditures about ICJE.
  - ii. From whom?
  - iii. How was the money spent?
  - iv. What is the remaining balance?

**December 2022 Programming** – Due to lingering pandemic concerns, Councils may choose to provide hybrid training formats to their members. ICJE had one training event in December: the 4-day New Judges Orientation for Superior Court Judges. The training took place at the Classic Center in Athens, December 12-15 with 14 learners and they received 27.5 hours of instruction from Augusta Judicial Circuit Superior Court Judge J. Wade Padgett and former Cobb County Superior Court Judge Tain Kell.

**USCR 43.6 Information Available on ICJE Website** - Uniform Superior Court Rule 43.6, effective as of February 25, 2021, created new reporting/record-keeping duties for the ICJE Staff. The ICJE staff created documents to fulfill these new reporting/record-keeping responsibilities, all of which can be found at the "USCR 43.6" Tab on the homepage of the ICJE website (<https://www.law.uga.edu/icje>).

Calendar Year 2023 training registration emails were sent Tuesday, December 3, 2023, when ICJE offices opened after the holiday break. As I shared in my last update, we are excited to offer an online payment option for our learners. To date, over 100 online payment registrations have been received!

Again, I share our 2023 Support Fees for your reference.

<b>Class of Court</b>	<b>2023 Support Fees</b>	<b>% Increase 2022 v. 2023</b>
<b>State Court Judges</b>	\$320, judges \$160, senior judges	0%
<b>Juvenile Court Judges</b>	\$384, judges	0%
<b>Juvenile Court Clerks</b>	\$300, clerks	50% Increase due to newly added training
<b>Probate Court Judges, Non-Traffic</b>	\$585, judges	0%
<b>Probate Court Judges, Traffic</b>	\$475, judges	0%
<b>Probate Court Clerks</b>	\$165, clerks	0%
<b>Magistrate Court Judges</b>	\$395, judges	0%
<b>Magistrate Court Clerks</b>	\$350, clerks	36% Increase due to low fund balance
<b>Municipal Court Judges</b>	\$325, judges	0%
<b>Municipal Court Clerks</b>	\$200, clerks	25% Increase due to Council's vote to increase the fund balance

On behalf of the ICJE Board of Trustees and staff, thank you for your dedicated support to Georgia's continuing judicial education.



# 2023 FISCAL YEAR FINANCIAL REPORT

JULY – DECEMBER 2022

FOR REVENUE AND EXPENSES ADMINISTERED BY ICJE OF GEORGIA\*

COMPILED BY

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*\*To promote constituent confidence and to foster transparency, this information is made available to all ICJE constituent groups. These reports include ICJE – administered expenses only. For ICJE – administered expenses, any ICJE – maintained document (e.g. contract, invoice, travel reimbursement claim, etc.) is available for review upon request. These expenditures do not include any event expense authorized or administered by a constituent group's leadership or educational apparatus that was not administered by ICJE.*

*This financial reporting template was developed in collaboration with the AOC Fiscal Staff; the UGA School of Law Business Office; and, Royals & Associates, CPAs.*



# SHARED OFFICE OVERHEAD ALLOCATION

## FISCAL YEAR FINANCIAL REPORT

1 OVERHEAD ALLOCATION BASED ON BUDGETED EXPENSES					
2	Total ICJE Budgeted Overhead Costs				\$123,052.00
3	Less: Amount Not Allocated To Constituent Groups*				\$44,000.00
4	<b>OVERHEAD COSTS SUBJECT TO ALLOCATION:</b>				<b>\$79,052.00</b>
5	Constituent Group	FY23 Projected Budgeted Expenses	% of Total Expenses	Allocated Overhead	FY23 Projected Total Expenses
6	Superior Court Judges	\$708,000.00	33.217%	\$26,259.00	\$734,259.00
7	State Court Judges	\$105,937.00	4.970%	\$3,929.00	\$109,866.00
8	Juvenile Court Judges	\$71,550.00	3.357%	\$2,654.00	\$74,204.00
9	Juvenile Court Clerks	\$22,600.00	1.060%	\$838.00	\$23,438.00
10	Probate Court Judges – Non Traffic	\$99,980.00	4.691%	\$3,708.00	\$103,688.00
11	Probate Court Judges – Traffic	\$45,038.00	2.113%	\$1,670.00	\$46,708.00
12	Probate Court Clerks	\$32,874.00	1.542%	\$1,219.00	\$34,094.00
13	Magistrate Court Judges	\$247,062.00	11.591%	\$9,163.00	\$256,225.00
14	Magistrate Court Clerks	\$43,005.00	2.018%	\$1,595.00	\$44,600.00
15	Municipal Court Judges	\$142,348.00	6.678%	\$5,279.00	\$147,628.00
16	Municipal Court Clerks	\$135,059.00	6.336%	\$5,009.00	\$140,068.00
17	Judicial Staff Attorneys	\$5,000.00	0.235%	\$185.00	\$5,185.00
18	Accountability Court Judges	\$473,000.00	22.191%	\$17,543.00	\$490,543.00
19	<b>TOTALS:</b>	<b>\$2,131,454.00</b>	<b>100%</b>	<b>\$79,052.00</b>	<b>\$2,210,506.00</b>

### FAQ # 1: Why Are ICJE Constituent Groups Assessed A “Shared Office Overhead” Allocation?

**Answer:** Because the appropriated funds ICJE receives does not cover the entire cost of ICJE operations. Further, the directive to reduce appropriated funds for FY2021 exacerbates this problem.

### FAQ #2: What Is The Overhead Allocation Formula?

**Answer:** The formula follows a customary method for allocating shared costs as equitably as possible. Specifically, the cost allocation is based on the ratio of each constituent group’s cost before overhead allocation to total costs of all the groups before overhead allocation. The resulting percentage is multiplied by the total cost to allocate a portion of cost to each group.

The end result is that constituent groups with a larger number of members and larger expenditures, will be assessed more overhead costs than constituent groups with a smaller number of members and smaller expenditures.





# ICJE ADMINISTRATIVE/OFFICE OVERHEAD

## FISCAL YEAR FINANCIAL REPORT

### December 2022 – Administrative Office of the Courts

1	APPROPRIATIONS		
2	<i>Appropriated Funds</i>		
3	Administrative Costs Appropriation		\$642,932.00
4	<i>TOTAL APPROPRIATIONS:</i>		<b>\$642,932.00</b>
5	EXPENDITURES – PERSONNEL	Monthly Expenses	YTD Expenses
6	(Fund Source 01/Project Code 301)		
7	Personnel: Salaries, Benefits & Indirect Costs	-\$48,282.72	-\$247,199.88
8	<i>TOTAL PERSONNEL EXPENSES:</i>	-\$48,282.72	-\$247,199.88
9	<b>TOTAL APPROPRIATIONS REMAINING:</b>	<b>-\$48,282.72</b>	<b>\$395,732.12</b>
10	SHARED OFFICE OVERHEAD		
11	FY22 Office Overhead Allocation Carryforward		\$26,301.89 <sup>(1)</sup>
12	Constituent Groups Office Overhead Allocation <sup>(2)</sup>		\$59,913.00 <sup>(2)</sup>
13	<b>TOTAL SHARED OFFICE OVERHEAD:</b>		<b>\$86,214.89</b>
14	EXPENDITURES – OPERATIONS	Monthly Expenses	YTD Expenses
15	Rent	\$0.00	\$0.00
16	Utilities	\$0.00	\$0.00
17	Janitorial Services	-\$384.00	-\$1,536.00
18	Postage	\$0.00	\$0.00
19	Miscellaneous Office Supplies	-\$173.59	-\$1,152.46
20	ICJE Event Branding/Meetings	\$0.00	-\$298.89
21	Dues & Memberships	\$0.00	-\$265.00 <sup>(3)</sup>
22	ICJE Board of Trustees Meetings	\$0.00	\$0.00
23	Staff Travel – Executive Director	-\$274.76	-\$2,437.24
24	Professional Fees (Accounting/Auditing)	\$0.00	\$0.00
25	IT Support – AOC Wifi	-\$152.06	-\$608.22
26	IT Support – Hardware, Miscellaneous	\$0.00	\$0.00
27	Software License/Subscriptions	-\$425.00	-\$8,337.60
28	AOC Fiscal Support	\$0.00	\$0.00
29	<i>TOTAL OVERHEAD EXPENSES:</i>	-\$1,409.41	-\$14,635.41
30	<b>ENDING OVERHEAD FUND BALANCE</b>	<b>-\$1,409.41</b>	<b>\$71,579.48</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# ICJE ADMINISTRATIVE

## FISCAL YEAR FINANCIAL REPORT

### December 2022 – University of Georgia

1 REVENUES*			
2	FY22 Funds carried over to FY23 at the University of Georgia		\$34,436.14
3	International Judges Conference		\$0.00
4	<b>TOTAL OPERATING FUNDS:</b>		<b>\$34,436.14</b>
5 EXPENDITURES – OPERATIONS		Monthly Expenses	YTD Expenses
6	Utilities	-\$190.59	-\$1,244.42
7	Postage	\$0.00	\$0.00
8	Miscellaneous Office Supplies	\$0.00	-\$477.24
9	Dues & Memberships	\$0.00	\$0.00
10	IT Support – UGA Wifi	-\$1,131.76	-\$7,395.25
11	IT Support – Hardware, Miscellaneous	\$0.00	-\$198.68
12	Copier – UGA	-\$65.73	-\$262.92
13	Copier Overages - UGA	-\$0.83	-\$43.10
14	Telephone Service	-\$51.74	-\$310.75
15	Office Equipment Service Agreement	\$0.00	-\$100.00
16	Other	\$0.00	-\$1,414.01
17	<i>TOTAL OVERHEAD EXPENSES:</i>	<b>-\$1,440.65</b>	<b>-\$11,446.37</b>
18	<b>ENDING OVERHEAD FUND BALANCE</b>	<b>-\$1,440.65</b>	<b>\$22,989.77</b>

Adjustment explanations can be found on the last page of the financial reports' document.

*\*This amount furnished to ICJE Staff by UGA School of Law Business Office. The source of these revenues includes contracted fees for educational training provided in conjunction with the UGA Law School (e.g. International Judge Training provided in collaboration with UGA Law School Dean Rusk Center). The title and order of overhead categories are based upon overhead expenses listed in the State Bar of Georgia Financial Reports.*



# STATE COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

**Fund Source: 42006 Project Code: 319**

**Training Mandates:** These training events are mandated by Uniform State Court Rule 43.1(A) & 43.1(B). The venues are contracted in collaboration with the CSCJ Educational Programs Committee; CSCJ NJO & Mentoring Committee; and, the CSCJ Executive Committee.

<b>1 BEGINNING FUND BALANCE</b>			
2	Beginning fiscal year fund balance		\$65,576.57 <sup>(3)</sup>
3	Beginning December 2022 fund balance		\$199,772.97 <sup>(1)</sup>
<b>4 REVENUES</b>			
		<b>Monthly Revenues</b>	<b>YTD Revenues</b>
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$0.00	\$4,352.00 <sup>(2)</sup>
7	Transfer of funds from Council of State Court Judges	\$0.00	\$141,000.00
8	Refunds	\$0.00	\$0.00
9	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$145,352.00</b>
<b>10 EXPENDITURES – EVENTS</b>			
		<b>Monthly Expenses</b>	<b>YTD Expenses</b>
11	<i>Educational Training Events</i>		
12	Fall 2022 Conference	-\$22,940.95	-\$34,084.49
13	New Judge Orientation 2023 Conference	\$0.00	\$0.00
14	Spring 2023 Conference	\$0.00	\$0.00
15	Multi-Class of Court/Online Courses	\$0.00	-\$1.14
16	Spring 2022 Conference	\$0.00	-\$9.57
17	<b>TOTAL EVENT EXPENSES:</b>	<b>-\$22,940.95</b>	<b>-\$34,095.20</b>
<b>18 EXPENDITURES – MEETINGS</b>			
		<b>Monthly Expenses</b>	<b>YTD Expenses</b>
19	Educational Programs Committee Meetings (ICJE Staff Travel)	\$0.00	\$0.00
20	New Judge Orientation Conference Committee Mtgs (ICJE Staff Travel)	\$0.00	\$0.00
21	ICJE Board Meetings (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
22	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>23 EXPENDITURES - OTHER</b>			
		<b>Monthly Expenses</b>	<b>YTD Expenses</b>
24	Quarterly Postage	\$0.00	-\$1.35
25	Vimeo Subscription Fees	\$0.00	\$0.00
26	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>-\$1.35</b>
<b>27 SHARED OFFICE OVERHEAD</b>			
		<b>Monthly Expenses</b>	<b>YTD Expenses</b>
28	Pro Rata (\$3,929.00)	-\$3,929.00	-\$3,929.00
29	<b>ENDING FUND BALANCE</b>	<b>-\$26,869.95</b>	<b>\$172,903.02</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# JUVENILE COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42003 Project Code: 308

**Training Mandates:** These training events are mandated by OCGA §15-11-59(d); §15-11-62; Uniform Juvenile Court Rule 4.3; 4.4; & CJCJ Executive Committee Protocol. The venues are contracted in collaboration with CJCJ Educational and Certification Committee; and, the CJCJ Executive Committee.

1 BEGINNING FUND BALANCE			
2	Beginning fiscal year fund balance		\$102,967.11
3	Beginning December 2022 fund balance		\$114,494.09 <sup>(1)</sup>
4 REVENUES			
		Monthly Revenues	YTD Revenues
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$0.00	\$4,992.00 <sup>(2)</sup>
7	Grant – Justice for Children (J4C)	\$0.00	\$10,000.00
8	Refunds	\$0.00	\$0.00
9	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$14,992.00</b>
10 EXPENDITURES – EVENTS			
		Monthly Expenses	YTD Expenses
11	<i>Educational Training Events</i>		
12	Spring 2022 Conference	\$0.00	-\$9.25
13	Fall 2022 Conference	-\$19,423.20	-\$21,878.97
14	Spring 2023 Conference	\$0.00	\$0.00
15	Spring 2023 Long Range Planning Meeting	\$0.00	-\$1,000.00
16	Multi-Class of Court/Online Courses	\$0.00	\$0.00
17	<b>TOTAL EVENT EXPENSES:</b>	<b>-\$19,423.20</b>	<b>-\$22,888.22</b>
18 EXPENDITURES – MEETING			
		Monthly Expenses	YTD Expenses
19	Education and Certification Committee Meetings (ICJE Staff Travel)	\$0.00	\$0.00
20	ICJE Board Meeting (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
21	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
22 EXPENDITURES - OTHER			
		Monthly Expenses	YTD Expenses
23	Vimeo Subscription Fees	\$0.00	\$0.00
24	Quarterly Postage	\$0.00	\$0.00
25	Printing/Publications	\$0.00	\$0.00
26	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
27 SHARED OFFICE OVERHEAD			
		Monthly Expenses	YTD Expenses
28	Pro Rata (\$2,654.00)	-\$2,654.00	-\$2,654.00
29	<b>ENDING FUND BALANCE</b>	<b>-\$22,077.20</b>	<b>\$92,416.89</b>

Adjustment explanations can be found on the last page of the financial reports' document.





# JUVENILE COURT CLERKS

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42000 Project Code: 306

***Training Mandates:** These training events are mandated by OCGA §15-11-65. The venues are contracted in collaboration with the Georgia Association of Juvenile Court Clerks.*

1	<b>BEGINNING FUND BALANCE</b>		
2	Beginning fiscal year fund balance		\$13,639.13
3	Beginning December 2022 fund balance		\$13,559.13
4	<b>REVENUES</b>	<b>Monthly Revenues</b>	<b>YTD Revenues</b>
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$0.00	\$0.00
7	Refund	\$0.00	\$0.00
8	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
9	<b>EXPENDITURES – EVENTS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
10	<i>Educational Training Events</i>		
11	Annual 2023 Conference	\$0.00	\$0.00
12	<b>TOTAL EVENT EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
13	<b>EXPENDITURES – MEETINGS/MISCELLANEOUS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
14	Georgia Association of Juvenile Court Clerks (ICJE Staff Travel)	\$0.00	-\$80.00
15	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>-\$80.00</b>
16	<b>EXPENDITURES – OTHER</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
17	Quarterly Postage	\$0.00	\$0.00
18	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
19	<b>SHARED OFFICE OVERHEAD</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
20	Pro Rata (\$838.00)	-\$838.00	-\$838.00
21	<b>ENDING FUND BALANCE</b>	<b>-\$838.00</b>	<b>\$12,721.13</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# PROBATE COURT JUDGES – NON TRAFFIC

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42005 Project Code: 315

**Training Mandates:** These training events are mandated by OCGA §15-9-1.1(a); §15-9-1.1(b); §15-9-2.1(c)(2); Uniform Probate Court Rule 14.2(A) & 14.2(B); & Probate Judges Training Council Policy. The venues are contracted in collaboration with the Probate Judges Training Council.

1 BEGINNING FUND BALANCES			
2	Beginning fiscal year fund balance		\$83,897.54
3	Beginning December 2022 fund balance		\$83,075.81
4 REVENUES		Monthly Revenues	YTD Revenues
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$1,170.00	\$5,850.00
7	Refunds	\$0.00	\$0.00
8	<b>TOTAL REVENUES:</b>	<b>\$1,170.00</b>	<b>\$5,850.00</b>
9 EXPENDITURES – EVENTS		Monthly Expenses	YTD Expenses
10	<i>Educational Training Events</i>		
11	Spring 2022 Conference	\$0.00	-\$1.36
12	Fall 2022 Conference - COAG	\$0.00	-\$3,468.44
13	Spring 2023 Conference	\$0.00	\$0.00
14	Spring 2024 Conference	\$0.00	-\$2,000.00
15	New Judge Orientation Conference	\$0.00	\$0.00
16	Multi-Class of Court/Online Courses	\$0.00	-\$1.14
17	<b>TOTAL EVENT EXPENSES:</b>	<b>\$0.00</b>	<b>-\$5,470.94</b>
18 EXPENDITURES – MEETINGS		Monthly Expenses	YTD Expenses
19	Probate Judge Training Council Meetings (ICJE Staff Travel)	\$0.00	\$0.00
20	ICJE Board Meeting (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
21	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
22 EXPENDITURES – CERTIFICATE PROGRAM & MENTORING		Monthly Expenses	YTD Expenses
23	Non-Traffic Probate Certificate Plaque & Postage	\$0.00	-\$27.72
24	Mentoring – Travel Reimbursement	\$0.00	\$0.00
25	<b>TOTAL CERTIFICATE &amp; MENTORING EXPENSES:</b>	<b>\$0.00</b>	<b>-\$27.72</b>
26 EXPENDITURES - OTHER		Monthly Expenses	YTD Expenses
27	Vimeo Subscription Fees	\$0.00	\$0.00
28	Quarterly Postage	\$0.00	-\$3.07
29	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>-\$3.07</b>
30 SHARED OFFICE OVERHEAD		Monthly Expenses	YTD Expenses
31	Pro Rata (\$3,708.00)	-\$3,708.00	-\$3,708.00
32	<b>ENDING FUND BALANCE</b>	<b>-\$2,538.00</b>	<b>\$80,537.81</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# PROBATE COURT JUDGES - TRAFFIC

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42005 Project Code: 352

**Training Mandates:** These training events are mandated by OCGA §15-9-1.1(a); §15-9-1.1(b); §15-9-2.1(c)(2); Uniform Probate Court Rule 14.2(A) & 14.2(B); & Probate Judges Training Council Policy. The venues are contracted in collaboration with the Probate Judges Training Council.

1	<b>BEGINNING FUND BALANCES</b>		
2	Beginning fiscal year fund balance		\$52,764.27
3	Beginning December 2022 fund balance		\$17,348.21
5	<b>REVENUES</b>	<b>Monthly Revenues</b>	<b>YTD Revenues</b>
6	<i>CJE Support Fees</i>		
7	Annual Support Fees	\$0.00	\$475.00
8	Refunds	\$0.00	\$0.00
9	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$475.00</b>
10	<b>EXPENDITURES – EVENTS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
11	<i>Educational Training Events</i>		
12	Annual 2022 Traffic Conference	\$0.00	-\$34,891.06
13	Annual 2023 Traffic Conference	\$0.00	-\$1,000.00
14	New Judge Orientation	\$0.00	\$0.00
15	Multi-Class of Court/Online Courses	\$0.00	\$0.00
16	<b>TOTAL EVENT EXPENSES:</b>	<b>\$0.00</b>	<b>-\$35,891.06</b>
17	<b>EXPENDITURES – MEETINGS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
18	Probate Judge Traffic Committee Meetings (ICJE Staff Travel)	\$0.00	\$0.00
19	ICJE Board Meeting (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
20	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
21	<b>EXPENDITURES – CERTIFICATE PROGRAM &amp; MENTORING</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
22	Probate Traffic Certificate Program/Postage	\$0.00	\$0.00
23	Mentoring – Travel Reimbursement	\$0.00	\$0.00
24	<b>TOTAL CERTIFICATE &amp; MENTORING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
25	<b>EXPENDITURES - OTHER</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
26	Vimeo Subscription Fees	\$0.00	\$0.00
27	Quarterly Postage	-\$0.60	-\$0.60
28	<b>TOTAL OTHER EXPENSES:</b>	<b>-\$0.60</b>	<b>-\$0.60</b>
29	<b>SHARED OFFICE OVERHEAD</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
30	Pro Rata (\$1,670.00)	-\$1,670.00	-\$1,670.00
31	<b>ENDING FUND BALANCE</b>	<b>-\$1,670.60</b>	<b>\$15,677.61</b>

Adjustment explanations can be found on the last page of the financial reports' document.





# PROBATE COURT CLERKS

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42004 Project Code: 314

**Training Mandates:** These training events are not mandated by statute, uniform rule, or educational apparatus policy. ICJE is pleased to provide them as an accommodation for this group. The venues are contracted in collaboration with the Probate Judges Training Council.

1 BEGINNING FUND BALANCES			
2	Beginning fiscal year fund balance		\$61,567.04
3	Beginning December 2022 fund balance		\$34,359.47 <sup>(1)</sup>
4 REVENUES		Monthly Revenues	YTD Revenues
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$0.00	\$3,795.00 <sup>(2)</sup>
7	Refunds	\$0.00	-\$990.00
8	<i>TOTAL REVENUES:</i>	<b>\$0.00</b>	<b>\$2,805.00</b>
9 EXPENDITURES – EVENTS		Monthly Expenses	YTD Expenses
10	<i>Educational Training Events</i>		
11	LWEG & Traffic Training – July 2022	\$0.00	-\$29,236.07 <sup>(3)</sup>
12	LWEG & Traffic Training – July 2024	\$0.00	-\$760.00
13	Multi-Class of Court/Online Courses	\$0.00	-\$0.58
14	<i>TOTAL EVENT EXPENSES:</i>	<b>\$0.00</b>	<b>-\$29,996.65</b>
15 EXPENDITURES – MEETINGS/POSTAGE		Monthly Expenses	YTD Expenses
16	Educational Apparatus Meetings	\$0.00	\$0.00
17	<i>TOTAL MEETING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
18 EXPENDITURES – OTHER		Monthly Expenses	YTD Expenses
19	Quarterly Postage	\$0.00	\$0.00
20	Training Certificate Program	-\$16.50	-\$32.42
21	<i>TOTAL OTHER EXPENSES:</i>	<b>-\$16.50</b>	<b>-\$32.42</b>
22 SHARED OFFICE OVERHEAD		Monthly Expenses	YTD Expenses
23	Pro Rata (\$1,219.00)	-\$1,219.00	-\$1,219.00
24	<b>ENDING FUND BALANCE</b>	<b>-\$1,235.50</b>	<b>\$33,123.97</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# MAGISTRATE COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42001 Project Code: 337

**Training Mandates:** These training events are mandated by OCGA §15-10-25; §15-10-131; §15-10-136(2); §15-10-137(a); §15-10-137(c)(1); §15-10-233; & Magistrate Court Training Council Policy. The venues are contracted in collaboration with the Executive Council of the Council of Magistrate Court Judges of Georgia.

1 BEGINNING FUND BALANCES			
2	Beginning fiscal year fund balance		\$276,873.94 <sup>(1)</sup>
3	Beginning December 2022 fund balance		\$212,478.02 <sup>(2)</sup>
4 REVENUES		Monthly Revenues	YTD Revenues
5 <i>CJE Support Fees</i>			
6	Annual Support Fees	\$790.00	\$10,665.00 <sup>(2)</sup>
7	Refunds	\$0.00	-\$395.00
8	<i>TOTAL REVENUES:</i>	<b>\$790.00</b>	<b>\$10,270.00</b>
9 EXPENDITURES – EVENTS		Monthly Expenses	YTD Expenses
10 <i>Educational Training Events</i>			
11	2022 40 Hr. Basic Civil Certification	-\$192.25	-\$12,591.56
12	Fall 2022 Recertification	\$0.00	-\$61,411.65
13	Chief Judges’ 2023 Update	\$0.00	\$0.00
14	2023 40 Hr. Criminal Certification	\$0.00	\$0.00
15	Spring 2023 Recertification	-\$1,000.00	-\$1,000.00
16	Multi-Class of Court/Online Courses	\$0.00	-\$5.71
17	Financial Assistance for National Training	\$0.00	\$0.00
18	Past Events – CLE Requests	\$0.00	-\$48.00
19	<i>TOTAL EVENT EXPENSES:</i>	<b>-\$1,192.25</b>	<b>-\$75,056.92</b>
20 EXPENDITURES – MEETINGS & MENTORING		Monthly Expenses	YTD Expenses
21	Magistrate Judge Training Council Meetings (Judge & ICJE Staff Travel)	\$0.00	\$0.00
22	ICJE Board Meeting (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
23	Mentoring – Travel Reimbursements	\$0.00	\$0.00
24	<i>TOTAL MEETINGS &amp; MENTORING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
25 EXPENDITURES – PUBLICATIONS/PRINTING		Monthly Expenses	YTD Expenses
26	Benchbook	\$0.00	\$0.00
27	<i>TOTAL PUBLICATION/PRINTING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
28 EXPENDITURES – OTHER		Monthly Expenses	YTD Expenses
29	Vimeo Subscription Fees	\$0.00	\$0.00
30	Quarterly Postage	-\$1.80	-\$13.05
31	Supplies (Name Badges)	\$0.00	\$0.00
32	<i>TOTAL OTHER EXPENSES:</i>	<b>-\$1.80</b>	<b>-\$13.05</b>
33 SHARED OFFICE OVERHEAD		Monthly Expenses	YTD Expenses
34	Pro Rata (\$9,163.00)	-\$9,163.00	-\$9,163.00
35	<b>ENDING FUND BALANCE</b>	<b>-\$9,567.05</b>	<b>\$202,910.97</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# MAGISTRATE COURT JUDGES HISTORIC RESERVES\*

**Fund Source: 42001 Project Code: 371**

*To promote constituent confidence and to foster transparency, this information is made available to all ICJE constituent groups. These reports include ICJE – administered expenses only. For ICJE – administered expenses, any ICJE – maintained document (e.g. contract, invoice, travel reimbursement claim, etc.) is available for review upon request. These expenditures do not include any event expense authorized or administered by this group’s leadership or educational apparatus that was not administered by ICJE.*

	HISTORICAL RESERVES	TOTAL RESERVES
1		
2	Total Funds	\$49,289.30
	EXPENDITURES – APPROVED BY MCTC	TOTAL EXPENDITURES
3		
4	Professional Fees – Royals & Associates, CPA	-\$262.50
5	<i>TOTAL EXPENDITURES:</i>	<i>-\$262.50</i>
<b>6</b>	<b>TOTAL HISTORICAL RESERVES REMAINING:</b>	<b>\$49,026.80</b>

*\*The amounts on this sheet were designated as “historic reserves” by the ICJE Board of Trustees’ Budget Committee. Since July, 2017, the AOC, as ICJE’s fiscal agent, has held these “historic reserves”. Prior to July, 2017, the “historic reserves” were on deposit at SunTrust Bank in two accounts: the account labeled “Magistrate” contained \$49,289.30 at the time of account closure and transfer to AOC fiscal; and, the account labeled “Municipal” contained \$116,501.03 at the time of account closure and transfer to AOC fiscal. The closure of the two accounts and the transfer of the funds in those accounts over to AOC fiscal in July 2017 was based upon the recommendation of the AOC Chief Financial Officer.*

**On October, 23, 2020, the ICJE Board of Trustees unanimously approved the following motion:**

**MOTION:**

The amount of \$49,026.80, currently designated as “Historic Reserves” (“Magistrate” Project Code 371) be transferred/reallocated/redesignated as soon as practicable to Fund Source 42001 “Magistrate Court Judges”; and that the full amount of the \$49,026.80 be expended for future expenditures of educational events; meetings; publications; mentoring; and, shared office overhead, for Magistrate Court Judges in the same manner that revenues derived from annual CJE Support Fees are expended as directed by the Magistrate Court Training Council.



# MAGISTRATE COURT CLERKS

## FISCAL YEAR FINANCIAL REPORTS

Fund Source: 42008 Project Code: 331

**Training Mandates:** *These training events are not mandated by statute, uniform rule, or educational apparatus policy. ICJE is pleased to provide them as an accommodation for this group. The venues are contracted in collaboration with the Executive Council of the Council of Magistrate Courts Clerks Incorporated.*

1	<b>BEGINNING FUND BALANCE</b>		
2	Beginning fiscal year fund balance		\$2,132.13
3	Beginning December 2022 fund balance		\$7,126.79
4	<b>REVENUES</b>	<b>Monthly Revenues</b>	<b>YTD Revenues</b>
5	<i>CJE Support Fees</i>		
6	Transfer of funds from GA Council of Magistrate Court Clerks	\$0.00	\$6,500.00
7	Annual Support Fees	\$0.00	\$0.00
8	Refunds	\$0.00	\$0.00
9	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$6,500.00</b>
10	<b>EXPENDITURES – EVENTS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
11	Clerks Annual 2021 Conference	\$0.00	-\$24.00
12	Clerks Annual 2022 Conference	\$0.00	-\$1,480.77
13	Clerks Annual 2023 Conference	\$0.00	\$0.00
14	<b>TOTAL EVENT EXPENSES:</b>	<b>\$0.00</b>	<b>-\$1,504.77</b>
15	<b>EXPENDITURES – MEETINGS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
16	Educational Apparatus Meetings	\$0.00	\$0.00
17	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
18	<b>EXPENDITURES - OTHER</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
19	Vimeo Subscription Fees	\$0.00	\$0.00
20	Quarterly Postage	\$0.00	-\$0.57
21	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>-\$0.57</b>
22	<b>SHARED OFFICE OVERHEAD</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
23	Pro Rata (\$1,595.00)	\$0.00	\$0.00
24	<b>ENDING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$7,126.79</b>

Adjustment explanations can be found on the last page of the financial reports' document.





# MUNICIPAL COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42002 Project Code: 344

**Training Mandates:** These training events are mandated by OCGA §36-32-27 (b) & (c); Municipal Court Training Council Policy. The venues are contracted in collaboration with the Municipal Court Training Council.

1 BEGINNING FUND BALANCES			
2	Beginning fiscal year fund balance		\$174,717.48 <sup>(1)</sup>
3	Beginning December 2022 fund balance		\$120,289.17 <sup>(2)</sup>
4 REVENUES		Monthly Revenues	YTD Revenues
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$2,600.00	\$19,500.00 <sup>(2)</sup>
7	Refunds	\$0.00	\$0.00
8	<i>TOTAL REVENUES:</i>	<b>\$2,600.00</b>	<b>\$19,500.00</b>
9 EXPENDITURES – EVENTS		Monthly Expenses	YTD Expenses
10	<i>Educational Training Events</i>		
11	2022 Summer 20 Hr. Recertification / Law & Practice	\$0.00	\$37,144.90
12	Fall 2022 20 Hr. Recertification / Law & Practice	-\$9,413.70	-\$38,183.86
13	Summer 2023 20 Hr. Recertification / Law & Practice	\$0.00	-\$5,400.00
14	Multi-Class of Court/Online Courses	\$0.00	-\$3.43
15	Financial Assistance for National Training	\$0.00	\$0.00
16	<i>TOTAL EVENT EXPENSES:</i>	<b>-\$9,413.70</b>	<b>-\$80,732.19</b>
17 EXPENDITURES – MEETINGS		Monthly Expenses	YTD Expenses
18	Municipal Judge Training Council Meetings (Judge & ICJE Staff Travel)	\$0.00	\$0.00
19	ICJE Board Meeting (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
20	<i>TOTAL MEETING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
21 EXPENDITURES - PUBLICATIONS		Monthly Expenses	YTD Expenses
22	Benchbook/Purchased Publication	\$0.00	\$0.00
23	<i>TOTAL PUBLICATION EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
24 EXPENDITURES – OTHER		Monthly Expenses	YTD Expenses
25	Vimeo Subscription Fees	\$0.00	\$0.00
26	Quarterly Postage	-\$1.20	-\$11.02
27	<i>TOTAL OTHER EXPENSES:</i>	<b>-\$1.20</b>	<b>-\$11.02</b>
28 SHARED OFFICE OVERHEAD		Monthly Expenses	YTD Expenses
29	Pro Rata (\$5,279.00)	-\$5,279.00	-\$5,279.00
30	<b>ENDING FUND BALANCE</b>	<b>-\$12,093.90</b>	<b>\$108,195.27</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# MUNICIPAL COURT JUDGES HISTORIC RESERVES\*

**Fund Source: 42002 Project Code: 371**

*To promote constituent confidence and to foster transparency, this information is made available to all ICJE constituent groups. These reports include ICJE – administered expenses only. For ICJE – administered expenses, any ICJE – maintained document (e.g. contract, invoice, travel reimbursement claim, etc.) is available for review upon request. These expenditures do not include any event expense authorized or administered by this group’s leadership or educational apparatus that was not administered by ICJE.*

1	HISTORICAL RESERVES	TOTAL RESERVES
2	Total Funds	\$116,501.03
3	EXPENDITURES – APPROVED BY CMCJ	TOTAL EXPENDITURES
4	Professional Fees – Royals & Associates, CPA	-\$262.50
5	Studdard on Criminal Law Annual Subscription – Hon. Ben Studdard	-\$2,250.00
6	<b>TOTAL EXPENDITURES:</b>	<b>-\$2,512.50</b>
<b>7</b>	<b>TOTAL HISTORICAL RESERVES REMAINING:</b>	<b>\$113,988.53</b>

*\*The amounts on this sheet were designated as “historic reserves” by the ICJE Board of Trustees’ Budget Committee. Since July, 2017, the AOC, as ICJE’s fiscal agent, has held these “historic reserves”. Prior to July, 2017, the “historic reserves” were on deposit at SunTrust Bank in two accounts: the account labeled “Magistrate” contained \$49,289.30 at the time of account closure and transfer to AOC fiscal; and, the account labeled “Municipal” contained \$116,501.03 at the time of account closure and transfer to AOC fiscal. The closure of the two accounts and the transfer of the funds in those accounts over to AOC fiscal in July 2017 was based upon the recommendation of the AOC Chief Financial Officer.*

**On October, 23, 2020, the ICJE Board of Trustees unanimously approved the following motion:**

**MOTION:**

The amount of \$116,238.53, currently designated as “Historic Reserves” (“Municipal” Project Code 371) be transferred/reallocated/redesignated as soon as practicable to Fund Source 42002 “Municipal Court Judges”; and that the full amount of the \$116,238.53 be expended for future expenditures of educational events; meetings; publications; and, shared office overhead, for Municipal Court Judges in the same manner that revenues derived from annual CJE Support Fees are expended as directed by the Municipal Court Training Council.



# MUNICIPAL COURT CLERKS

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42009 Project Code: 345

**Training Mandates:** These training events are mandated by OCGA §36-32-13(b)(1); §36-32-13(b)(2); & Municipal Court Training Council Policy. The venues are contracted in collaboration with the Georgia Municipal Court Clerks Council.

1 BEGINNING FUND BALANCES			
2	Beginning fiscal year fund balance		\$186,274.70
3	Beginning December 2022 fund balance		\$106,898.12 <sup>(1)</sup>
4 REVENUES		Monthly Revenues	YTD Revenues
5	<i>CJE Support Fees</i>		
6	Annual Support Fees	\$900.00	\$15,600.00 <sup>(2)</sup>
7	Refunds	-\$150.00	-\$450.00
8	<i>TOTAL REVENUES:</i>	<b>\$750.00</b>	<b>\$15,150.00</b>
9 EXPENDITURES – EVENTS		Monthly Expenses	YTD Expenses
10	<i>Educational Training Events</i>		
11	Recertification – August 2022	\$0.00	-\$23,764.06
12	16 Hour Certification – September 2022	\$0.00	-\$23,947.72
13	Online Recertification – November 2022	\$0.00	\$0.00
14	Recertification – November 2022	-\$837.29	-\$44,110.51
15	16 Hour Certification – February 2023	\$0.00	\$0.00
16	Recertification – March 2023	\$0.00	\$0.00
17	<i>TOTAL EVENT EXPENSES:</i>	<b>-\$837.29</b>	<b>-\$91,822.29</b>
18 EXPENDITURES – MEETINGS		Monthly Expenses	YTD Expenses
19	Educational Apparatus Meetings/Site Visits	\$0.00	\$0.00
20	<i>TOTAL MEETING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
21 EXPENDITURES – OTHER		Monthly Expenses	YTD Expenses
22	Quarterly Postage	-\$1.20	-\$4.48
23	Vimeo Subscription Fee	\$0.00	\$0.00
24	<i>TOTAL OTHER EXPENSES:</i>	<b>-\$1.20</b>	<b>-\$4.48</b>
25 SHARED OFFICE OVERHEAD		Monthly Expenses	YTD Expenses
26	Pro Rata (\$5,009.00)	-\$5,009.00	-\$5,009.00
27	<b>ENDING FUND BALANCE</b>	<b>-\$5,097.49</b>	<b>\$101,800.63</b>

Adjustment explanations can be found on the last page of the financial reports' document.





# SUPERIOR COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42007 Project Code: 323

**Training Mandates:** Training expenses are addressed by OCGA §15-6-32; training is mandated by Uniform Superior Court Rule 43; and, by CSCJ MCJE Committee Protocol. The venues are contracted in collaboration with CSCJ MCJE Committee; and, CSCJ Executive Committee.

1	<b>BEGINNING FUND BALANCE</b>		
2	Beginning fiscal year fund balance		\$157,848.95
3	Beginning December 2022 fund balance		\$354,298.70 <sup>(2)</sup>
4	<b>REVENUES</b>	<b>Monthly Revenues</b>	<b>YTD Revenues</b>
5	Appropriated Funds	\$0.00	\$575,750.00
6	<i>TOTAL REVENUES:</i>	<b>\$0.00</b>	<b>\$575,750.00</b>
7	<b>EXPENDITURES - EVENTS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
8	<i>Educational Training Events</i>		
9	Summer 2022 Conference	\$0.00	-\$379,295.25 <sup>(1)</sup>
10	New Judge Orientation 2022 Conference	-\$26,500.87	-\$26,505.87
11	Winter 2023 Conference	\$0.00	\$0.00
12	<i>TOTAL EVENT EXPENSES:</i>	<b>-\$26,500.87</b>	<b>-\$405,801.12</b>
13	<b>EXPENDITURES – MEETINGS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
14	CSCJ Meetings (ICJE Staff Travel)	\$0.00	\$0.00
15	ICJE Board Meetings (Board Appointee Travel Reimbursement)	\$0.00	\$0.00
16	<i>TOTAL MEETING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
17	<b>EXPENDITURES – OTHER</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
18	Vimeo Subscription Fees	\$0.00	\$0.00
19	Quarterly Postage	\$0.00	\$0.00
20	<i>TOTAL OTHER EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
21	<b>SHARED OFFICE OVERHEAD</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
22	Pro Rata – (\$26,444.00 for Superior Court Judges & Judicial Staff Attorneys)	-\$26,444.00	-\$26,444.00
23	<b>ENDING FUND BALANCE</b>	<b>-\$52,944.87</b>	<b>\$301,353.83</b>

Adjustment explanations can be found on the last page of the financial reports' document.

**Superior Court Judges' Educational Training & Appropriated Funds:** The revenue source for all amounts shown on this report for Superior Court Judge educational training is appropriated funds; specifically, appropriations to the Council of Superior Court Judges of Georgia ("CSCJ"). ICJE facilitates three educational programs for CSCJ each year: (1) Summer Conference; (2) Winter Conference; and, (3) New Judge Orientation. ICJE invoices CSCJ for the expense of each event; and, CSCJ, using funds appropriated to CSCJ, pays ICJE. This transaction represents a payment of a CJE Support Fee on behalf of each Superior Court Judge by CSCJ. The amounts paid during each fiscal year varies, depending on the cost of the events. These funds are included in the ICJE Fiscal Year Budget.

**Superior Court Judges' Travel Reimbursement & Appropriated Funds:** In addition to paying ICJE for the cost of training events, CSCJ also pays for Superior Court Judges' allowable travel expenses associated with training events. (OCGA §15-6-32). The revenue source for the travel expenses is appropriated funds; specifically, appropriations to the Council of Superior Court Judges of Georgia ("CSCJ"). The amounts paid during each fiscal year varies, depending on the amount of allowable travel expenses. **All funds received by ICJE are deposited with the AOC as fiscal agent. The revenue is subsequently identified, designated, and the expenditures tracked, in accordance with the State Accounting Policy and Procedure/Accounting Manual Reference.**



# JUDICIAL STAFF ATTORNEYS

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 42006 Project Code: 367

**Training Mandates:** These events fulfill Continuing Legal Education Requirements promulgated in State Bar of Georgia Rule 8-104. The venues are contracted in collaboration with the Superior Court Judges' MCJE Committee; and, the State Court Judges' Educational Programs Committee.

1	<b>BEGINNING FUND BALANCE</b>		
2	Beginning fiscal year fund balance		\$5,259.83
3	Beginning December 2022 fund balance		\$5,259.83
4	<b>REVENUES</b>	<b>Monthly Revenues</b>	<b>YTD Revenues</b>
5	Appropriated Funds (CSCJ pays for Superior Court) (Fund Source 42007)		
6	Registration Fees	\$0.00	\$0.00
7	<b>TOTAL REVENUES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
8	<b>EXPENDITURES - EVENTS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
9	<i>Educational Training Events (Fund Source 42007/Project Code 323)</i>		
10	Annual Conference	\$0.00	\$0.00
11	<b>TOTAL EVENT EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
12	<b>EXPENDITURES – MEETINGS</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
13	Educational Apparatus Meetings	\$0.00	\$0.00
14	<b>TOTAL MEETING EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
15	<b>EXPENDITURES – OTHER</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
16	Quarterly Postage	\$0.00	\$0.00
17	<b>TOTAL OTHER EXPENSES:</b>	<b>\$0.00</b>	<b>\$0.00</b>
18	<b>SHARED OFFICE OVERHEAD</b>	<b>Monthly Expenses</b>	<b>YTD Expenses</b>
19	Pro Rata (\$185.00)	\$0.00	\$0.00
20	<b>ENDING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$5,259.83</b>

Adjustment explanations can be found on the last page of the financial reports' document.

The Judicial Staff Attorneys' portion of shared office overhead funds is paid for by the Council of Superior Court Judges from Fund Source 42007, Project Code 323 and is reflected in the Superior Court Judges' Fiscal Year Financial Report.



# ACCOUNTABILITY COURT JUDGES

## FISCAL YEAR FINANCIAL REPORT

Fund Source: 44195 Project Code: 368

**Training Mandates:** Training is mandated by Article 10 – Training, of the CACJ Rules and Regulations; and by CACJ Standing Committee on Training Protocol. The venues are contracted in collaboration with CACJ Executive Committee; and, CACJ Executive Director.

1 BEGINNING FUND BALANCE			
2	Beginning fiscal year fund balance		\$32,422.30
3	Beginning December 2022 fund balance		\$485,753.27
4 REVENUES			
		Monthly Revenues	YTD Revenues
5	Annual Training Conference (Revenue from grant)	\$0.00	\$484,654.47
6	New Judge Orientation	\$0.00	\$0.00
7	<i>TOTAL REVENUES:</i>	<b>\$0.00</b>	<b>\$484,654.47</b>
8 EXPENDITURES - EVENTS			
		Monthly Expense	YTD Expenses
9	<i>Educational Training Events</i>		
10	Training Conferences (Expenditures not paid from grant)	-\$128.62	-\$128.62
11	Annual Training Conference (Expenditures paid from grant)	-\$453,330.97	-\$484,654.47
12	New Judge Orientation	\$0.00	\$0.00
13	<i>TOTAL EVENT EXPENSES:</i>	<b>-\$453,459.59</b>	<b>-\$484,783.09</b>
14 EXPENDITURES – MEETINGS			
		Monthly Expenses	YTD Expenses
15	Educational Apparatus Meetings	\$0.00	\$0.00
16	<i>TOTAL MEETING EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
17 EXPENDITURES – OTHER			
		Monthly Expenses	YTD Expenses
18	Vimeo Subscription Fees	\$0.00	\$0.00
19	Quarterly Postage	\$0.00	\$0.00
20	<i>TOTAL OTHER EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
21 SHARED OFFICE OVERHEAD			
		Monthly Expenses	YTD Expenses
22	Pro Rata (\$17,543.00)	\$0.00	\$0.00
23	<b>ENDING FUND BALANCE:</b>	<b>-\$453,459.59</b>	<b>\$32,293.68</b>

Adjustment explanations can be found on the last page of the financial reports' document.



# GEORGIA COMMISSION ON FAMILY VIOLENCE

## (GRANT – DOMESTIC VIOLENCE BENCH BOOK)

### FISCAL YEAR FINANCIAL REPORT

Fund Source: 42012 Project Code: 353

*\*To promote constituent confidence and to foster transparency, this information is made available to all ICJE constituent groups. These reports include ICJE – administered expenses only. For ICJE – administered expenses, any ICJE – maintained document (e.g. contract, invoice, travel reimbursement claim, etc.) is available for review upon request. These expenditures do not include any event expense authorized or administered by this group’s leadership or educational apparatus that was not administered by ICJE.*

1 BEGINNING BALANCES			
2	Beginning fiscal year balance		\$0.00
3	Beginning December 2022 balance		\$0.00
4 REVENUES		Monthly Revenues	YTD Revenues
5	VAWA Grant Funds	\$0.00	\$0.00
6	<i>TOTAL REVENUES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
7 EXPENDITURES – CONTRACTS		Monthly Expenses	YTD Expenses
8	<i>Services by Subcontractor</i>		
9	Joan Prittie – Attorney (Invoice #1)	\$0.00	\$0.00
10	Joan Prittie – Attorney (Invoice #2)	\$0.00	\$0.00
11	<i>TOTAL CONTRACTED EXPENSES:</i>	<b>\$0.00</b>	<b>\$0.00</b>
12	<b>ENDING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>

Adjustment explanations can be found on the last page of the financial reports' document.





# FY2023 ADJUSTMENTS

## FINANCIAL REPORT

The following financial adjustments were made during FY2023 for each of these constituent groups:

### ICJE – ADMINISTRATIVE OFFICE OF THE COURTS

<sup>(1)</sup> An adjustment was made to the ending fund balance for FY22. The new beginning fund balance for FY23 is \$26,301.89 and has been corrected in the November 2022 financial reports.

<sup>(2)</sup> 08/05/2022 – The office overhead allocation will occur during the first half of FY2023. The total amount transferred to ICJE’s project code 300 will be listed once the transaction is completed. A request was sent on 11/04/2022 to have \$59,913.00 of overhead allocation funds transferred to ICJE’s project code 300. This was finalized in December 2022.

<sup>(3)</sup> A charge of \$150.00 was incorrectly recorded during the October 2022 reports in the “Dues & Memberships” section when it should not have been charged. The adjustment was made in November 2022 to reflect the true data.

### ICJE – UNIVERSITY OF GEORGIA

### STATE COURT JUDGES

<sup>(1)</sup> There was an adjustment in the overall fund balance. See revenue note below.

<sup>(2)</sup> There were 2 late deposits not included in the September 2022 financial reports. The total revenue for September was \$1,920.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

<sup>(3)</sup> The FY2022 final financial adjustments were made in November 2022. The overall fund balance that carried into FY2023 has been corrected from what was previously reported.

### JUVENILE COURT JUDGES

<sup>(1)</sup> There was an adjustment in the overall fund balance. See revenue note below.

<sup>(2)</sup> There were 2 late deposits not included in the September 2022 financial reports. The total revenue for September was \$1,920.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

### JUVENILE COURT CLERKS

### PROBATE COURT JUDGES – NON TRAFFIC

### PROBATE COURT JUDGES - TRAFFIC

### PROBATE COURT CLERKS

<sup>(1)</sup> There was an adjustment in the overall fund balance. See revenue note below.

<sup>(2)</sup> There was 1 late deposit not included in the September 2022 financial reports. The total revenue for September was \$330.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

<sup>(3)</sup> A total of \$29,235.57 was reported as the total for the LWEG & Traffic Training – July in the month of October. The total should have been recorded as \$29,236.07 and has been adjusted to reflect the true data. A total of \$0.50 was added to the staff travel total when it should not have been and has been adjusted to reflect the true data.

#### MAGISTRATE COURT JUDGES

<sup>(1)</sup> There was an adjustment in the overall fund balance from FY22. The new beginning fund balance for FY23 is \$276,873.94 and has been corrected to reflect the data in the November 2022 financial reports.

<sup>(2)</sup> There was 1 late deposit not included in the September 2022 financial reports. The total revenue for September was \$790.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

#### MAGISTRATE COURT CLERKS

#### MUNICIPAL COURT JUDGES

<sup>(1)</sup> There was an adjustment made in the overall fund balance from FY22. The new beginning fund balance for FY23 is \$174,717.48 and has been corrected to reflect the data in the November 2022 financial reports.

<sup>(2)</sup> There were 2 late deposits not included in the September 2022 financial reports. The total revenue for September was \$5,200.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

#### MUNICIPAL COURT CLERKS

<sup>(1)</sup> There was an adjustment made to the overall fund balance. See revenue note below.

<sup>(2)</sup> There were 2 late deposits not included in the September 2022 financial reports. The total revenue for September was \$4,500.00. The revenue and total fund balance were corrected in the October 2022 financial reports.

#### SUPERIOR COURT JUDGES

<sup>(1)</sup> A total of \$1,774.86 was recorded in September 2022 when it should have been recorded in August 2022. Two travel payments were not included in the September 2022 financial reports when they should have been. Each of these matters and final total have been adjusted in the November 2022 financial reports to reflect the true data.

<sup>(2)</sup> The beginning and ending fund balance have been corrected after adjustments from the 2022 Summer Conference were made between September and December. The balance should have been reported as \$354,298.70 and not \$360,883.61.

#### ACCOUNTABILITY COURT JUDGES

#### JUDICIAL STAFF ATTORNEYS

#### GEORGIA DOMESTIC FAMILY VIOLENCE BENCHBOOK GRANT