030-01 / JUDICIAL ADMINISTRATION - AOC - COURT ADMINISTRATION

OCC CODE	OCCUPATIONAL TITLE	ADOPTED BUDGET	CURRENT BUDGET	BUDGET FILLED	BUDGET VAC	BUDGET UNAUTH	CURRENT OVERAGE	OVERAGE FILLED	OVERAGE VAC	OVERAGE UNAUTH	FROZEN	LOA	SUPPL
004718	JA PERSONNEL SPECIALIST	1	1	1	0	0	0	0	0	0	0	0	0
004739	JA LEGAL SECRETARY 2	1	1	1	0	0	0	0	0	0	0	0	0
004830	JUDICIAL SUPPORT SPEC 1	1	1	1	0	0	0	0	0	0	0	0	0
004831	JUDICIAL SUPPORT SPEC 2	1	1	1	0	0	0	0	0	0	0	0	0
004833	JA ADMINISTRATIVE ASSISTANT 2	2	2	1	1	0	0	0	0	0	0	0	0
004835	JUDICIAL SUPPORT ADMIN 1	1	1	1	0	0	0	0	0	0	0	0	0
004836	JUDICIAL SUPPORT ADMIN 2	1	1	1	0	0	0	0	0	0	0	0	0
004837	JUDICIAL SUPPORT ADMIN 3	2	2	2	0	0	0	0	0	0	0	0	0
004845	SR COURT LEGAL ADVISOR	1	1	1	0	0	0	0	0	0	0	0	0
004855	JA BUDGET ANALYST 3	1	1	1	0	0	0	0	0	0	0	0	0
===>	DEPT 030 DIV 01 TOTALS	12	12	11	1	0	0	0	0	0	0	0	0

Sandra M. Lonergan, Trial Court Administrator

7-11-14
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030-02 / JUDICIAL ADMINISTRATION - AOC - COURT SUPPORT

OCC CODE	OCCUPATIONAL TITLE	ADOPTED BUDGET	CURRENT BUDGET	<----- BUDGET FILLED	VAC	UNAUTH ----->	CURRENT OVERAGE	<---- OVERAGE FILLED	VAC	UNAUTH --->	FROZEN	LOA	SUPPL
004724	JA MAIL CENTER CLERK	4	4	4	0	0	0	0	0	0	0	0	1
004731	JA ADMINISTRATIVE SECRETARY	1	1	1	0	0	0	0	0	0	0	0	0
004739	JA LEGAL SECRETARY 2	10	10	9	1	0	0	0	0	0	0	0	0
004746	JA ADMINISTRATIVE OFFICER 3	1	1	1	0	0	0	0	0	0	0	0	0
004747	JA STATISTICAL ANALYST	2	2	1	1	0	0	0	0	0	0	0	0
004758	JA CLINICAL SOCIAL WORKER 2	1	1	1	0	0	0	0	0	0	0	0	0
004764	JA COMPUTER TECHNICIAN 1	1	1	1	0	0	0	0	0	0	0	0	0
004785	JA COURT INTERPRETER	10	10	5	5	0	0	0	0	0	0	0	0
004790	BAILIFF	0	0	0	0	2	0	0	0	0	0	0	0
004802	JUDICIAL SERVICES COORD 1	4	4	4	0	0	0	0	0	0	0	0	1
004803	JUDICIAL SERVICES COORD 2	9	9	8	1	0	0	0	0	0	0	0	1
004813	MEDIATOR 1	0	0	0	0	0	0	0	0	0	0	0	4
004814	MEDIATOR 2	0	0	0	0	0	0	0	0	0	0	0	1
004830	JUDICIAL SUPPORT SPEC 1	5	5	5	0	0	0	0	0	0	0	0	7
004831	JUDICIAL SUPPORT SPEC 2	9	9	9	0	0	0	0	0	0	0	0	2
004833	JA ADMINISTRATIVE ASSISTANT 2	3	3	3	0	0	0	0	0	0	0	0	0
004835	JUDICIAL SUPPORT ADMIN 1	3	3	3	0	0	0	0	0	0	0	0	0
004836	JUDICIAL SUPPORT ADMIN 2	5	5	4	1	0	0	0	0	0	0	0	0
004837	JUDICIAL SUPPORT ADMIN 3	5	5	4	1	0	0	0	0	0	0	0	0
004848	MAGISTRATE	1	1	1	0	0	0	0	0	0	0	0	0
====>	DEPT 030 DIV 02 TOTALS	74	74	64	10	2	0	0	0	0	0	0	17

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030-03 / JUDICIAL ADMINISTRATION - AOC - CITES

OCC CODE	OCCUPATIONAL TITLE	ADOPTED BUDGET	CURRENT BUDGET	BUDGET FILLED	BUDGET VAC	BUDGET UNAUTH	CURRENT OVERAGE	OVERAGE FILLED	OVERAGE VAC	OVERAGE UNAUTH	FROZEN	LOA	SUPPL
004762	JA COMMUNICATIONS ENGINEER	1	1	1	0	0	0	0	0	0	0	0	0
004763	JA TELECOMMUNICATIONS ADMIN	1	1	1	0	0	0	0	0	0	0	0	0
004764	JA COMPUTER TECHNICIAN 1	1	1	1	0	0	0	0	0	0	0	0	0
004765	JA COMPUTER TECHNICIAN 2	3	3	3	0	0	0	0	0	0	0	0	2
004766	JA COMPUTER TECH SUPV	1	1	1	0	0	0	0	0	0	0	0	0
004767	JA NETWORK MANAGER 1	2	2	2	0	0	0	0	0	0	0	0	0
004770	JA NETWORK SUPPORT SUPV	1	1	1	0	0	0	0	0	0	0	0	0
004772	JA SYSTEM ANALYST/PROG 2	5	5	5	0	0	0	0	0	0	0	0	0
004773	JA SR SYSTEMS ANALYST PROG	2	2	2	0	0	0	0	0	0	0	0	0
004774	JA COMP SERVICES MANAGER	4	4	3	1	0	0	0	0	0	0	0	0
004775	JA TECH TRAINING SPEC 2	1	1	1	0	0	0	0	0	0	0	0	0
004776	JA TECH TRAINING SPEC 3	1	1	1	0	0	0	0	0	0	0	0	0
004780	JA VIDEO PRODUCTION ASSISTANT	1	1	1	0	0	0	0	0	0	0	0	1
004781	JA VIDEO PRODUCTION SPECIALIST	0	0	0	0	0	0	0	0	0	0	0	0
004782	JA VIDEO COMMUNICATIONS EDITOR	0	0	0	0	0	0	0	0	0	0	0	0
004830	JUDICIAL SUPPORT SPEC 1	1	1	1	0	0	0	0	0	0	0	0	0
004833	JA ADMINISTRATIVE ASSISTANT 2	1	1	1	0	0	0	0	0	0	0	0	0
004885	JA CHIEF INFORMATION OFFICER	1	1	1	0	0	0	0	0	0	0	0	0
009792	JA COMMUNICATIONS ENGINEER	0	0	0	0	0	0	0	0	0	0	0	0
009987	JA AV TECHNICAL SPECIALIST	1	1	1	0	0	0	0	0	0	0	0	0
009988	JA VIDEO COMM. SPECIALIST	1	1	1	0	0	0	0	0	0	0	0	0
===>	DEPT 030 DIV 03 TOTALS	29	29	28	1	0	0	0	0	0	0	0	3

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030-04 / JUDICIAL ADMINISTRATION - AOC - COURT FACILITIES

OCC CODE	OCCUPATIONAL TITLE	ADOPTED BUDGET	CURRENT BUDGET	FILLED	VAC	UNAUTH	CURRENT OVERAGE	FILLED	VAC	UNAUTH	FROZEN	LOA	SUPPL
004707	JA INFORMATION CLERK	4	4	3	1	0	0	0	0	0	0	0	0
004836	JUDICIAL SUPPORT ADMIN 2	2	2	2	0	0	0	0	0	0	0	0	0
004838	SENIOR JUDICIAL SUPP ADMIN	1	1	1	0	0	0	0	0	0	0	0	0
<==>	DEPT 030 DIV 04 TOTALS	7	7	6	1	0	0	0	0	0	0	0	0

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030-05 / JUDICIAL ADMINISTRATION - ADC - COURT SECURITY

OCC CODE	OCCUPATIONAL TITLE	ADOPTED BUDGET	CURRENT BUDGET	BUDGET FILLED	BUDGET VAC	BUDGET UNAUTH	CURRENT OVERAGE	OVERAGE FILLED	OVERAGE VAC	OVERAGE UNAUTH	FROZEN	LOA	SUPPL
004790	BAILIFF	122	122	119	3	0	0	0	0	0	0	0	0
004791	CHIEF BAILIFF	1	1	1	0	0	0	0	0	0	0	0	0
004820	JA COURT SECURITY MONITOR	11	11	11	0	0	0	0	0	0	0	0	1
004821	JA COURT SECURITY SPECIALIST	9	9	9	0	0	0	0	0	0	0	0	1
004836	JUDICIAL SUPPORT ADMIN 2	2	2	2	0	0	0	0	0	0	0	0	0
===>	DEPT 030 DIV 05 TOTALS	145	145	142	3	0	0	0	0	0	0	0	2
===>	DEPT 030 TOTALS	267	267	251	16	2	0	0	0	0	0	0	22

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030 – JUDICIAL ADMINISTRATION
ADMINISTRATIVE OFFICE OF THE COURTS
TABLE OF ORGANIZATION SUMMARY
FISCAL YEAR 13/14 TO 14/15

		FY 13/14	FY 14/15
GENERAL FUND:	AOC		
	Court Administration	12	12
	Court Support	40	40
	Court Information & Technology	29	29
	Court Facilities	7	7
	Court Security	145	145
SUBTOTAL:		233	233
FUND 100:	Drive Legal Program	8	8
	Self-Help Program	20	20
	Process Server	1	1
SUBTOTAL:		29	29
SPECIAL PROGRAMS	Juvenile Drug Court	1	1
	Mental Health Jail Diversion Program	4	4
SUBTOTAL:		5	5
TOTAL BUDGETED POSITIONS:		267	267

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JUDICIAL ADMINISTRATION

Bertila Soto
Chief Judge

Sandra M. Lonergan
Trial Court Administrator

COURT ADMINISTRATION

13/14	Div 01	14/15
	Fiscal Unit	
	Yul Anderson	
1	Admin Assistant 2 (4833)	1
1	JA Budget Analyst 3 (4855)	1
1	Jud Supt Admin 2 (4836)	1
	Human Resources	
1	Jud Supp Admn 3 (4837)	1
1	JA Pers Specialist (4718)	1
1	JA Admin Asst 2 (4833)	1
	Procurement	
1	Jud Supp Spec 2 (4831)	1
	Grant Administration	
1	Jud Supp Adm 3 (4837)	1
	Legal Services	
1	Sr Court Legal Adv (4845)	1
1	JA Legal Sec 2 (4739)	1
	Court Administration	
1	Jud Supp Spec 1 (4830)	1
1	Jud Supp Adm 1 (4835)	1
12	Total	12

COURT SUPPORT

13/14	Div 02	14/15
	Unified Family Court	
1	Jud Svcs Coord 2 (4803)	1
1	Magistrate (4848)	1
	Mental Health Coordination	
2	Jud Svcs Coord 2 (4803)	2
1	Jud Supp Spec 2 (4831)	1
1	Jud Supp Adm 2 (4836)	1
1	Jud Supp Adm 3 (4837)	1
1	JA Admin Off 3 (4746)	1
	DV Fatality Review	
1	JA Admin Secretary (4731)	1
2	JA Stat Analyst (4747)	2
	Dependency Drug Court	
3	Jud Svcs Coord 2 (4803)	3
1	Jud Supp Admin 1 (4835)	1
1	Jud Supp Admin 3 (4837)	1
	Traffic Court Operations	
1	Jud Supp Admin 1 (4835)	1
	Adult Drug Court	
2	Jud Svcs Coord 1 (4802)	2
	Family Supervised Visitation	
1	Jud Svcs Coord 2 (4803)	1
1	Jud Supp Spec 2 (4831)	1
1	Jud Supp Adm 3 (4837)	1
1	JA Clnd Scl Wrkr 2 (4758)	1
	County Court Mediation	
1	Jud Supp Admin 3 (4830)	1
1	JA Admin Asst 2 (4833)	1
1	Jud Supp Spec 2 (4831)	1
	Civil Court Operations	
10	Court Interpreter (4785)	10
	Couriers	
4	Mail Center Clerk (4724)	4
40	Total	40

COURT INFORMATION & TECHNOLOGY

13/14	Div 03	14/15
	OCCITES	
0	JA Comm Engineer (4762)	1
0	JA Telecomm Adm (4763)	1
1	JA Computer Tech 1 (4764)	1
3	JA Computer Tech 2 (4765)	3
1	JA Computer Tech Supv (4766)	1
2	JA Network Manager 1 (4767)	2
1	JA Network Supp Spvr (4770)	1
5	JA Systems Anal/Prog 2 (4772)	5
2	JA Sr Systems Anal/Prog (4773)	2
4	JA Comp Svcs Mgr (4774)	4
1	JA Tech Trainer Spec 2 (4775)	1
1	JA Tech Trainer Spec 3 (4776)	1
1	JA Video Prod Asst (4780)	1
1	JA Video Prod Spec (4781)	0
1	JA Video Comm Editor (4782)	0
1	Jud Supp Spec 1 (4830)	1
1	JA Admin Assistant 2 (4833)	1
1	JA Chief Inf Officer (4885)	1
1	JA Telecomm Adm (9779)	0
1	JA Comm Engineer (9792)	0
0	JA Video Comm Specialist (9988)	1
0	JA AV Tech Specialist (9987)	1
29	Total	29

COURT FACILITIES

13/14	Div 04	14/15
	Facilities Management	
1	Sr Jud Supp Admin (4838)	1
2	Jud Supt Admin 2 (4836)	2
	LET Courthouse Center	
1	JA Information Clerk (4707)	1
	Dade County Courthouse	
1	JA Information Clerk (4707)	1
	Juvenile Justice Center	
1	JA Information Clerk (4707)	1
	R.E.G. Justice Center	
1	JA Information Clerk (4707)	1
7	Total	7

COURT SECURITY

13/14	Div 05	14/15
	Security Management	
122	Bailiff (4790)	122
1	Chief Bailiff (4791)	1
11	JA Court Sec Monitor (4820)	11
9	JA Court Sec Spec (4821)	9
2	Jud Supp Adm 2 (4836)	2
145	Total	145

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FUND 100

SELF FUNDED PROGRAMS

SELF HELP PROGRAM

13/14		14/15
10	JA Legal Sec 2 (4739)	10
1	Jud Svcs Coord 2 (4803)	1
5	Jud Supp Spec 1 (4830)	5
2	JA Admin Asst 2 (4833)	2
1	Jud Supp Admin 2 (4836)	1
1	Jud Supp Adm 3 (4837)	1
20	Total	20

PROCESS SERVERS

13/14		14/15
1	Jud Supp Admin 2 (4836)	1
1	Total	1

DRIVE LEGAL PROGRAM

13/14		14/15
6	Jud Supp Spec 2 (4831)	6
1	Jud Supp Admin 1 (4835)	1
1	Jud Supp Admin 2 (4836)	1
0	Jud Supp Admin 3 (4837)	0
8	Total	8

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SPECIAL PROGRAMS

SPECIAL PROGRAMS

JAIL DIVERSION PROGRAM

13/14		14/15
1	JA Computer Tech 1 (4764)	1
1	Jud Svcs Coord 2 (4803)	1
2	Jud Svcs Coord 1 (4802)	2
4	Total	4

JUVENILE DRUG COURT

13/14		14/15
1	Jud Supp Admin 2 (4836)	1
1	Total	1

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