

Budget Enhancement

FY2023: Court Administration



Budget: Administration

The Idaho Supreme Court requests an ongoing General Fund appropriation for four additional positions to manage both new and growing responsibilities.

The FY2023 General Fund appropriation necessary to support this request totals \$407,000, including \$82,100 for a Security Officer, \$90,000 for a Fixed Asset Management Specialist, \$118,500 for a Senior Accountant and \$116,400 for a Human Resources Specialist, Principal.

COURTHOUSE SECURITY

The Supreme Court courthouse recently gained security improvements including a single public access point with an X-ray machine and magnetometer. This access point is currently staffed by Idaho State Police. ISP has committed to providing the same ongoing trooper support for the building in FY2023. However, while ISP troopers provide security in court hearings and watch people in and around the building, a POST-certified level position is not needed to monitor the X-ray machine. In order to have the security service without unnecessarily increasing costs, the Supreme Court is seeking a single non-POST certified Security Officer.

FIXED ASSET MANAGEMENT

The Judicial Branch maintains a significant number of state assets distributed in each county courthouse. However, asset management is currently performed by staff with primary roles in other areas. A Fixed Asset Management Specialist will

coordinate with all 44 counties to ensure safeguarding of court-issued assets, accuracy of inventory records and status, and compliance with court policies and procedures.

COURT FINANCES

The Administrative Office's Finance Division serves as a support division that accounts, reports, and processes all transactions of the Idaho Judicial Branch. Over the last 10 years, the Court has experienced growth increasing the number of transactions. A Senior Accountant is now needed to help address the workload. While other state agencies maintain an average ratio of financial staff to overall budget of 15.19%, the Court's accounting staff is currently at 8.11%.

EMPLOYEE DEVELOPMENT

The number of judges and employees within the Idaho Judicial Branch has increased. Adding a Human Resources Specialist, Principal, will help the HR team deliver on strategic initiatives related to leadership development, the special ethical responsibilities of working in the courts, retention and performance development.

