



SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA

CHAMBERS OF
MORRIS D. JACOBSON
Presiding Judge
Department 1

René C. Davidson Courthouse
1225 Fallon Street
Oakland, CA 94612

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF ALAMEDA
GENERAL DIRECTIVE BY THE PRESIDING JUDGE**

DIRECTIVE NO: 2016-23

**SUBJECT: NON-SUPERVISORIAL DIRECT REPORT RELATIONSHIP
BETWEEN SUPERVISING JUDGE AND ADMINISTRATIVE
DIRECTOR**

Rule 10.603 of the California Rules of Court establishes the duty of the Presiding Judge to establish policies, to increase the efficiency in Court operations, and to ensure efficient management and administration of the Court. Rule 10.610 of the California Rules of Court establishes the duty of the Court Executive Officer to provide general direction to and supervise employees of the Court.

Pursuant to these authorities, the Chief Supervising Judge – Criminal, the Chief Supervising Judge – Civil, the Chief Supervising Judge – Family, and the Presiding Judge – Juvenile, and the Judge who is designated as the Chair of the Court’s IT, are each directed to regularly and frequently meet with the Administrative Director who has responsibility for the area within their purview.

This policy creates a non-supervisory direct report relationship between the Supervising Judge and their corresponding Administrative Director. The Administrative Directors will continue to be supervised by the CEO and the Presiding Judge.

This policy is intended to create an environment in which, when an administrative or operational change is being considered, the usual and expected process is to timely inform and consult with the Judicial Officer(s) who may be affected by the change. To that end, this directive places direct responsibility on the Administrative Director to promptly communicate the contemplated

change to the Supervising Judge, and on the Supervising Judge to discuss the contemplated change with the affected Judicial Officer(s).

This directive shall expire on December 31, 2016.

Issued: February 16, 2016



Hon. Morris D. Jacobson
Superior Court of California, County of Alameda