

District of Columbia Courts

State of the Judiciary



2010

Open to All ♦ Trusted by All ♦ Justice for All

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Open to All ♦ Trusted by All ♦ Justice for All

CONTENTS

From the Executive Officer of the District of Columbia Courts	1
Message from the Chief Judges	2
State of the Judiciary of the District of Columbia Courts, 2010	3
Governance of the District of Columbia Courts	30
Organization of the District of Columbia Courts	31
Organizational Chart of the District of Columbia Courts	32



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FROM THE EXECUTIVE OFFICER OF THE DISTRICT OF COLUMBIA COURTS

The *State of the Judiciary 2010* tells the story of the achievements of the District of Columbia Courts as we serve the public in the District of Columbia. I am very pleased to report on the D.C. Courts' initiatives to enhance the administration of justice in 2010, the third year of our five-year strategic plan, *Delivering Justice: Strategic Plan of the District of Columbia Courts, 2008 – 2012*.

As the Judicial Branch of the District of Columbia government, the D.C. Courts protect rights and liberties, uphold and interpret the law, and resolve disputes peacefully, fairly, and effectively. To carry out our mission, this year the D.C. Courts implemented new practices, changed business processes, and increased technology, among other things. I invite you to read about our many innovations and activities in this report and to visit our website, www.dccourts.gov, to learn more about the District of Columbia Courts and the services we provide to the community.

The D.C. Courts take great pride in working on behalf of the people of the District of Columbia. We appreciate the dedicated and highly professional judicial officers and court staff who strive every day to meet our vision: *Open to All, Trusted by All, Justice for All*.

Sincerely,



Anne B. Wicks
Executive Officer
District of Columbia Courts

MESSAGE FROM THE CHIEF JUDGES

Greetings to the Citizens of the District of Columbia,

The District of Columbia Courts are here to serve you, the public. This report highlights many initiatives and programs that were developed to address our community's legal needs. From our new housing calendar to our award-winning fathering and community courts, the D.C. Courts strive to find innovative ways to administer justice for the public in the District. In addition, we are making our buildings more welcoming and secure, and are using technology to help you access the Courts more easily and efficiently. We are also working to ensure that our employees have what they need to serve you, as well as working with other agencies to provide more seamless services.

We hold ourselves accountable to you, and this report is part of our work in that regard. The D.C. Courts continue to refine performance measures to inform the public about court activities. We invite you to visit our website at www.dccourts.gov to learn more about your judicial branch of government.

Finally, we thank our colleagues in the judiciary and the entire staff of the D.C. Courts for their leadership, innovation, and tireless work towards the administration of justice. It is a privilege to work with these dedicated public servants, as well as with our agency partners, who regularly demonstrate a commitment to meeting the legal needs of our community in the Nation's Capital.



Eric T. Washington
Chief Judge
District of Columbia Court of Appeals



Lee F. Satterfield
Chief Judge
Superior Court of the District of Columbia

STATE OF THE JUDICIARY OF THE DISTRICT OF COLUMBIA COURTS, 2010

Delivering Justice: Strategic Plan of the District of Columbia Courts, 2008 – 2012, guides the work of the District of Columbia Courts by identifying six strategic issues that give direction to the D.C. Courts’ activities as we serve the public in the District of Columbia and strive to achieve our vision: “Open to All, Trusted by All, Justice for All.” This report discusses activities that the D.C. Courts have undertaken this year to enhance service to the public in the District of Columbia in each of the areas below.

Strategic Issue 1: Fair and Timely Case Resolution focuses on deciding cases on their merits, in accordance with the law, and in a timely manner. This issue involves ensuring that the jury pool reflects the community and that the indigent have quality legal representation, as well as efforts to keep bias and discrimination out of the courthouse. The Courts must balance fairness with timeliness and use sound management techniques, alternative dispute resolution, and good communication to hear cases efficiently.

Strategic Issue 2: Access to Justice compels the Courts to make it as easy as we can for people in the community to come to court and use the services available to them. Opening satellite offices in the community, providing services in multiple languages, and assisting litigants without lawyers help foster access to justice.

Strategic Issue 3: A Strong Judiciary and Workforce requires the Courts to focus on the people—judges and court staff—who serve the public and drive the administration of justice in our community. The Courts support training programs to maintain and improve skills, sponsor diversity programs, and recognize performance as we strive to foster engagement and high achievement.

Strategic Issue 4: A Sound Infrastructure spotlights the Courts’ facilities and technology, to ensure that they support efficiency and make it easier for the public to access court buildings, information, and services. The Courts’ infrastructure serves as the foundation supporting court efforts in the other five areas.

Strategic Issue 5: Security and Disaster Preparedness commands a safe and secure environment for the administration of justice and continued service to the public in the event of an emergency. The Courts must not only address day-to-day security risks, but also plan with other criminal justice agencies for crises.

Strategic Issue 6: Public Trust and Confidence is the lynchpin of the administration of justice in a democratic society. Through transparency, communication, and accountability to the public, the Courts strive to ensure that the community trusts the Courts to resolve its disputes in an unbiased manner.



FAIR AND TIMELY CASE RESOLUTION

The D.C. Courts place a high value on ensuring due process and equal protection for all parties who seek justice from the Courts. At the same time, the Courts recognize that “justice delayed is justice denied” and are committed to resolving cases expeditiously. We strive at all times to balance the dual goals of fairness and timeliness while ensuring that every case receives individual attention and that all cases are handled as efficiently as possible in keeping with our duty to use public funds responsibly and promote public safety and confidence in the Courts.

IMPROVING TIMELINESS TO RESOLVE CASES

To live up to the first strategic issue, fair and timely case resolution, the D.C. Courts must balance fairness and timeliness, utilizing best practices in case management. Each case that comes before the court must be decided based on its facts and the law, recognizing each party’s right to due process and equal protection under the law. Each case must also be decided in a timely manner without unnecessary delay.

D.C. Court of Appeals. Courts hear cases brought before them. In 2010, 1,691 new cases were filed in the D.C. Court of Appeals, and the court disposed of (or completed) 1,881 cases. A common measure of court efficiency is the clearance rate, a comparison of cases completed to cases filed. At a clearance rate of 100% a court is keeping pace with its workload by resolving one pending case for each new case filed. The Court of Appeals achieved a clearance rate of 108% in 2010, a good efficiency measure. The Court of Appeals continued to strive to reduce the time it takes to appeal a case. In 2010, the median time on appeal (from notice of appeal to court decision) was 402 days, the lowest it has been in eight years.

Court of Appeals Caseload Activity, 2010							
Category	New Cases Filed		Cases Disposed		Cases Pending December 31, 2010		Clearance Rate %
	No.	%	No.	%	No.	%	
Mandatory Appeal & Bar Cases	1,633	96.6	1,820	96.8	2,049	100.0	108
Original Jurisdiction Matters	34	2.0	36	1.9	1	0.0	106
Discretionary Jurisdiction Matters	24	1.4	25	1.3	-	0.0	104
Total	1,691	100.0	1,881	100.0	2,050	100.0	108

D.C. Superior Court. In 2010, 100,558 new cases were filed in the Superior Court. Of these, 54,718 were civil cases, 22,365 were criminal cases, and 12,777 were family court cases, including child support, divorce, and juvenile cases. The Superior Court achieved a clearance rate of 96%.

Superior Court Caseload Activity, 2010							
Division	New Cases Filed		Cases Disposed		Cases Pending December 31, 2010		Clearance Rate %
	No.	%	No.	%	No.	%	
Civil	54,718	54.4	56,373	53.5	16,003	35.3	101
Criminal Division	22,365	22.2	23,227	22.0	8,443	18.6	101
Domestic Violence	7,366	7.3	7,717	7.3	755	1.7	100
Family Court Operations	12,777	12.7	15,106	14.3	12,018	26.5	112
Probate	2,571	2.6	2,739	2.6	6,912	15.3	92
Tax	761	0.8	275	0.3	1,190	2.6	36
Total	100,558	100.0	105,437	100.0	45,321	100.0	96

Detailed court statistics are available on the D.C. Courts' website, www.dccourts.gov.

Tracking Court Performance. Effective administration of justice necessarily involves monitoring performance in regular, measureable ways. During 2010 the Courts continued to implement the courtwide performance measures which were approved by the Joint Committee. A number of comprehensive reports were developed to assist in measuring courtwide performance. The new Trial Date Certainty report and the Age of Active Pre-Disposition Caseload report facilitate this analysis.

*ENHANCING FAIR
CASE RESOLUTION*

Legal Representation for Indigent Defendants. To ensure that indigent criminal defendants who need court-appointed counsel receive competent representation, the Court reconstituted the Criminal Justice Act (CJA) Panel. This list of attorneys, selected after careful review of their qualifications and

skills, who are eligible for appointment at the Court's expense will be reviewed on a regular basis to ensure continued high quality representation for indigent defendants. The CJA Panel also identifies Spanish-speaking attorneys available to assist limited-English-proficient, Spanish-speaking defendants.

Improved Juror Turnout. In 2010, more people responded to summonses and appeared for jury duty increasing the juror yield by 9.5% over 2009, to 22.39%. In addition, more of the jurors who appeared were sent to courtrooms for *voire dire*, using the jurors' time more efficiently and representing an increase in the juror utilization rate of 5%. These improvements reflect recent initiatives to increase juror participation, such as improved online services, a new training presentation, faster juror check-in using hand-held scanners, and show cause hearings to follow through on jurors who fail to report for service. In addition, process improvements and increased data collection increased efficiency.

Fairness in Juvenile Justice. The Family Court convened a retreat for juvenile justice agencies as part of ongoing work to assess disparate treatment and develop guidelines to address racial disproportionality. The retreat offered an opportunity for collaboration among several organizations and stakeholders (including the National Council of Juvenile and Family Court Judges, the Victims Act Model Courts, Casey Family Programs, the District's Criminal Justice Coordinating Council, the Metropolitan Police Department, the Child and Family Services Agency, the Juvenile Justice Advisory Group, the Public Defender Service, the Department of Youth Rehabilitation Services, the Office of the Attorney General, and the National Center for Juvenile Justice). The retreat produced several goals for the respective agencies, including a reduction in abscondance from community placements, accurate collection of race and ethnicity data, reduction of the negative impact on children resulting from involvement in the delinquency system, improved awareness of community based programs, and examination of whether there is a disparity by geographic area in the use of alternatives to adjudication.

“Through innovative approaches problem-solving courts seek to provide positive outcomes for society, victims and offenders. The Fathering Court is one of our problem-solving courts, in which judges don't look at just guilt or liability, but try to help people put their lives back together.”
Chief Judge Satterfield

INNOVATIONS IN CASE PROCESSING AND MANAGEMENT

Housing Conditions Calendar. In response to community concerns about D.C. Housing Code violations the Superior Court worked with various stakeholders to establish the Housing Conditions Calendar to expedite actions to enforce housing code regulations. When a tenant files a complaint asking the court to order a landlord to undertake required repairs, the first hearing is scheduled within one month. Mediators help landlords and tenants reach agreement on housing repairs.

Marriage Upsurge. The Religious Freedom and Civil Marriage Equality Amendment Act, which legalized same-sex marriages in the District of Columbia, more than doubled the workload of the Courts' Marriage Bureau in 2010. The Court revised forms and rewrote the civil marriage ceremony to prepare for the new law. More than 150 couples filed marriage applications on the day the law became effective, March 3, 2010. From the date of enactment through the end of 2010, 5,828 marriage applications were filed, a 114% increase compared to the same period last year. In addition, the number of civil weddings performed by judges and court staff increased by 161% to 2,154.

Small Claims Goes Paperless. The Small Claims Paperless Project, fully implemented this year, updates data in real time so that orders and judgments are entered in the computerized docket as they happen in the Small Claims Courtroom. The public and attorneys can then read the data online, thereby expediting access to case information.

Enhancing Case Management. By reducing the number of criminal jury trials scheduled by 54%, the Court reduced continuances and enhanced trial date certainty. This decrease in rescheduling more efficiently used the time of all criminal justice system participants by reducing the need to prepare and to travel to the courthouse multiple times for a trial. As a result, there was an increase in the number of trials held, and the court was able to dispose of more cases.

Child Custody Resolution. The Court expanded the Program for Agreement and Cooperation in Child Custody Disputes (PAC) in 2010 to serve Spanish-speaking parties. PAC is a program of educational seminars designed to enable parents to more successfully resolve contested custody disputes, with the aim of reducing conflicts between parents and thereby reducing the adverse impact on children. The seminars are now offered in Spanish once each month.

Award-Winning Fathering Court.

We are proud to report that during 2010 the Fathering Court was recognized as a creative and promising program with a “Bright Idea Award” from the Harvard University Ash Center for Democratic Governance and Innovation. The Fathering Court, started in 2007, serves fathers with child support cases who are exiting the penal system and aims to equip them with the skills to become



Judge Milton Lee (at podium) congratulates the Fathering Court graduates.

emotionally and financially responsible for their children. In 2010, the Fathering Court held a Family Health Summit to educate participants on health and wellness issues, such as cardiovascular health, diabetes prevention, nutrition, and physical fitness.

Award-Winning Community Court. The D.C. Misdemeanor and Traffic Community Court received a 2010 Momentum Award from the Downtown D.C. Business Improvement District (BID) for “outstanding individual and organizational achievements in Downtown D.C.” The award recognized the court’s problem-solving approach to criminal justice and its effective partnerships with local organizations, including the BID, to help offenders give back to the community by performing community service, to hold them accountable, and to create a better environment downtown.

Family Treatment Court. The 11th graduation celebration of the Family Treatment Court recognized six women who completed a residential substance abuse treatment program for mothers in the child welfare system. The program keeps the children with their mothers during treatment, rather than placing the children in foster care. Since its inception in 2003, more than 100 women have gained sobriety, successfully completed the program, and been reunified with their children. The Family Treatment Court not only keeps families together, but also saves money for the District by reducing the number of children in foster care.

Expanding Mental Health Court. The Mental Health Court expanded the population it serves to include defendants in low-level felony cases who suffer from serious and prolonged mental illness. The cases of approximately 430 individuals were processed through Community Court in 2010. Defendants enter a guilty plea, and, upon successful completion of the program, the charge is reduced to a misdemeanor. The Mental Health Court refers defendants with mental health and substance abuse needs to a Mental Health Department clinic in the courthouse for services. Since it opened its doors in 2007, the clinic has served over 1,000 criminal defendants suffering from acute mental illness.

Increasing Real-time Court Reporting. Last year the number of courtrooms served by real-time court reporting doubled, which not only expedites the production of transcripts but also facilitates access to court proceedings for litigants with disabilities and assists judges review of proceedings. Real-time reporting instantaneously translates the reporter’s stenographic notes during court proceedings to English and makes the transcript available on the judge’s and attorney’s computer screens.

Forms Redesign. New forms in Landlord Tenant Court include more detailed information that narrows issues in the complaint and helps the judge, court staff, mediators, self-help center staff, and social service agencies better assist the parties. The new forms more clearly describe the facts of the case, include information on rent subsidies, clarify the relief requested, and provide contact information in multiple languages for court interpreters.

Updated Bench Book. The Court updated the *District of Columbia Family Court Abuse and Neglect Bench Book* to reflect recent changes in Federal and local child welfare laws. The bench book assists judges in complying with the Adoption and Safe Families Act and other laws.

Making Every Action Civil. To better serve the public, managers in the Civil Actions Branch “Meet and Greet” the public in the branch lobby, providing assistance as needed, to help the branch deliver prompt and effective customer service each and every day, one customer at a time.



Courtroom at the District of Columbia Superior Court.

ACCESS TO JUSTICE

Ensuring that all District residents have access to justice is an increasing challenge for the D.C. Courts for many reasons. The number of non-English speaking residents continues to grow in the metropolitan area. In addition to language barriers, many of these residents, from Spanish-speaking countries, the Middle East and Asia, have very different expectations of the courts based on their native cultural experiences. Low-income residents can face legal problems due to urban development and the lack of affordable housing. Low-income residents may be less able than higher-income residents to leave their jobs to attend a court hearing or serve as a juror. Educational differences also affect people's ability to access court services. For instance, people with less education may have less experience using computers and therefore may be less able to take advantage of electronic services offered by the Courts. There are also a number of District residents who are illiterate or have very limited reading skills, which severely hampers their ability to read and understand court orders, or fill out court forms properly. In addition there are potential barriers to justice based on race, gender, sexual orientation, physical or mental disabilities, and the like. Since 1996, the Courts' Standing Committee on Fairness and Access has maintained a steady focus on identifying and reducing such barriers to justice.

PROGRAMS AND SERVICES FOR COURT PARTICIPANTS

Promoting access to justice for all persons requires innovation to serve a community that is diverse in areas such as language, national origin, education level, literacy, physical ability, age, and income level. The Courts must

ensure that the courthouse is indeed “Open to All” so the public can find their way to judicial branch services.

Providing Alternative Dispute Resolution (ADR) in the Community. To provide more accessible dispute resolution services to the Latino community, the Superior Court opened a satellite ADR office at the Central American Resource Center. A bilingual dispute resolution specialist provides intake services at the center one day each month and schedules appropriate matters for conciliation and mediation services.

Expanding Language Access. The D.C. Courts took a number of steps this year to expand access for persons with limited English proficiency, particularly in light of a recent interpretation of Title VI of the Civil Rights Act as it applies to state and local courts. The Courts began providing interpreting services at every in-court proceeding and at mediations, posting information on the availability of free interpretation services, training judges and court staff in the use of telephone interpretation, and installing additional equipment. Drawing on the diversity of court staff, the Courts asked bilingual employees to volunteer to assist the public, and a list of available staff—and their languages—was disseminated. In addition, the Courts translated the general information pamphlet into the nine most requested foreign languages, distributed it to the public, and continued to translate other documents and forms. Working with a community group, the Courts developed a program to train interpreters in domestic violence issues.

Enhancing Fairness and Access. The Standing Committee on Fairness and Access to the District of Columbia Courts, which works to improve community access, to monitor compliance with the Americans with Disabilities Act, and generally to improve the quality of service provided to court users, produced an informational brochure about the D.C. Courts, in addition to ongoing activities related to monitoring and eliminating bias in the administration of justice.

Increasing Legal Assistance. To increase legal representation available for low and moderate income District residents, the D.C. Access to Justice Commission, established by the D.C. Court of Appeals in 2005 to enhance civil legal services for low and moderate income residents, worked with the D.C. Bar Pro Bono Program to initiate a program encouraging senior lawyers to focus on *pro bono* work as they transition to a new phase of their careers. Under the auspices of the Senior Attorney Initiative for Legal Services (SAILS) Project, participating law firms set up a structure and culture that encourages and supports these senior lawyers now and in the future. In addition, the Commission is working to increase legal services for litigants in administrative hearings and is working with the public libraries on know-your-rights materials. The Commission also secured public funding for civil legal services again this year and is planning an initiative to increase private funding.

Helping Victims of Crime. A new Crime Victims Compensation Program satellite office in Northeast D.C. assists victims of violent crime with their claims for reimbursement of costs related to the crime in a community-based setting. Through partnerships with community groups, domestic violence victims receive counseling when placed in hotels for temporary emergency housing and they can access temporary emergency shelter even when the court is closed. Crime victims in the District received approximately \$9.5 million in compensation in 2010.

Serving Domestic Violence Victims. The Superior Court has undertaken several initiatives to enhance service to domestic violence victims this year. Domestic Violence Unit staff received training in lethality assessment, which helps them not only identify parties in gravest danger who may need extra assistance from advocacy organizations, but also to be more sensitive to the parties. In addition, the court obtained a grant focused on teen dating violence. The court will work with a national teen advocacy organization to enhance awareness of violence in teen dating and intimate relationships. The Domestic Violence Unit has worked with the Metropolitan Police Department to prevent respondents in domestic violence cases from having guns registered in the District. To enhance the delivery of supervised visitation and safe exchange services in situations involving domestic violence, the Court in partnership with the D.C. Office of Victim Services, Office of the Attorney General and Women Empowered Against Violence (WEAVE), received a planning grant from the Department of Justice, Office on Violence Against Women.

Improving Information for Child Welfare Litigants. The D.C. Courts took several steps in 2010 to enhance access for parents in neglect proceedings. A new orientation video depicts a child welfare case from removal of the children through reunification, seeking to decrease parental anxiety about the court process and to enhance understanding of court proceedings by explaining the types of hearings, legal timelines, and roles of various stakeholders in the child welfare system. A new brochure for parents in these cases contains information not only about court procedures but also about available services in the community.

Protecting Incapacitated Persons Who are Wards of the Court. To ensure that incapacitated adults under court guardianship receive high quality care, the Probate Division continued the Guardianship Assistance Program. Under the Program, the court appoints social work students from local universities as court visitors who meet with and review the health care needs of incapacitated persons who are wards of the Court. During 2010 over 3,000 hours of service were provided to 247 individuals.

*HELP FOR PERSONS
WITHOUT LAWYERS*

Family Law Help. The Family Court Self Help Center, a free walk-in service that provides legal information in a variety of family law matters, served 7,400 customers this year, 22% more than in 2009.

Consumer Law Help. The Consumer Law Resource Center provides substantive legal and court processing information to *pro se* individuals with consumer matters in the District of Columbia. Staffed by volunteer attorneys and legal assistants from Williams & Connolly LLP, individuals are provided assistance on debt collection, independent contractor disputes, automotive repair disputes, utility disputes and issues involving violations of the Consumer Protection Procedures Act.

Landlord and Tenant Assistance. The D.C. Bar's Landlord Tenant Resource Center continued to provide an increasing number of *pro se* litigants (both landlords and tenants) with legal information and assistance. In its sixth year of operation, the Resource Center assisted 2,960 litigants from July to December 2010.

Small Claims Resources. The Small Claims Resource Center provides legal and court processing information to petitioners and respondents regarding small claims law and procedures in the District of Columbia. Coordinated by the D.C. Bar Pro Bono Program, the Resource Center is staffed by attorneys from the Neighborhood Legal Services Program and law students supervised by attorneys from the George Washington University Law School and the Columbus School of Law at Catholic University.

Tax Sale Services. The Tax Sale Resource Center is a court-based *pro se* assistance office operated by the Bar in collaboration with Morgan Lewis & Bockius LLP. The Center provides legal information and advice and assists unrepresented litigants with completing pleadings and other court documents after a tax sale.

Probate Assistance. The Probate Division initiated live chats on the D.C. Courts’ website to provide the public realtime online responses to questions regarding probate matters. The Probate Resource Center, run by an attorney with the law firm Bryan Cave, assists unrepresented parties with estate administration, helps parties gather information needed to proceed with the probate process, prepares documents, and helps parties understand how property should be distributed and transferred to beneficiaries. For the *pro se* public filing small estates (approximately 650 people annually), the Court provides Small Estates Specialists who walk litigants through the process.



A STRONG JUDICIARY AND WORKFORCE

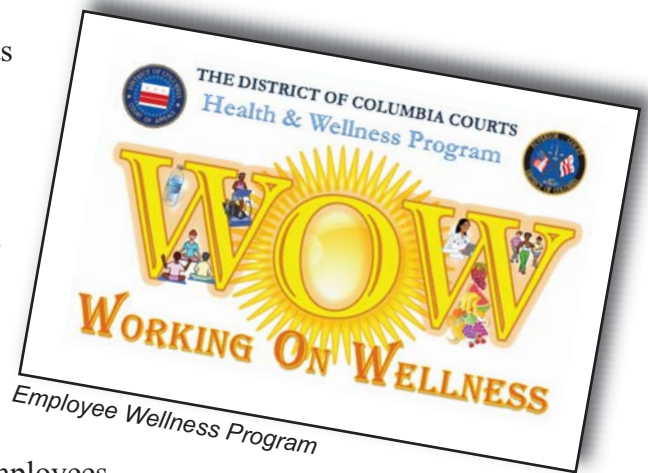
A strong judiciary and workforce is essential to the Courts' ability to administer justice effectively. The D.C. Courts' judiciary is recognized as one of the most distinguished in the country, and our administrators and staff are highly talented and experienced public servants. The Courts have made substantial investments in training and continuing education for all judges and staff. We also seek out shared training opportunities with justice system partners, to enhance our mutual understanding of the challenges faced in delivering justice effectively and to develop collaborative solutions.

The D.C. Courts employ 1,300 judges and court staff who directly serve the public, process the cases, and provide administrative support—in short, who carry out the work of administering justice in the District of Columbia. Each of these individuals must possess up-to-date skills and a commitment to public service. The Courts must encourage them to strive for excellence, embrace diversity, and engage fully and enthusiastically in their work.

AN ENGAGED AND INVOLVED JUDICIARY

the 2009 Federal Human Capital Survey of judges and court staff and established four projects to address areas for improvement. Two committees comprised of court employees were set up to work on Health & Wellness and Work/Life Balance programs. A third group was formed to improve internal communications, and a Strategic Human Resources effort was initiated. In addition, managers and supervisors began a multi-year training program on team-building, human resources law, performance management, and problem employees. All employees attended a class, entitled “Power, Influence, Authority and Leadership: Best Practices for Everyone,” to foster positive interactions among employees.

Building a Great Place to Work. Continuing a multi-year effort to ensure operational efficiency, enhance employee engagement, and make the D.C. Courts “A Great Place to Work”, the Courts built on strengths identified in



Training and Professional Development. Court of Appeals and Superior Court judges and magistrate judges participated in numerous training programs to stay abreast of case law, societal trends, technological changes, and other issues that they must understand to make good judicial decisions. In 2010, judicial officers completed over 3,700 hours of judicial education. Court staff participated in more than 22,400 hours of professional development during 2010, including technology classes to prepare for a courtwide Microsoft Office software upgrade and new courses covering such topics as file management, MS Project, professional writing skills, leadership, and developing employees. Since 2005, the number of classes offered, the number of employees attending those classes, and the number of training hours completed by employees has steadily increased.

Vicarious Trauma. To help the staff of the Domestic Violence (DV) Unit cope with the emotional effects of providing services to traumatized victims day in and day out, the Court offered training on vicarious trauma. Repeated exposure to the trauma that victims experience has a negative impact on employees of the DV Unit. The training helped employees identify the effects of this trauma and provided techniques to help them manage it.

Training Future Family Court Judges. To ensure that judges in all Superior Court divisions have the knowledge and skills required to serve in the Family Court, quarterly training on relevant Federal and District of Columbia laws governing Family Court cases was initiated. The training included instruction in permanency planning principles and practices, recognizing the signs of and risk factors for child abuse, communicating with children and children as witnesses, and the disproportionate representation of minorities in family court matters.

Recognizing Excellence. The 29th Annual Employee Recognition and Awards Ceremony highlighted the contributions of employees who perform their job responsibilities in an exceptional manner. The Management Training Committee members won the Enterprise Service Award for innovative initiatives, such as the development of the Management Training Program and the Courtwide Conference. The Individual Public Service Award went to 28-year veteran court reporter Eva Ramos both for her professional accomplishments and her extensive volunteer work on libraries and literacy in the D.C. area and the Philippines. The Family Court Social Services Division's Southeast Satellite Office won the Office Public Service Award for the Balanced and Restorative Justice Center that provides community-based intensive services and an alternative to detention for youth. The Management Achievement Award went to Tiffany Adams-Moore for her inspiring leadership of the Landlord Tenant Branch. Alvin Milton was presented the Unsung Hero Award for his professionalism and his generosity in supporting numerous court events.



Court of Appeals Chief Judge Eric Washington and Superior Court Chief Judge Lee Satterfield congratulate Ms. Cynthia Davis on 40 years of service.



Award recipients at the Employee Recognition and Awards Ceremony.

Celebrating Diversity. The Courts honor the traditions and contributions of various cultures to our society and the local community. Black History Month featured a “living museum,” a high-energy step show by members of local fraternities and sororities, a lecture on local black history by author and journalist Jesse J. Holland, and a taste of soul food. The events also took advantage of the talents and experiences of judges and court staff: Superior Court Senior Judge Arthur L. Burnett spoke about his role working for equal educational opportunities in the Civil Rights Movement and several employees recited original poetry and sang spirituals or other songs. Hispanic Heritage Month observances included a cultural fair with information on several Latin American countries, samples of traditional cuisine, a salsa



Participants in the Black History Month step show.

dance demonstration, and the Community Outreach Recognition Opportunity, or CORO Awards, which recognizes individuals and organizations that provided invaluable services to the local Latino community. The 2010 awardees were the Latino Student Fund (Community Agency Award); Kathryn Dolan, Capital Area Immigrants Rights Coalition (Legal Community Award), and Eliana Labarca, a social worker and abuse counselor (Allen Klein Award).



Hispanic Heritage Month committee chair Wilfredo Gaitán greets an attendee during the cultural fair.

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The audience sings a choral rendition of “Lift Every Voice and Sing” during the Black History Month event.



Employees follow the lead of the “D.C. Casineros,” a Latin dance group.

Judicial Conference. Held jointly this year with the D.C. Bar Conference, the Court of Appeals Judicial Conference focused on survival strategies in times of economic hardship. Plenary sessions looked at the impact of the economy on the legal profession, attorney impairment, special courts, litigants with unique stresses, and surviving and thriving by turning stress around.



Judicial conference attendees listen to a panel discussion.



Court of Appeals Chief Judge Eric T. Washington, Judges Phyllis D. Thompson and Kathryn A. Oberly with guest speaker John Payton.

A Fond Farewell. This year, the D.C. Court of Appeals bid farewell to Clerk of Court Garland Pinkston, who retired in May. During his tenure, which began in 1996, Mr. Pinkston oversaw numerous initiatives, perhaps most visibly the Court's 2009 move into the newly-renovated Historic Courthouse. The Court also welcomed Mr. Pinkston's successor, Julio Castillo, who most recently served as the Executive Director of the D.C. Public Employee Relations Board.



Garland Pinkston, former Clerk of the D.C. Court of Appeals.

A SOUND INFRASTRUCTURE

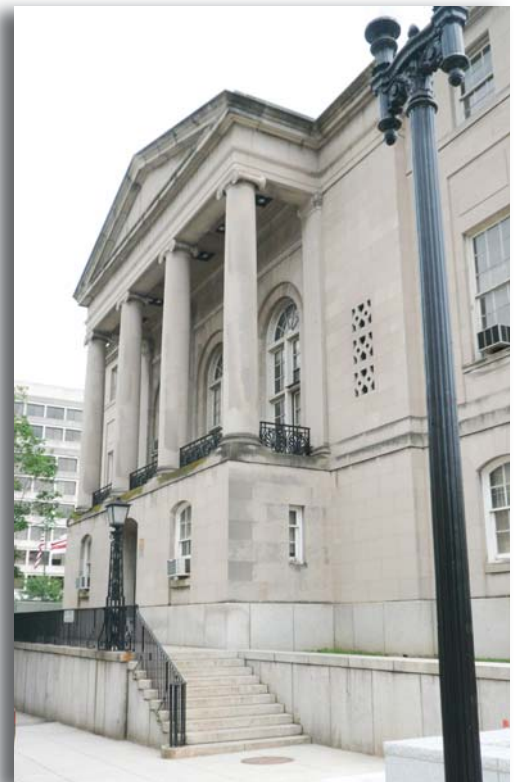
The D.C. Courts must maintain functional and accessible physical facilities in order to operate efficiently. The Courts occupy several historic buildings in the Judiciary Square complex which must be preserved and protected for the public and future generations. A major effort to restore, renovate and upgrade the Courts' physical facilities has been underway since 2002, with major milestones completed in 2009 to ensure that court facilities and services met the public needs and effectively supported court operations. Additionally, the Courts are making a substantial investment in technology to enhance operations.

The D.C. Courts' physical and technological infrastructure is the foundation for the administration of justice. Court facilities not only foster efficient operations and make it easier for the public to access the court but also lend dignity to the important public business conducted within their walls. Court technology supports staff productivity and provides new avenues to share information with judges and the public.

COURTHOUSE RESTORATION

The D.C. Courts occupy 1.2 million square feet of space for the administration of justice in the District. Maintenance and modernization of these facilities to support public access, safety, sustainability, and efficient operations are guided by a comprehensive Facilities Master Plan as well as an urban design plan for Judiciary Square. During 2010, more than 20 projects were underway to implement these plans.

Building C Renovation. The design was completed and construction commenced to modernize Building C, which was constructed in the late 1930's and formerly housed the juvenile court. The restoration will provide modern office space that complies with current building codes while preserving key historic elements of the building. The public visiting the Multi-Door Dispute Resolution Division will have the opportunity to enjoy the new space that will also house the Information Technology Division and a new data center. To ensure energy efficiency, emissions reduction, and indoor environmental quality, the building is designed to Leadership in Energy and Environmental Design (LEED) "Gold" standards, and the design was submitted to the U.S. Green Building Council for certification.



Building C before renovation starts.

Safety Improvements. In the 1970's era Moultrie Courthouse, safety improvement projects this year include upgrades to the electrical system; pressurizing emergency exit stairwells to improve fire safety; and clearing egress corridors to facilitate emergency evacuation.

Cellblock and U.S. Marshals Space. The D.C. Courts completed renovation of the U.S. Marshals administrative and office space, temporarily relocated arraignment court, and completed sally port improvements as part of a multi-year project to renovate the adult holding area and U.S. Marshals space in the Moultrie Courthouse.

Restored Park. The Southeast Park, at the corner of the Historic Courthouse, replaced a former parking lot with green space, trees, curved brick pathways, lighting, and a fountain. The park now provides part of the urban oasis envisioned for public enjoyment in Judiciary Square.

Exterior Improvements. Further enhancing the environment in Judiciary Square, the D.C. Courts made several improvements to the outside of court buildings. After the Moultrie Courthouse main entrance was reconfigured, its plaza was renovated to be more open and the building's north façade was cleaned. New lighting brightens the C Street entrance to enhance public safety. At Buildings A and B, new exterior doors complete the recently cleaned façades. A new plaza at the north entrance to Building A is both more functional and more welcoming.

Looking to the Future. To enhance efficiencies in the criminal justice system in the future, the D.C. Courts commissioned a study to explore consolidating booking and arraignments in the Henry J. Daly Building, headquarters of the Metropolitan Police Department (MPD). The study identified a number of efficiencies that could be realized for the D.C. Courts, U.S. Marshals Service, MPD, and other agencies if the building was brought up to contemporary standards and portions reconfigured for this purpose.



Southeast Park with new brick pathways and fountain.



Reconfigured Moultrie Courthouse main entrance.



Building A park side entrance.

INFORMATION TECHNOLOGY UPGRADES

E-Filing Expansion. To facilitate case filing for the public and legal community and enhance the efficiency of case processing, the Superior Court expanded e-filing in two areas.

The Child and Family Services Agency (CFSA) can initiate new abuse and neglect cases electronically through an interface between the CFSA and court case management systems, saving staff time and improving the quality of court data by eliminating the need to enter data manually. In addition, the Court received a grant to work with stakeholders to develop electronic filing for criminal charges.

Using Technology in Probate. As mentioned earlier, the Court initiated live chats on the D.C. Courts' website to provide the public real-time, online responses to questions regarding probate matters. In addition, the probate section of the D.C. Courts' website was revamped, posting 10 video information presentations, 13 brochures, and approximately 150 forms for use by lawyers and members of the public. A web-based system supports efficient, customized searches of digitally archived wills and supporting documentation from the past 200 years.

Technology to Support Alternative Dispute Resolution (ADR). The D.C. Courts implemented three new systems to help improve the quality of ADR services in civil and family cases. First, a comprehensive database monitors the quality of ADR programs and providers. Second, web-based software assists mediators in writing high quality agreements in family cases. Third, a web-based voucher system improves the accuracy and efficiency of mediator payments.

High Technology Courtroom. The Superior Court installed a high tech courtroom to pilot new litigation support technology, with screens for showing evidence and power point presentations, whiteboards to mark the digital displays, a high definition document camera, and computer connections at the lawyer lectern. Attorneys incorporated these tools into presentations, and jurors reported that the technology helped them understand the cases.



Judge Herbert Dixon highlights technology courtroom features.

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Software to Track Compensation Claims. A new Claims Assistant Software System supports the Crime Victims Compensation Program in managing and tracking all claims filed by victims of violent crimes for compensation of crime-related expenses.

SECURITY AND DISASTER PREPAREDNESS

Courts and other public institutions across the country face security risks not contemplated a decade ago. The D.C. Courts' location in the nation's capital presents additional, distinct security risks which require constant monitoring. With one of the highest case filing rates in the nation, and thousands of people visiting the courthouse each day, the Courts face a significant challenge in ensuring safety. At the same time, the Courts must remain accessible. The citizens of the District of Columbia must have confidence that the Courts can continue to function in the event of an emergency.

"Security is a top priority for the Courts, as reflected by the inclusion of "Security and Disaster Preparedness" as a strategic issue in the 2008-2012 Strategic Plan. The Courts must ensure that members of the public, judicial officers, and court staff are safe and secure. At the same time, the Courts must remain accessible to the public we serve."

Executive Officer Anne Wicks

Heightened concern for security at courthouses and public buildings nationally is only magnified in the Nation's Capital. Here, with approximately 10,000 people coming into the courthouse each day, the D.C. Courts must provide a safe and secure environment not only for judges and court staff, but also for the public. This secure environment is critical to the fair and unbiased administration of justice for the community. The public relies on the Courts to continue to provide judicial branch services in the event of an emergency; the Courts must be prepared.

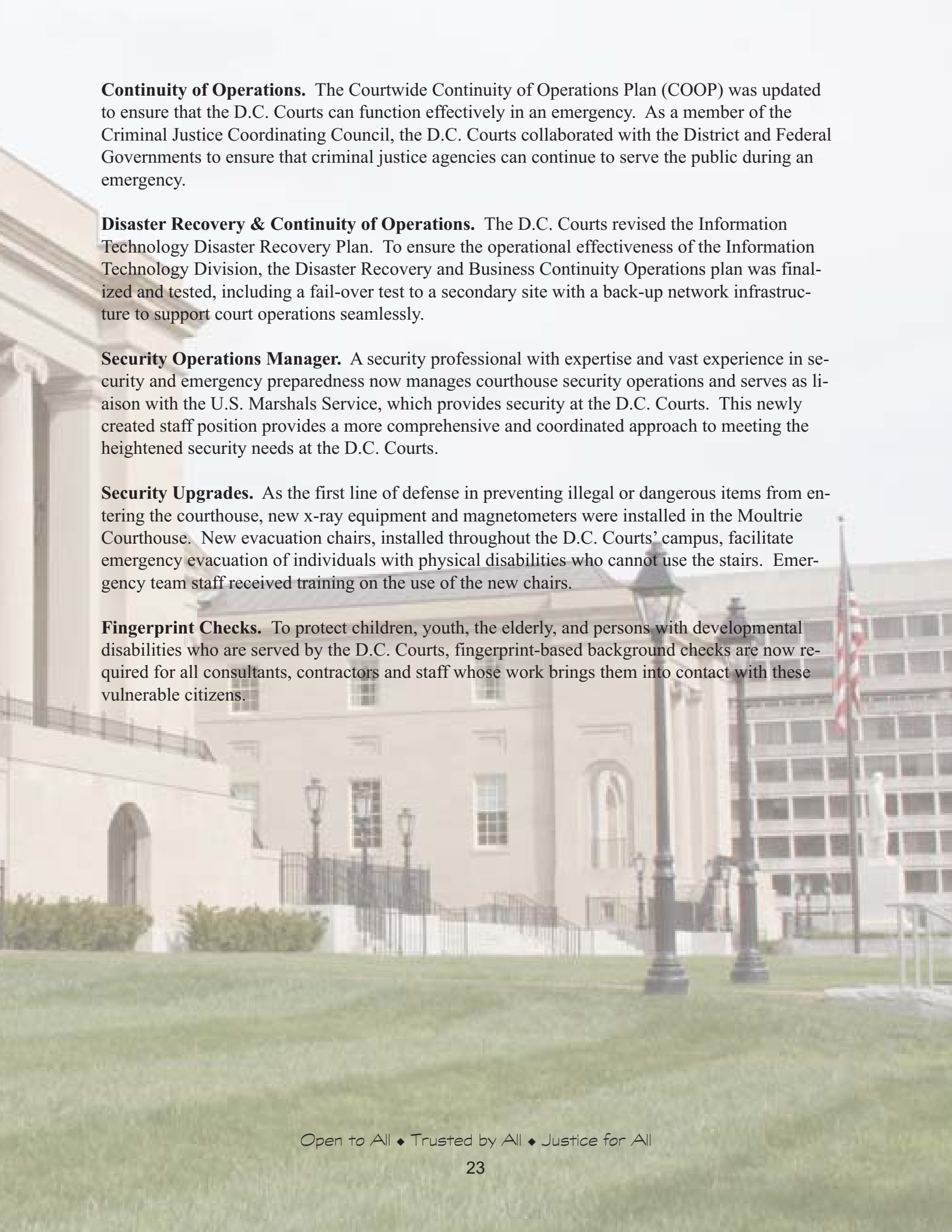
Court Security Month. In April 2010 the 3rd Annual Court Security and Emergency Preparedness Awareness Month focused the court community on security with a series of presentations emphasizing that "Security and

Preparedness Are Everyone's Responsibility." Programs included bomb threat procedures, fire safety, Metrorail safety, workplace violence, and computer security.

Security Training. Training—for both court personnel and security contractors—is an essential component of security at the D.C. Courts. Given the importance of safety and security, orientation for all new judicial officers and court employees includes training on courthouse security. This year, stressing Special Security Officer (SSO) training, SSO supervisors attended a two-day checkpoint training program on x-ray and metal detection and explosive recognition, and all SSO's attended two days of training conducted by the U.S. Marshals Service.



Metropolitan Police Officer presents a bomb detection session during Court Security and Emergency Preparedness Awareness Month.



Continuity of Operations. The Courtwide Continuity of Operations Plan (COOP) was updated to ensure that the D.C. Courts can function effectively in an emergency. As a member of the Criminal Justice Coordinating Council, the D.C. Courts collaborated with the District and Federal Governments to ensure that criminal justice agencies can continue to serve the public during an emergency.

Disaster Recovery & Continuity of Operations. The D.C. Courts revised the Information Technology Disaster Recovery Plan. To ensure the operational effectiveness of the Information Technology Division, the Disaster Recovery and Business Continuity Operations plan was finalized and tested, including a fail-over test to a secondary site with a back-up network infrastructure to support court operations seamlessly.

Security Operations Manager. A security professional with expertise and vast experience in security and emergency preparedness now manages courthouse security operations and serves as liaison with the U.S. Marshals Service, which provides security at the D.C. Courts. This newly created staff position provides a more comprehensive and coordinated approach to meeting the heightened security needs at the D.C. Courts.

Security Upgrades. As the first line of defense in preventing illegal or dangerous items from entering the courthouse, new x-ray equipment and magnetometers were installed in the Moultrie Courthouse. New evacuation chairs, installed throughout the D.C. Courts' campus, facilitate emergency evacuation of individuals with physical disabilities who cannot use the stairs. Emergency team staff received training on the use of the new chairs.

Fingerprint Checks. To protect children, youth, the elderly, and persons with developmental disabilities who are served by the D.C. Courts, fingerprint-based background checks are now required for all consultants, contractors and staff whose work brings them into contact with these vulnerable citizens.

PUBLIC TRUST AND CONFIDENCE

The people of the District of Columbia must have confidence that the D.C. Courts are accessible, fair, impartial and independent in dispensing justice and resolving disputes. We continually strive to earn the trust and confidence of our community by understanding the diverse and changing needs of its residents, and by being responsive and accountable. Cultivating and earning public trust and confidence is essential to fulfilling the Courts mission in serving the public.

As institutions, courts hear cases brought to them by the public and other branches of government. Without confidence that their courts will resolve their disputes fairly and independently, the community would not avail itself of judicial branch services, jeopardizing the rule of law and civil society. The D.C. Courts strive to cultivate and earn the trust of the public in the District of Columbia through community information and public accountability.

COMMUNITY OUTREACH

agencies, and community groups co-sponsored and participated in the meetings, as well as judicial officers and court staff. The East of the River Community Court hears U.S. misdemeanor cases (e.g., prostitution, minor drug offenses) not involving domestic violence that occur in Wards 7 and 8 of Washington, D.C., and seeks to balance punishment, community restitution, and services that the defendant may need. The meetings focused on Improving Public Safety and Delivering Justice; Community Issues, Crime and Criminal Justice-Making Positive Changes; and community support. More than 350 local residents attended the events.

Community Outreach with ANC Members. Superior Court Chief Judge Lee Satterfield continued to host a series of “roundtable” style meetings with ANC Commissioners from various wards of the city. These small, informal meetings have been very constructive and productive, offering an open dialogue between ANC Commissioners and Superior Court judges and officials. Judges are able to explain how the criminal and juvenile justice systems work, clarify the extent of the court’s jurisdiction under D.C. law and inform commissioners about court services and programs. These meetings are designed to give the commissioners an opportunity to voice their observations and concerns – and those of their constituents — to the judges, offering a community perspective.

Community Court Outreach. The Superior Court sponsored two Community Court town hall meetings in 2010 to keep abreast of community issues and concerns. Councilmembers, criminal and juvenile justice



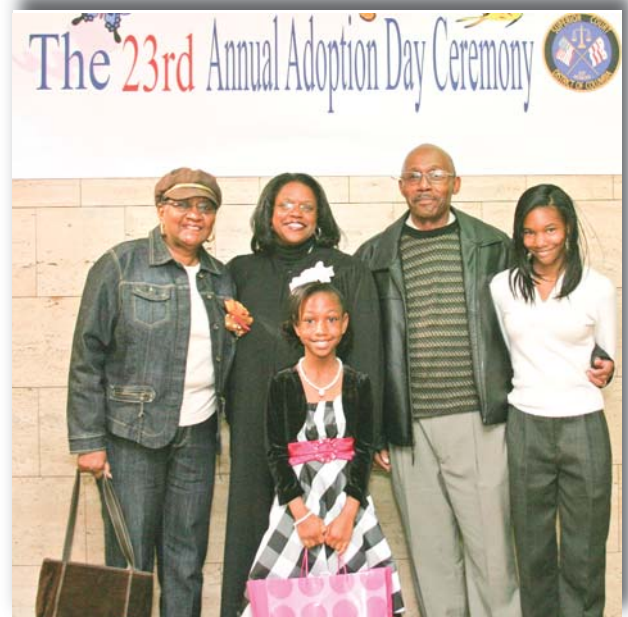
Participants at the Ward 7 Community Court Town Hall.

Criminal Justice and Child Welfare Community Programs. The first criminal justice system-wide interdisciplinary conference for judges and court staff, prosecutors, defense attorneys, police, and pre-trial and probation supervision officers focused on “Addressing Violence in our Community.” Subjects included trauma and violence in the lives of young black men and risk assessment and its effect on release, detention, and supervision decisions. The ninth annual Family Court multidisciplinary training was titled “Child Sexual Abuse and Exploitation: Educating, Empowering and Transforming Lives” and covered topics ranging from child sexual abuse from a legal and medical perspective to the impact of sexual abuse on victims and best practice treatment options for victims. More than 800 professionals and judicial officers attended these two conferences. In addition, the court organized a series of brown bag lunch trainings for Counsel for Child Abuse and Neglect panel attorneys in areas such as immigration issues for foster children, guardianship and adoption law, and understanding substance abuse. New family lawyers participated in training on child protection mediation. In collaboration with the National Institute of Trial Advocacy (NITA), 40 attorneys who practice in Family Court participated in a two-day trial skills training program.

Adoption Day. The Superior Court co-hosted the 24th Annual Adoption Day with the D.C. Child and Family Services Agency, celebrating adoptions in the District and highlighting the need for individuals to “Adopt a Child. . . be a Shining Star.” Twenty-two children were adopted into 18 families. Debra Lee, Chairman and CEO of BET Networks gave a keynote speech and local newswoman Barbara Harrison served as mistress of ceremonies, introducing each



Magistrate Judge Janet Albert (third from left) with happy family members.



Magistrate Judge Tara Fentress (second from left) shares a moment with a family at the Adoption Day ceremony.

child. A new addition to Adoption Day this year is the Freddie Mac Foundation Heart Gallery, an exhibit of compelling portraits of local children in foster care who are waiting to be adopted.

Hosting Visitors. Groups interested in learning about courts and the administration of justice visit the D.C. Courts from near and far. This year, the D.C. Courts hosted local school groups as well as visitors from Argentina, Australia, Chile, China, India, Japan, Korea, Lebanon, Mexico, Nigeria, Poland, Romania, Tajikistan, and the Ukraine.



The Indian delegation is pictured with Elizabeth Olds (back row, far right), DV Unit Director William Agosto (back row, second from left) and Judge Heidi Pasichow (bottom row, center).



Visitors from Tajikistan with Judge Judith Retchin (center, bottom row).

PUBLIC TRUST

Tracking Court Performance. The Courts continued a multi-year initiative to implement courtwide performance measures that will enhance operations and promote public trust and confidence in the justice system. During the year the Courts completed a pilot project to measure *integrity of court records* in an electronic records environment. The pilot defined a methodology and created standards for checking the accuracy and completeness of case records; these will be replicated for all case types. As the D.C. Courts implement and refine the courtwide performance measures, work continued on measuring the *strategic use of human resources* as *employee engagement*, a well-researched measure that more powerfully predicts high performing organizations, and the Superior Court leadership continued to track and refine *time to disposition*, *trial date certainty*, and *age of active pre-disposition caseload* measures.

Performance Data Reporting. The D.C. Courts procured new software that will capture performance data and transform it into public reports on how the Courts are performing as well as internal reports to guide management decisions. The new Business Intelligence software uses a data warehouse and will streamline production of *ad hoc* reports, provide more frequent data updates, generate what-if scenarios, and provide court managers with dashboards showing real-time information.

Strategic Management. A mid-course assessment of the implementation of the 2008-2012 Strategic Plan, *Delivering Justice*, not only noted accomplishments but also identified areas for additional focus in the remaining two years of the plan. To keep strategic management integrated in core business processes, new employees participate in classes on the strategic plan that give the big picture view of how their jobs enhance the administration of justice.

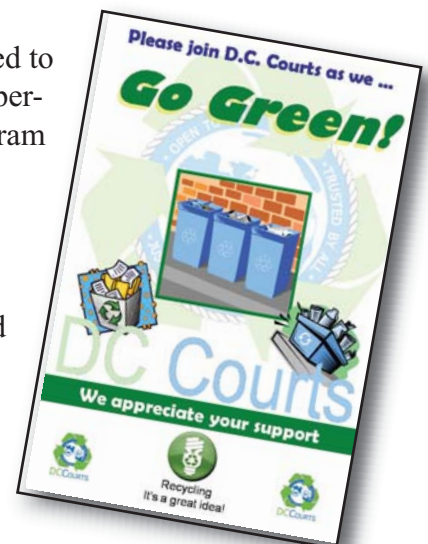
Procurement Management. The D.C. Courts took steps in 2010 to improve the procurement process to enhance efficient use and stewardship of financial resources. A new procurement system expedites the award of competitive contracts, provides more visibility in the procurement process, and provides court staff with real-time information on the procurement workflow. A new Contracts and Acquisition Training Institute educates acquisition professionals, contract users, and staff on the procurement process, from pre-award to post-award activities.

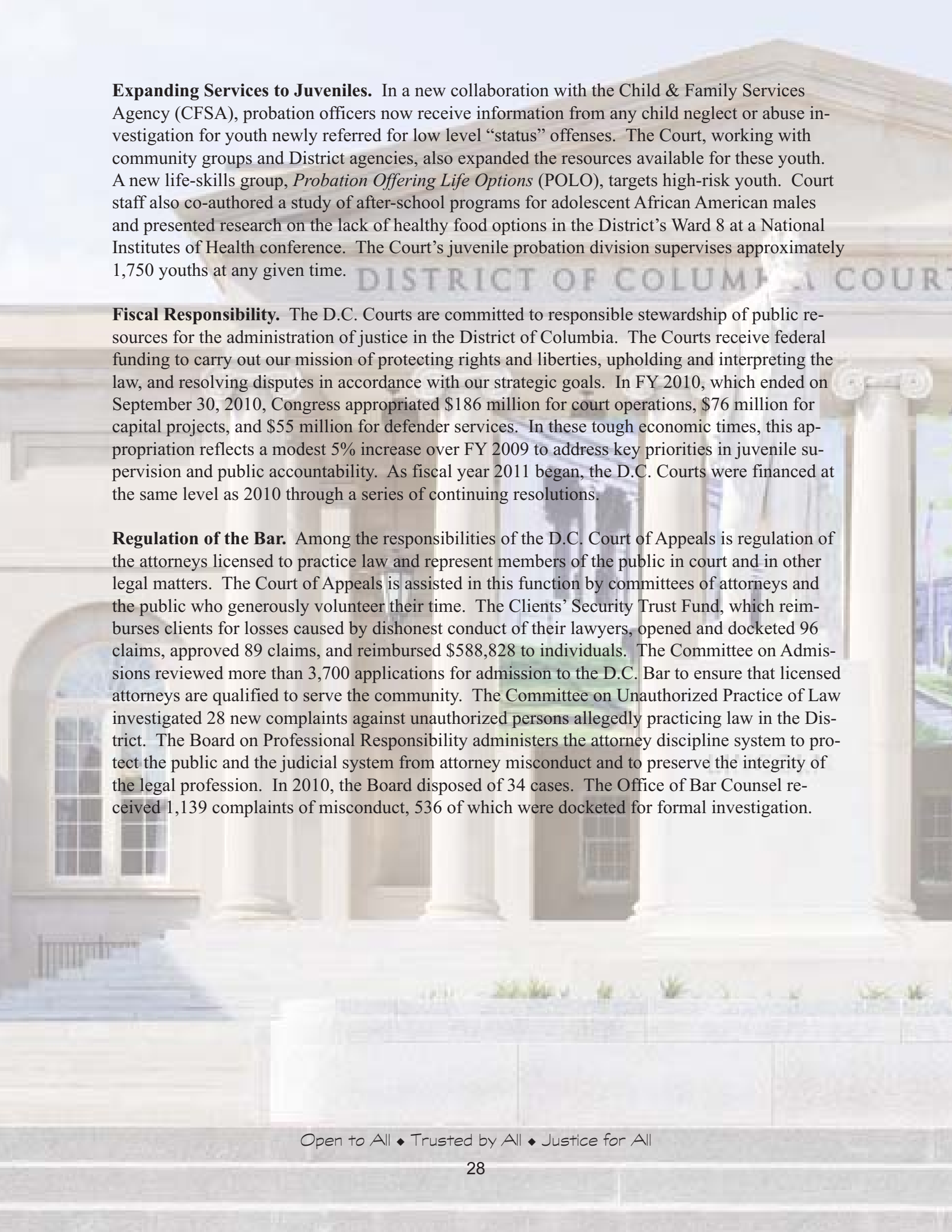
Enhancing Accountability. A new Chief Auditor position was created to provide internal financial as well as programmatic reviews of court operations to ensure that public resources are used appropriately and program goals are met, thereby enhancing accountability in the D.C. Courts.

D.C. Courts Go Green. The D.C. Courts recycling program, started with a pilot program last year, expanded throughout the Judiciary Square campus. Writing and copy paper, newspapers, magazines, and glass, plastic, or aluminum containers are recycled to reduce waste disposal, enhance environmental quality, and show environmental commitment. Toner cartridges are also recycled, resulting in cost-savings and further demonstrating our commitment to natural resource conservation efforts.

“By publishing our strategic goals and priorities, we let the public know what we are holding ourselves accountable for and, by extension, what they should hold the Courts accountable for.”

Chief Judge Washington





Expanding Services to Juveniles. In a new collaboration with the Child & Family Services Agency (CFSA), probation officers now receive information from any child neglect or abuse investigation for youth newly referred for low level “status” offenses. The Court, working with community groups and District agencies, also expanded the resources available for these youth. A new life-skills group, *Probation Offering Life Options* (POLO), targets high-risk youth. Court staff also co-authored a study of after-school programs for adolescent African American males and presented research on the lack of healthy food options in the District’s Ward 8 at a National Institutes of Health conference. The Court’s juvenile probation division supervises approximately 1,750 youths at any given time.

Fiscal Responsibility. The D.C. Courts are committed to responsible stewardship of public resources for the administration of justice in the District of Columbia. The Courts receive federal funding to carry out our mission of protecting rights and liberties, upholding and interpreting the law, and resolving disputes in accordance with our strategic goals. In FY 2010, which ended on September 30, 2010, Congress appropriated \$186 million for court operations, \$76 million for capital projects, and \$55 million for defender services. In these tough economic times, this appropriation reflects a modest 5% increase over FY 2009 to address key priorities in juvenile supervision and public accountability. As fiscal year 2011 began, the D.C. Courts were financed at the same level as 2010 through a series of continuing resolutions.

Regulation of the Bar. Among the responsibilities of the D.C. Court of Appeals is regulation of the attorneys licensed to practice law and represent members of the public in court and in other legal matters. The Court of Appeals is assisted in this function by committees of attorneys and the public who generously volunteer their time. The Clients’ Security Trust Fund, which reimburses clients for losses caused by dishonest conduct of their lawyers, opened and docketed 96 claims, approved 89 claims, and reimbursed \$588,828 to individuals. The Committee on Admissions reviewed more than 3,700 applications for admission to the D.C. Bar to ensure that licensed attorneys are qualified to serve the community. The Committee on Unauthorized Practice of Law investigated 28 new complaints against unauthorized persons allegedly practicing law in the District. The Board on Professional Responsibility administers the attorney discipline system to protect the public and the judicial system from attorney misconduct and to preserve the integrity of the legal profession. In 2010, the Board disposed of 34 cases. The Office of Bar Counsel received 1,139 complaints of misconduct, 536 of which were docketed for formal investigation.

CONCLUSION

The D.C. Courts are justifiably proud of the actions undertaken in 2010 to further the administration of justice for our community. Continuous self-assessment and measurement of progress, input from the community, and study of best practices in other courts lead us to the innovations, reforms, and ongoing practices described in these pages. The Courts are committed to public service and to ensuring that we meet the legal needs of each person who comes to the Courts, whether in person, on the phone, or electronically. We encourage you to visit our website, www.dccourts.gov, for detailed information on court operations, forms, statistics, and procedural guides.

The D.C. Courts look forward to continued efforts to fulfill our mission, guided by our strategic goals, and to live up to our vision: “Open to All ♦ Trusted by All ♦ Justice for All.”

GOVERNANCE OF THE DISTRICT OF COLUMBIA COURTS

The Joint Committee on Judicial Administration governs the District of Columbia Courts, as designated in the District of Columbia Court Reform and Criminal Procedure Act of 1970. The Joint Committee sets policy for the Courts and is responsible for administrative and financial activities, including capital projects to maintain safe and functional courthouse facilities; budget submissions; acquisition, spending and auditing; federal grant administration; general personnel policies; information management; statistical reporting and performance monitoring. Five judges serve on the Joint Committee: the Chief Judge of the Court of Appeals, as Chair; the Chief Judge of the Superior Court; and three other judicial members, one elected by judges of the Court of Appeals and two elected by judges of the Superior Court. The Executive Officer, who is responsible for the administrative management of the District of Columbia Courts, serves as Secretary to the Joint Committee.

ORGANIZATION OF THE DISTRICT OF COLUMBIA COURTS

The District of Columbia Courts comprise the Judicial Branch of the District of Columbia Government. The Court of Appeals, the appellate court of last resort; the Superior Court, the trial court; and the Court System, the administrative offices, make up the D.C. Courts. Uniquely for a state-level court, the District of Columbia Courts' Judges are nominated by the President of the United States and confirmed by the United States Senate. They serve 15-year terms and are eligible to be re-appointed. The D.C. Courts are a unified court system, which means that there is one level of trial court in which all cases are filed. Magistrate Judges are selected by a panel of Associate Judges and appointed by the Chief Judge of the Superior Court. The D.C. Courts are financed by the Federal Government. The Courts' budget is submitted to the U.S. Office of Management and Budget for the President's recommendation and then forwarded to the United States Congress for final consideration.

The **Court of Appeals** is the District of Columbia's highest court. There is no intermediate appellate court in the District, as in many states, so the Court of Appeals hears appeals directly from the Superior Court. The Court of Appeals also reviews decisions and orders of D.C. government administrative agencies. Final judgments of the Court of Appeals are reviewable by the United States Supreme Court. The Court of Appeals also manages the admission of attorneys to the District of Columbia Bar which, at over 80,000 members, is the second largest unified bar in the United States. The Court of Appeals also handles attorney disciplinary matters through the Board on Professional Responsibility.

In addition to the Chief Judge, eight Associate Judges serve on the Court of Appeals. Senior Judges, who are retired, also serve the Court on a part-time basis. Most cases are heard in three-judge panels, and on rare occasions the entire court sits to hear a case (called an *en banc* hearing).

The **Superior Court** is the trial court of general jurisdiction, which means that virtually all local legal matters are heard in this court. The Superior Court is comprised of divisions and offices that handle civil, criminal, domestic violence, family, probate, and tax cases; juvenile probation supervision; alternative dispute resolution services; and crime victim's compensation.

In addition to the Chief Judge, 61 Associate Judges serve on the Superior Court. Senior Judges serve on a part-time basis. Twenty-five Magistrate Judges also serve in Superior Court, hearing criminal arraignments and presentments, some family matters, D.C. misdemeanor and traffic cases, small claims, temporary protection order and other cases. The Associate Judges of the Superior Court rotate assignments in all divisions on a scheduled basis.

The **Court System** provides services to both the Court of Appeals and the Superior Court under the direction of the Executive Officer. The Court System consists of a variety of administrative divisions which provide technical and support services, including contracting and procurement, legal counsel, capital projects, facilities management, budget and finance, human resources, training, research, information technology, and court reporting.

ORGANIZATIONAL CHART OF THE DISTRICT OF COLUMBIA COURTS

