

Trial Court Administration

Benita Miller, Interim TCA

FY2025 Budget Requests



Roles and Responsibilities

Trial Court Administration is the administrative arm of the courts. The mission of the Trial Court Administrator is to support the fair and efficient administration of justice by providing effective management and support services to the trial courts. We are dedicated to upholding the rule of law, safeguarding the rights of all parties, and promoting access to justice for our community.

Through strategic planning, innovation, and collaboration with judicial stakeholders, we strive to ensure the integrity, transparency, and accessibility of our court system, thereby enhancing public trust and confidence in the judicial process.



TCA Divisions and Roles

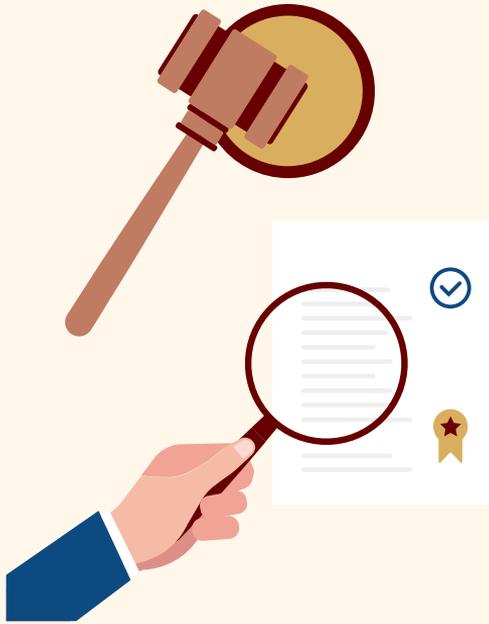
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|--------------------------------------|---|
| Court Assistance Office (CAO) | Assist the public and pro-se, or self represented, clients with forms and assistance for court procedures and filings. |
| Marshals | Provide general courthouse and judicial security functions, as well as staff training for courthouse security. |
| Jury | Responsible for maintaining juror records and calling appropriate numbers of jurors to create impartial panels for criminal and civil trials in magistrate and district court. |
| Treatment Courts | Supervise day-to-day operations of five Canyon County Treatment Courts, including drug testing. |
| Family Court Services (FCS) | Manages court-ordered requirements related to family-law cases including Focus on Children class ordered in all divorce cases with minor children. Also supervises guardianship and conservatorship cases throughout the judicial district. |
| Administrative | Judicial assistants and staff attorneys support each district judge, and TCA office staff provide additional personnel support and additional court management functions. |



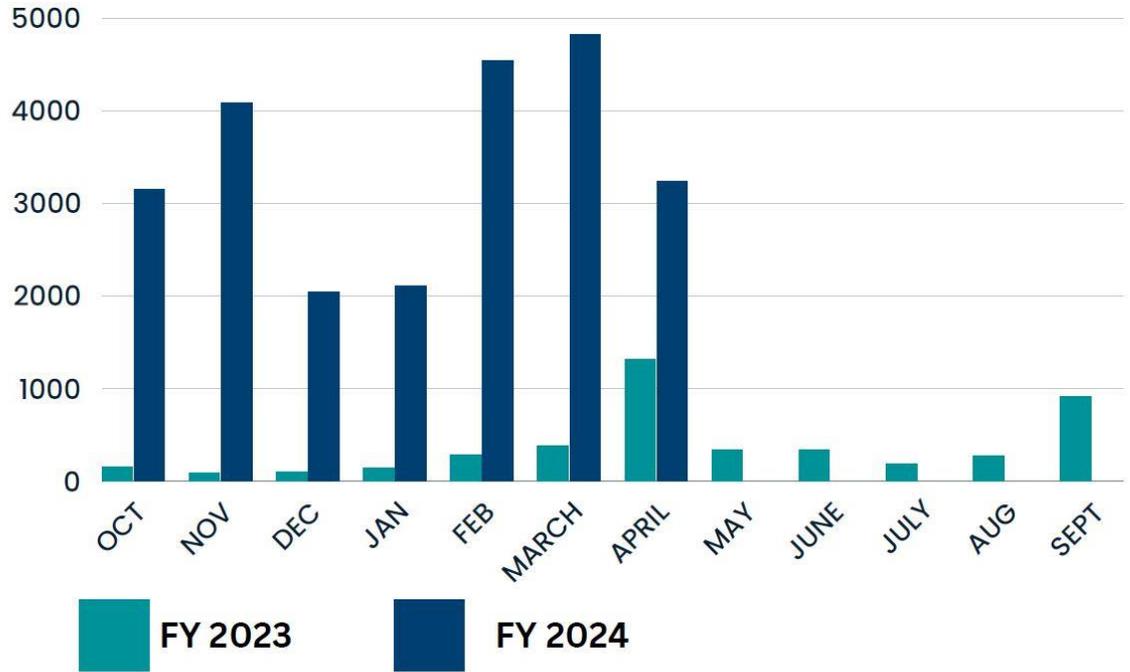
FY2024 Accomplishments and Highlights

- Celebrated National Adoption Day with 13 completed adoptions – first formalized event post-COVID
- Recognized jury appreciation weeks through giveaway for potential jurors who reported for service
- New District Judge McCarthy appointed to the bench
- All TCA Staff trained by Marshals in Run-Hide-Fight training for courthouse security
- 35 Graduates of Canyon County Treatment Courts expected by EOY
- Two collaborative trainings hosted for court clerks and judicial assistants
- New process for donating jury fee resulted in much higher than anticipated savings





DONATED JURY FEES



DONATED JURY FEES

PERIOD OCTOBER 2022 - SEPTEMBER 2023

IN FY 2022, THERE WERE 205 JURORS THAT OPTED TO DONATE THEIR FEES AND MILEAGE TOTALING \$4,564.28.



DONATED JURY FEES

PERIOD OCTOBER 2023 - APRIL 2024



AT LAST YEARS BUDGET MEETING, WE WERE PROJECTING A GOAL OF \$12,000 DONATED IN FY 2024.
AS OF APRIL 2024, WE HAVE HAD 1055 JURORS OPT TO DONATE JURY FEES AND MILEAGE TOTALING \$24,000.14.



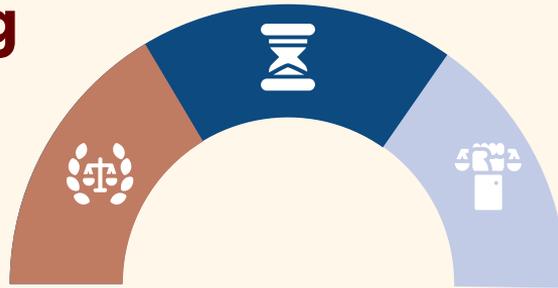
FY 2025 GOALS

Fiscal Responsibility and Transparency

Based on reliable data collection and monitoring of expenditures

Strategic Planning

Once a new TCA is selected, the department is likely to see a renewed focus long-term planning and direction



Collaboration

Continued focus on collaborating with justice partners and stakeholder agencies and department heads

FY2025 Request Priorities

01

Equity Pay Adjustments

02

New Positions

03

Promotion

04

Staff Training



FY 2022/2023/2024 JURY TRIALS

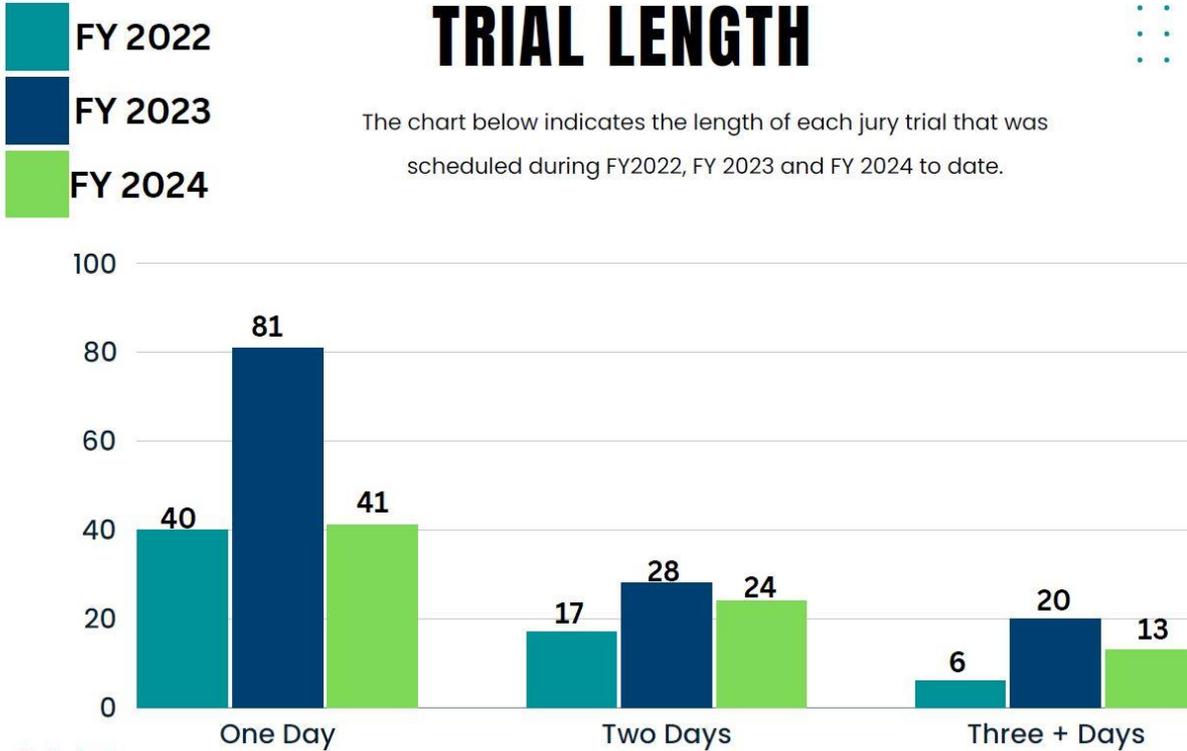
Below shows the amount of jury trials held between fiscal year 2022, 2023 and 2024 to date.

We still have four & a half months remaining in this fiscal year.

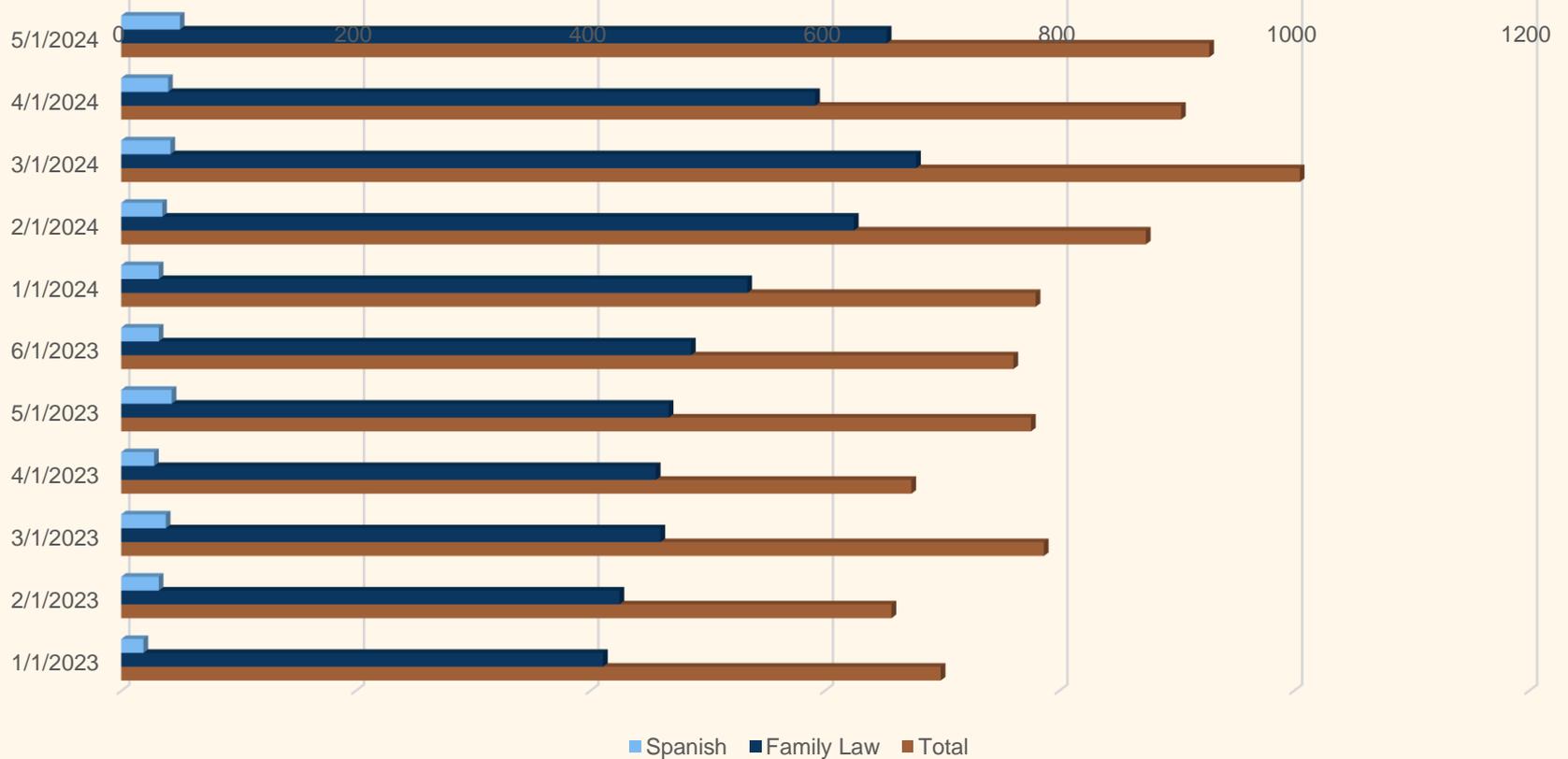


TRIAL LENGTH

The chart below indicates the length of each jury trial that was scheduled during FY2022, FY 2023 and FY 2024 to date.



Court Assistance Office Contacts



Marshal Activity 2022 through Mar 2024

