

# **LSC Redbook**

**Analysis of the Executive Budget Proposal**

**Judicial Conference of Ohio**

Garrett Crane, Budget Analyst  
Legislative Service Commission

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# READER'S GUIDE

The Legislative Service Commission prepares an analysis of the executive budget proposal for each agency. These analyses are commonly called "Redbooks." This brief introduction is intended to help readers navigate the Redbook for the Judicial Conference of Ohio (JCO), which includes the following three sections.

1. Overview: Provides a brief description of the Conference's existing functions and staffing, and an overview of the Conference's executive recommended budget for the FY 2016-FY 2017 biennium, and notes other important budgetary matters.
2. Analysis of Executive Proposal: Provides a detailed analysis of the Conference's executive recommended budget, including the funding and purposes for each appropriated line item, and the services and activities that are financed by those appropriated moneys.
3. Attachments: Includes the LSC's Catalog of Budget Line Items (COBLI), which describes each line item's purpose, revenue, and expenditures, and the LSC budget spreadsheet, which summarizes each line item's recent expenditure and appropriations history.

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### **ATTACHMENTS:**

- Catalog of Budget Line Items
- Budget Spreadsheet By Line Item

# Judicial Conference of Ohio

- 75% GRF-funded agency
- GRF budget to increase by 23% over biennium
- Money earmarked for State Council of Uniform State Laws

## OVERVIEW

The Judicial Conference of Ohio's primary charge is to continually study and recommend changes in the procedures and practices of Ohio's court system in an effort to promote a fair and effective administration of justice.<sup>1</sup> The Conference fulfills this statutory responsibility primarily through research projects, program activities, and published materials that allow information, experiences, and ideas to be shared with and among judges.

### Appropriations Overview

The Conference's FY 2015 estimated expenditures are compared with the executive recommendations for FY 2016 and FY 2017, by fund group, in Table 1 below.<sup>2</sup>

For FY 2016, the executive budget recommends appropriations totaling \$1,336,000, an increase of \$53,000, or 4.2%, from FY 2015 total estimated expenditures of \$1,282,200. The recommended FY 2017 appropriations total \$1,375,000, an increase of \$39,000, or 2.9%, from the FY 2016 recommendation.

Fund Group	FY 2015*	FY 2016	% change, FY 2015-FY 2016	FY 2017	% change, FY 2016-FY 2017
General Revenue	\$847,200	\$999,000	17.9%	\$1,038,000	3.9%
Dedicated Purpose	\$435,000	\$337,000	-22.5%	\$337,000	0.0%
<b>TOTAL</b>	<b>\$1,282,200</b>	<b>\$1,336,000</b>	<b>4.2%</b>	<b>\$1,375,000</b>	<b>2.9%</b>

\*FY 2015 figures represent estimated expenditures.

<sup>1</sup> It was created by the General Assembly in 1963 as a statutory entity within the judicial branch of state government. The Conference's primary duties and responsibilities are codified in R.C. 105.91.

<sup>2</sup> Pursuant to R.C. 107.03, the Governor is not permitted to make any alterations in the biennial budget requests submitted to the Office of Budget and Management by the judicial branch of the state. Thus, herein, as the Conference is an entity of the judicial branch of the state, the executive budget/recommendations reflect the appropriations as requested by the Conference.

Within those FY 2016 and FY 2017 totals in Table 1 above, there is also a shift in terms of the budget fund groups that finance the Conference's operation. In the next biennium, the Conference plans to use more GRF and less non-GRF money. For the current FY 2014-FY 2015 biennium, the Conference is expected to have a GRF/non-GRF split of 65.8%/34.2%. Based on the executive recommendation, that GRF/non-GRF split will be 75.1%/24.9%. The portion of the Conference's operating budget supported by the GRF will increase by 9.4%.

### **Organization Members**

The Conference consists of all 724 active judges in Ohio, including the following courts and six related associations:

- Justices of the Supreme Court of Ohio and judges of the courts of appeals, courts of common pleas, municipal courts, and county courts;
- The Ohio Courts of Appeals Judges Association, the Ohio Common Pleas Judges Association, the Ohio Association of Domestic Relations Judges, the Ohio Association of Juvenile Court Judges, the Ohio Association of Probate Judges, and the Association of Municipal/County Judges of Ohio.

### **Executive Committee**

The general charge and supervision of the administration of the Conference's affairs rests with judges who serve on the Executive Committee, which meets quarterly. The Executive Committee is comprised of approximately 50 members, including the officers of the Judicial Conference, the chairs of the Judicial Conference committees, the Chief Justice of the Supreme Court, the Chief Justice and Chief Justice-elect of the Court of Appeals of Ohio, the presiding officer and the presiding officer-elect of each member judicial association, the Administrative Director of the Supreme Court of Ohio, and the Executive Director of the Judicial Conference.<sup>3</sup>

### **Staff**

The Conference has a staff of ten full-time employees, divided into three units: Judicial Services, Legislative Services, and Administration. Conference staff provide administrative and research support for 22 standing and ad hoc committees that involve hundreds of judges who volunteer their time. While judges serving on committees receive no compensation for services rendered to the Conference, judges may receive reimbursement for reasonable and necessary expenses.

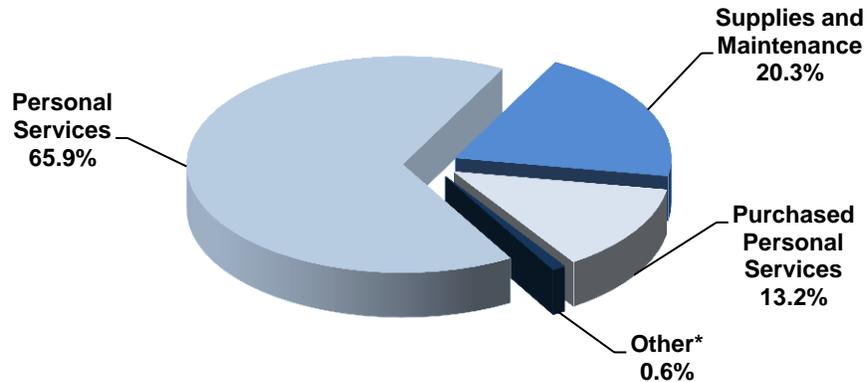
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<sup>3</sup> The officers of the Judicial Conference include a Chair, a Chair-elect, a First Vice-Chair, a Second Vice-Chair, and Immediate Past Chair.

## Expense Account Summary

Chart 1 immediately below shows the Conference's total recommended biennial appropriation (FY 2016 and FY 2017) by major object of expense. That appropriation will primarily be used for personal services (65.9%),<sup>4</sup> supplies and maintenance (20.3%), and purchased personal services (13.2%).

**Chart 1: Biennial Budget Recommendations  
by Object of Expense Category, FY 2016-FY 2017**



\*"Other" includes equipment (0.5%) and transfers and nonexpense (0.1%).

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<sup>4</sup> "Personal services" includes salaries, benefits, administrative charges, retirement, purchased time, and training.

## ANALYSIS OF EXECUTIVE PROPOSAL

### Operating Expenses

This section of the Redbook examines in more detail the money appropriated to pay for the Conference's annual operating expenses, including their intended purpose. The table below shows the two line items that are used to pay for the Conference's operating expenses, as well as the executive recommended funding levels. It is then followed by a narrative describing how each appropriated amount will be used.

Executive Recommended Amounts for the Judicial Conference				
Fund	ALI and Name		FY 2016	FY 2017
<b>General Revenue Fund</b>				
GRF	018321	Operating Expenses	\$999,000	\$1,038,000
<b>Dedicated Purpose Fund Group</b>				
4030	018601	Ohio Jury Instructions	\$337,000	\$337,000
<b>Total Funding: Judicial Conference Operations</b>			<b>\$1,336,000</b>	<b>\$1,375,000</b>

#### Operating Expenses (GRF line item 018321)

This line item 018321, Operating Expenses, is the Conference's primary source of funding. The day-to-day operations are largely paid out of this line item. For the line item in FY 2016, the executive budget recommends an appropriation of \$999,000, an increase of \$151,800, or 17.9%, from FY 2015 total estimated expenditures of \$847,200. The recommended FY 2017 appropriation is \$1,038,000, an increase of \$39,000, or 3.9%, from the FY 2016 recommendation.

Based on the Conference's budget request, these annual increases serve three purposes: (1) to allow daily expenses, in particular payroll, that are currently being charged to the non-GRF Ohio Jury Instructions Fund (Fund 4030) to be paid from the GRF, (2) to account for salary and benefit adjustments in the judicial branch, and (3) to support the earmark of money for the State Council of Uniform State Laws.

Approximately 88% of this line item's appropriation in each year is likely to be allocated the payroll-related costs of retaining ten full-time employees. The remainder will be allocated for purchased personal services (9%), and supplies and maintenance and equipment (3%).

### State Council of Uniform State Laws<sup>5</sup>

A temporary law provision requires up to \$88,300 in FY 2016 and up to \$91,832 in FY 2017 of the line item's appropriation be used to pay the expenses of the State Council of Uniform State Laws, including membership dues to the National Conference of Commissioners on Uniform State Laws (NCCUSL).<sup>6</sup>

### Ohio Jury Instructions (DPF line item 018601)

This line item draws its appropriation from the Ohio Jury Instructions Fund (Fund 4030), which largely consists of: (1) annual membership dues, meeting, seminar, and conference fees, and (2) royalties from the Conference's publication known as *Ohio Jury Instructions*. The Conference generally uses the line item to support activities and services not directly related to its ongoing day-to-day business. This includes costs associated with meetings, conferences, seminars, printing, publishing, website maintenance and development, information technology, and other nonpersonnel activities.

For FY 2016 and FY 2017, the executive budget recommends a line item appropriation of \$337,000, an amount that is \$98,000, or 22.5%, less than FY 2015 estimated expenditures of \$435,000. Around 70% of that amount will be allocated in each fiscal year for maintenance and supplies, and secondarily purchased personal services. The decrease in the line item's funding from FY 2015 estimated expenditures reflects the Conference's plan to move payroll-related costs that are currently being charged against the line item over to its GRF line item 018321, Operating Expenses.

### Fund 4030

In recent years, the annual amount deposited in Fund 4030 has averaged just over \$410,000. The fund's revenues largely can be characterized as follows:

- Royalties from the publication and sale of *Ohio Jury Instructions* (expected to generate approximately \$145,000 per year over the next biennium).
- Annual dues, of approximately \$108,000 annually from all active members (increased to \$150 from \$100 in 2013).
- Annual meeting registration fee typically around \$350 (attended by approximately 350 judges, generates around \$120,000).

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<sup>5</sup> The duty of the State Council, a four-person Ohio council of commissioners appointed by the Governor, is to study the prevailing law in the U.S. and other countries on subjects where uniformity is important.

<sup>6</sup> The Conference, a Chicago-based nonprofit unincorporated association largely comprised of state commissions of uniform laws, studies and reviews the law of the states to determine which areas of law should be uniform.

## General Revenue Fund

### GRF 018321 Operating Expenses

FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate	FY 2016 Introduced	FY 2017 Introduced
\$799,939	\$800,354	\$824,415	\$847,200	<b>\$999,000</b>	<b>\$1,038,000</b>
	0.1%	3.0%	2.8%	<b>17.9%</b>	<b>3.9%</b>

**Source:** General Revenue Fund

**Legal Basis:** Section 305.10 of Am. Sub. H.B. 59 of the 130th G.A. (originally established by Am. Sub. H.B. 204 of the 113th G.A.)

**Purpose:** This line item is used to fund the Judicial Conference of Ohio's operating expenses. Of the line item's appropriation, up to \$84,900 in FY 2014 and up to \$88,300 in FY 2015 is earmarked to pay the expenses of the State Council of Uniform State Laws, including membership dues to the National Conference of Commissioners on Uniform State Laws. The executive budget continues this earmark by requiring up to \$88,300 in FY 2016 and up to \$91,832 in FY 2017 be used for the same purpose.

## Dedicated Purpose Fund Group

### 4030 018601 Ohio Jury Instructions

FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Estimate	FY 2016 Introduced	FY 2017 Introduced
\$384,660	\$385,000	\$434,472	\$435,000	<b>\$337,000</b>	<b>\$337,000</b>
	0.1%	12.8%	0.1%	<b>-22.5%</b>	<b>0.0%</b>

**Source:** Dedicated Purpose Fund Group: Dues (\$150 collected annually from active members who hold a judicial office), conference fees, royalties, grants, and other gifts

**Legal Basis:** Section 305.10 of Am. Sub. H.B. 59 of the 130th G.A. (originally established by Controlling Board in FY 1965)

**Purpose:** The Conference generally uses the line item to support activities and services not directly related to its ongoing day-to-day business. This includes costs associated with meetings, conferences, seminars, printing, publishing, web site maintenance and development, information technology, and other non-personnel activities.

# FY 2016 - FY 2017 Introduced Appropriation Amounts

# All Fund Groups

## Line Item Detail by Agency

			Estimate	Introduced	FY 2015 to FY 2016	Introduced	FY 2016 to FY 2017	
			FY 2014	FY 2015	FY 2016	% Change	FY 2017	% Change
<b>Report For Main Operating Appropriations Bill</b>			<b>Version: As Introduced</b>					
<b>JCO Judicial Conference of Ohio</b>								
GRF	018321	Operating Expenses	\$ 824,415	\$ 847,200	\$ 999,000	17.92%	\$ 1,038,000	3.90%
<b>General Revenue Fund Total</b>			<b>\$ 824,415</b>	<b>\$ 847,200</b>	<b>\$ 999,000</b>	<b>17.92%</b>	<b>\$ 1,038,000</b>	<b>3.90%</b>
4030	018601	Ohio Jury Instructions	\$ 434,472	\$ 435,000	\$ 337,000	-22.53%	\$ 337,000	0.00%
<b>Dedicated Purpose Fund Group Total</b>			<b>\$ 434,472</b>	<b>\$ 435,000</b>	<b>\$ 337,000</b>	<b>-22.53%</b>	<b>\$ 337,000</b>	<b>0.00%</b>
<b>Judicial Conference of Ohio Total</b>			<b>\$ 1,258,887</b>	<b>\$ 1,282,200</b>	<b>\$ 1,336,000</b>	<b>4.20%</b>	<b>\$ 1,375,000</b>	<b>2.92%</b>