

Justice Administrative Commission

Long-Range Program Plan

Fiscal Year 2004-2005 through 2008-2009



September 15, 2003
Submission

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Long-Range Program Plan

Budget Entity: Justice Administrative Commission

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MISSION STATEMENT

Justice Administrative Commission

Judicial Administrative Services

Goals, Objectives, Outcomes and Projection Tables In Agency Priority Order

JUSTICE ADMINISTRATIVE COMMISSION

SERVICE: Executive Direction and Support Services

PRIORITY # 1

Goal: Provide quality administrative services.

Objective #1: To have zero material and/or substantial audit findings.

Outcome: Number of material and/or substantial audit findings..

Baseline/ Year 2000-01	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09
0	0	0	0	0	0

Objective #2: Increase the level of staff expertise.

Outcome: Number of training courses completed/attended by staff.

Baseline/ Year 2000-01	FY 2004-05	FY 2005-06	FY 2006-07	FY 2007-08	FY 2008-09
21	55	58	61	61	64

Trends and Conditions Statement

Pursuant to Chapter 43.16 Florida Statutes, Justice Administrative Commission (JAC) duties shall include, but not be limited to, the following: maintenance of a central state office for administrative services and assistance when possible to and on behalf of the state attorneys and public defenders of Florida, the office of capital collateral representative of Florida, and on January 2004 the Guardian Ad Litem Program.

The JAC priorities were determined after consulting with our clients (State Attorneys, Public Defenders, and CCRC's), and related Legislative actions. Over the next five years, the JAC will continue to review its priorities with our stakeholders and make modifications as necessary.

There are no revised or proposed new programs and/or services for JAC.

Through proper training, the JAC strives to maintain employees who are highly-skilled, motivated, quality-minded, productive, professional, in order to better serve our customers. In addition, we hope to keep error rates at a minimum as reported by the Auditor General.

The JAC anticipates no potential policy changes affecting the agency budget request or Governor's Recommended Budget, or any changes which would require legislative action, including the elimination of programs, services and/or activities. As of July 2003, the JAC provides staff support to the Article V Indigent Services Advisory Board; however, the impact on JAC is unknown at this time. As of January 2004, the JAC will provide administrative support to the Executive Director of the Guardian Ad Litem Program which has 333 employees. As of July 2004, the JAC will assume nearly a 50% increase in workload due to Article V.