

Equal Justice Under Law

August 2012

Judicial Branch News

A portrait of Raymond L. Billotte, a middle-aged man with short brown hair, wearing a grey suit jacket, a white shirt, and a red tie with gold and blue stripes. He is smiling slightly and looking towards the camera. In the background, there is a framed picture of a classical building with arches.

**Meet the New Court
Administrator**

Raymond L. Billotte

Judicial Branch of Arizona in Maricopa County

Superior Court Hires Nationally Renowned Administrator

Presiding Judge Norman Davis has named nationally renowned court executive Raymond L. Billotte as Superior Court's next court administrator. He will fill the role vacated by former Court Administrator Marcus Reinkensmeyer who retired in May.

Mr. Billotte, who assumes his new position on September 17th, has 29 years of judicial experience in the Pennsylvania court system, most recently as the District Court Administrator for the Fifth Judicial District in Pittsburgh, Pennsylvania.

"I am greatly impressed with Ray's experience, competence and vision for court improvement and administration, and I am equally impressed by his personable and caring personality," Judge Davis said.

As District Court Administrator for the Fifth Judicial District in Pittsburgh, Mr. Billotte was responsible for the overall administration and management of the General and Limited Jurisdiction Courts, comprised of 94 judicial officers and more than 1,200 court employees.

"Though I am saddened to leave my friends and colleagues in Pittsburgh, the outstanding reputation of the court in Maricopa County, the ability to work with highly skilled, innovative judges and employees, and the court's commitment to advancing the administration of justice attracted my interest and respect," Mr. Billotte said. "I am honored to be joining a court with such impressive achievements and see this as a challenging opportunity to further the performance excellence of the Judicial Branch of Arizona in Maricopa County."

Mr. Billotte earned a Masters Degree of Public Management from Carnegie-Mellon University's School of Public Policy and Management, and he received his Bachelor of Arts in Sociology from Lock Haven University in Lock Haven, PA. He is also a Graduate Fellow of the Institute for Court Management's Court Executive Development Program.

"I am excited by the opportunity to be part of a highly accomplished court and continue to enhance its national reputation as a leader in providing fair and equal justice, innovative solutions, and services to the community," Mr. Billotte said. "I am committed to the principals of trust, integrity, cooperation and innovation that reinforce a collaborative working spirit with all members of the organization, our justice system partners, and the executive and legislative branches of government."

Since 2010, Mr. Billotte has served as a Board of Director for the National Association for Court Management. NACM is the largest organization of court management professionals in the world with members from all levels and types of courts.

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Ray Billotte
Court Administrator

Judge Announces His Retirement



John A. Buttrick

Judge John A. Buttrick sent his formal retirement letter to the governor effective August 31, 2012.

"We have all known for some time that John will be going to the Federal Court in the near future, but to have a final date for him to be with us makes the reality of missing John more imminent," Presiding Judge Norman Davis said. "Since 2001, Judge Buttrick has been our mentor and sage. It seems that there has been no issue or dilemma too complex for John to solve with his great intellect and common sense."

During his time with Superior Court, he has served in the Civil, Criminal and Family Court Departments of the Court, and for the last 5 years has made enormous contributions in his work with the complex civil court.

"I have gained much from John's wisdom on the Judicial Executive Council over the years, and we will miss his calm and decisive manner in solving problems, as well as his affable nature and robust sense of humor," Judge Davis said.

Adult Probation 2011 Award Winners!

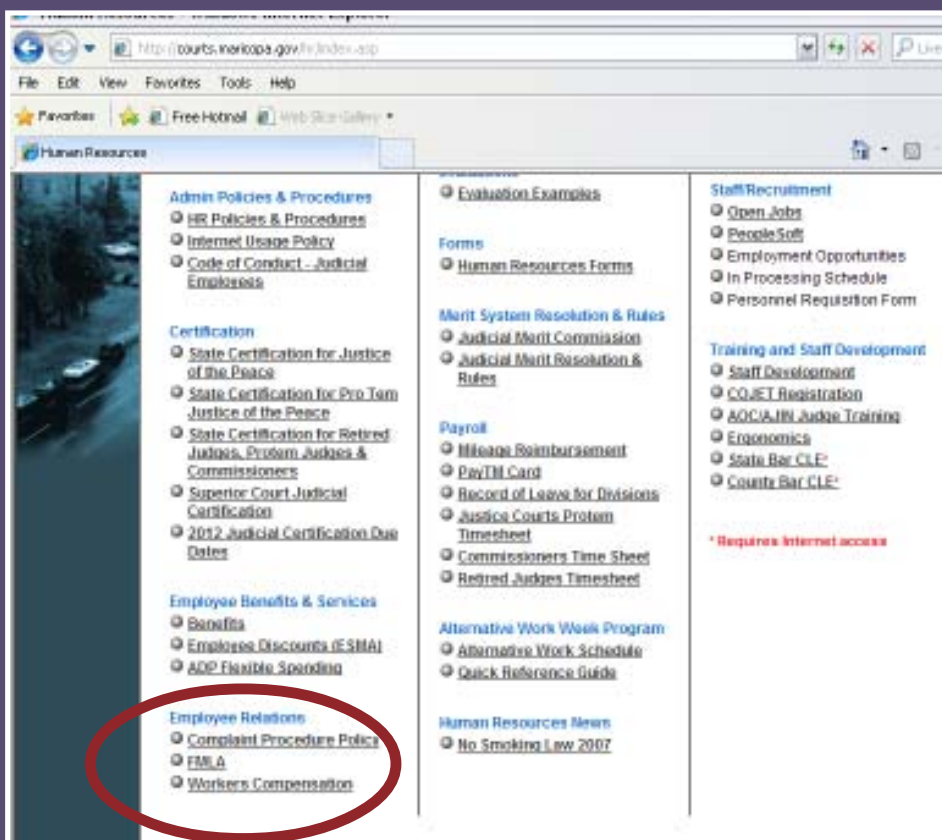
Supervisor of the Year: Holly Burdine
 Probation Officer of the Year: Khameelah Shabazz
 Surveillance Officer of the Year: Michael Parham
 Employee of the Year: Christina Burruel



From left to right: Christina Burruel, Khameelah Shabazz, Chief Barbara Broderick, Michael Parham and Holly Burdine

New H.R. Forms Available Online

Human Resources has updated their Intranet site to include new information on FMLA and work related injuries, including applicable forms.



Family Engagement Summit 2012

Families and community members of the South Mountain Community are invited to attend the inaugural Family Engagement Summit scheduled Saturday 8 a.m. – 12:30 p.m. on September 8, 2012 at Greenfield School located at 7009 S. 10th Street, Phoenix, 85042.

The Summit is free and open to the public and topics will include:

- Parent & Family Leadership
- Connecting Communities & the Courts
- Helping youth achieve success

Community members and parents will have the opportunity to visit with agencies that include: Behavioral Health, Healthcare, Social Services, and many others. Participants will increase their knowledge on how to navigate school, court and healthcare systems and how to advocate for their children's success.

Sponsor agencies include: Maricopa County Crimes Prevention Services, Maricopa County Juvenile Court, Roosevelt School District, Magellan Behavioral Health, and the City of Phoenix.

For additional information regarding the Family Engagement Summit, please contact:

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Submitted by Robin Hoskins

Judicial Branch Payroll Tools

Three new time reporting tools are available to the Judicial Branch. They are called Timestamp, E-Phone, and Time Clock. Timestamp allows FLSA non-exempt (hourly) employees to clock in/out by simply clicking on a link on the ADP Payroll website. The E-Phone option records clock in/out by dialing a toll free number to ADP. The Time Clock is mounted on the wall in key locations in court facilities and captures clock in/out via the employee's PIN number and fingerprint scan.

Last week, Judicial Branch H.R. collaborated with Maricopa County to deliver roll out ADP Update/ Training for the Judicial Branch. The training is mandatory for all Judicial Branch FLSA non-exempt (hourly) employees and their supervisors and is available to view in the Online Training Library.

The training is designed to provide employees with a better understanding of new tools that are available for real-time timekeeping and to instruct and train employees/supervisors on the proper use of available pay codes. Additionally, the training provides supervisors with the information needed for making timecard corrections, as they will be playing a more active role in correcting and approving their employees' timecards. The feature which allows supervisors to make changes to timecards is currently available; however, H.R. is limiting timecard changes to timekeepers and Payroll Specialists only until training has been completed for all supervisors.

It is expected that all County agencies will be using a real-time timekeeping by the end of this calendar year. The H.R. team will be working closely with County Human Resources, OMB and the Judicial Executive Teams to ensure the implementation of real-time timekeeping is efficient and as seamless as possible. This includes meeting with each department to determine the best time keeping method to meet their business needs.

As the roll out continues, you will receive notifications and updates by email and the *Newsletter*. If you have any questions, please call Tracy Randall at (602) 506-6465 or Connie Scott at (602) 506-5749.



Mary Ruffing, judicial assistant to Judge Janice Crawford, tries to attend every investiture ceremony.



Clerk of the Court Michael Jeanes congratulates Marian Catt for her 27 years of service with the Clerk's office.



Arizona Supreme Court Vice Chief Justice Scott Bales delivers the oath of office to Judge Bradley Astrowsky at his investiture ceremony in Phoenix.



Arizona Supreme Court Vice Chief Justice Scott Bales delivers the oath of office to Judge Pamela Svoboda at her investiture ceremony in Phoenix.

Employee Anniversaries

5 Years

Robyn Brown, Judicial Assistant
Brenda Brown, Court Reporter
Hilda Lopez, Court Reporter
Maite Lopez, Court Interpreter
Mayela Trahin, Court Interpreter
Laura Bayer, Judicial Assistant
Adeline Garcia, Bailiff
Faviola Espinoza, Bailiff
Kathy Hill, Judicial Assistant
Ronald Kramer, Accountant
Elizabeth Toyos, Office Assistant Specialized
Anthony Chacon, PE Education Coordinator
Margaret McCalister, Registered Nurse
Emily Tittle, Adult Probation Officer
Teresa Denman, Adult Probation Officer
Nichole Flowers, Juvenile Detention Officer Supervisor
Alvin Moore, Juvenile Detention Officer

10 Years

Stacy Gustavson, Adult Probation Officer
Shawn Sperling, Juvenile Detention Officer
Justin Isley, Case Administrator
Grace Gohel, Adult Probation Officer

15 Years

Kristina Swirsky, Juvenile Probation Officer
Howard Holmes, Judicial Clerk Associate
Lori Burkhardt, Justice System Clerk Supervisor
Alma Cano, Justice System Clerk

20 Years

Robert James, Justice System Administrator
Johnnie McGill, Judicial Clerk Supervisor
Mark Wertsching, Juvenile Probation Officer Supervisor
Donald Warrington, Adult Probation Officer Supervisor
William Young, Adult Probation Officer

25 Years

Danna Quinn, Justice System Administrator
Marisela Cordova, Case Administrator

30 Years

Lydia Estrada-Gray, Court Reporter

33 Years

Scott Loos, Court Interpreter Team Leader

Superior Court 2012 NACo Achievement Awards

Superior Court was well represented at the 2012 NACo Achievement Awards Ceremony held at the Board of Supervisors Auditorium in Phoenix. This year's winners included programs from Adult Probation, CASA and Juvenile Court.



The Legacy Project: A Collaborative Approach to Reducing Recidivism



In-House Restoration Education Program



Project SAFE: Improving Outcomes of Transferred Juveniles on Adult Probation



Field Probation Officer Performance Evaluation



CASA Website and Peer Coordinator Program