

480.15 POWERS AND DUTIES.

Subdivision 1. **Powers and duties.** The court administrator shall, under the supervision and direction of the chief justice, have the powers and duties prescribed by this section.

Subd. 2. **Examination of methods and systems.** The court administrator shall examine the administrative methods and systems employed in the offices of the judges, court administrators, reporters, and employees of the courts and make recommendations, through the chief justice for the improvement of the same.

Subd. 3. **Examination of dockets.** The court administrator shall examine the state of dockets of the courts and determine the need for assistance by any court.

Subd. 4. **Judge assignment recommendations.** The court administrator shall make recommendations to the chief justice relating to the assignment of judges where courts are in need of assistance and carry out the direction of the chief justice as to the assignments of judges to counties and districts where the courts are in need of assistance.

Subd. 5. **Collection of statistical data.** The court administrator shall collect and compile statistical and other data and make reports of the business transacted by the courts and transmit the same to the chief justice and to the respective houses of the legislature to the end that proper action may be taken in respect thereto.

Subd. 6. **Budget estimates.** The court administrator shall prepare and submit budget estimates of state appropriations necessary for the maintenance and operation of the judicial system and make recommendations in respect thereto.

Subd. 7. **Expenditure reports.** The court administrator shall collect statistical and other data and make reports relating to the expenditure of public money, state and local, for the maintenance and operation of the judicial system and the offices connected therewith.

Subd. 8. **Delay of action reports.** The court administrator shall obtain reports from court administrators in accordance with law or rules adopted by the Supreme Court of this state on cases and other judicial business in which action has been delayed beyond periods of time specified by law or rules of court and make report thereof to the Supreme Court of this state and to the respective houses of the legislature.

Subd. 9. **Judicial system improvement recommendations.** The court administrator shall formulate and submit to the respective houses of the legislature recommendations of policies for the improvement of the judicial system.

Subd. 10. **Annual report.** The court administrator shall submit annually, as of February 1, to the chief justice and the judicial council, a report of the activities of the Court Administrator's Office for the preceding calendar year.

Subd. 10a. **Uniform personnel standards.** The court administrator shall prepare uniform standards and procedures for the recruitment, evaluation, promotion, in-service training and discipline of all personnel in the court system other than judges, referees, judicial officers, court reporters and court services officers. The court administrator shall file a report on the uniform standards and procedures with the legislature by June 30, 1978.

Subd. 10b. **Uniform requirements; budget and information systems.** The court administrator shall promulgate and administer uniform requirements for court budget and information systems, the compilation of statistical information, and the collection, storage and use of court records.

Subd. 11. **Duties delegated by Supreme Court.** The court administrator shall attend to such other matters consistent with the powers delegated herein as may be assigned by the Supreme Court of this state.

Subd. 12. **Review of plans.** The court administrator shall review plans submitted by a judicial district for office equipment under section 484.68, subdivision 3, clause (5), and shall determine eligibility for state funding or reimbursement for the equipment.

History: 1963 c 758 s 3; 1971 c 81 s 2; 1977 c 432 s 6; 1Sp1986 c 3 art 1 s 82; 1987 c 404 s 178; 1993 c 13 art 1 s 45