PERFORMANCE MEASURES

KEY RESULTS AND MEASURES

ANNUAL REPORT

September, 2020

MINNESOTA
JUDICIAL
BRANCH

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EXECUTIVE SUMMARY

It is the policy of the Minnesota Judicial Branch to establish core performance goals and to monitor key results that measure progress toward meeting these goals in order to ensure accountability of the branch, improve overall operations of the court, and enhance the public's trust and confidence in the judiciary. The six core judicial branch goals are:

Access to Justice

Timeliness

Integrity and Accountability

Excellence

Fairness and Equity

Quality Court Workplace Environment

This is the 12th annual report that contains results for the Core Judicial Branch Goals - Key Results and Measures. This report contains current data along with trends, as available.

The contents of this report are organized into four sections –

1. Executive Summary;
2. Using Performance Measures for Administration;
3. Review of Key Results and Measures; and
4. Data Details (Appendix).

The executive summary first acknowledges the impact of the Coronavirus disease 2019 (COVID-19) on the courts in fiscal year 2020 (FY2020). This is followed by a review of results that are positive and possible areas of concern. A brief summary of how performance measures are being used by court administration follows the executive summary. The results in this report present a barometer of the work of the Branch – an overall picture of how the courts are doing at this point in time and over the last several years.

Definitions of terms and more details of the data are included in the appendix, which begins on page 45.

COVID-19 AND FY2020 PERFORMANCE MEASURE RESULTS

The COVID-19 pandemic had a dramatic impact on the Minnesota Judicial Branch and statewide court operations in FY2020.

In early March, Chief Justice Gildea, in consultation with the Minnesota Judicial Council, issued a series of orders that suspended most in-person court proceedings, limited public access to court facilities, and restricted courthouse service windows to only telephone and email support.

In the months that followed, the Judicial Branch undertook numerous efforts to maintain access to justice for the people of Minnesota during the pandemic. This included:

- Conducting most district and appellate court hearings through remote (online) hearing technology;
- Implementing a COVID-19 Preparedness Plan in all courthouse locations before slowly resuming in-person court services and a limited number of in-person court proceedings; and
- Testing new health and safety guidelines for in-person jury trials.

These unprecedented efforts have allowed the Judicial Branch to maintain essential court operations through the COVID-19 pandemic. However, restrictions on courthouse access and other steps taken to protect the health and safety of courthouse visitors created significant challenges to the Judicial Branch's timeliness goals. Several FY2020 Key Results and Measures were negatively impacted by the pandemic, as will be evident throughout the 12th annual report.

POSITIVE PERFORMANCE MEASURE RESULTS BY GOAL

Access to Justice

The measure for this goal is the Access and Fairness Survey.

- Over 6,000 Access & Fairness Surveys were collected across all courthouses between December, 2018 and March, 2019.
- Nine out of ten respondents agreed or strongly agreed to four of the ten statements in the Access portion of the survey.
- Over 2,000 court users were also surveyed if they used the public website, paid a citation online, or used the phone to access the Court Payment Center (CPC).

Access & Fairness Survey – Access Statements	% Strongly Agree/ Agree	N
Finding the courthouse was easy.	91%	5,859
I was treated with courtesy and respect.	89%	5,855
I felt safe in the courthouse.	89%	5,861
It was easy to find the courtroom or office I needed.	88%	5,823

- Eight out of ten respondents to the CPC online survey agreed or strongly agreed with the statement "The hours that the Minnesota Court web payment site was available made it easy for me to do my business."

Timeliness

This goal area has several measures to determine if courts are handling cases in a timely manner – Clearance Rates, Time to Disposition, Age of Pending Cases, Length of Time to Permanency, Time to Adoption, and Court of Appeals and Supreme Court cases within Time Standards.

- The Clearance Rate in Family cases improved to 101% in FY20 compared to 99% in fiscal year FY19. (100% means as many cases were disposed in a year as were newly filed.)
- Across all Court of Appeals case categories, 74% of cases disposed in FY20 met the 290 day objective (goal is 75%) and 94% of cases disposed met the 365 day objective (goal is 90%).

Case Group	99th Percentile Objective (Months)	FY20 % Cases Disposed at 99th Percentile
Major Civil	24	99.0%
Dissolutions	24	99.5%
Domestic Abuse	4	99.2%

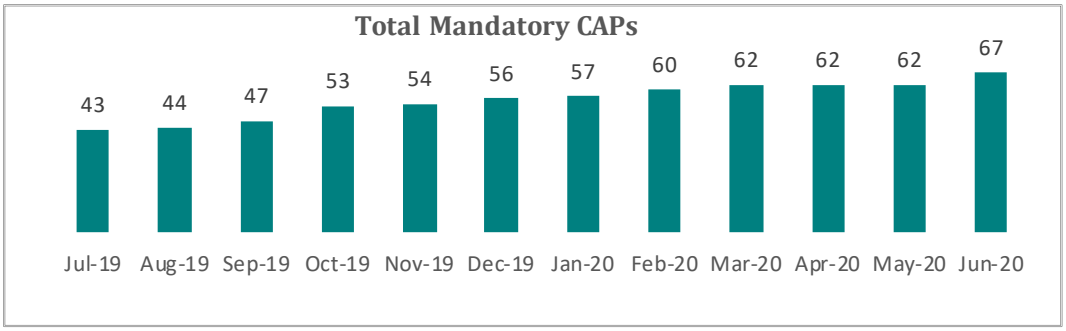
- Statewide Time to Disposition results in FY20 met the timing objectives in Major Civil cases, and performed above the timing objectives in Dissolutions (with and without child) and Domestic Abuse cases.

- Five districts achieved having 90% or more of children reach permanency by 18 months (goal = 99%). Five districts had 60% or more of children reach adoption in FY20 within 24 months of removal from the home (goal = 60%). (See pages 25-26 for details.)

Integrity and Accountability

The goal in this area is to ensure that the electronic record system is accurate, complete and timely.

- The Judicial Branch created a unit within State Court Administration – the CAPs Unit (Statewide Court Administration Processes) – that is responsible for statewide document security, CAP creation, and CAP compliance. Statewide monitoring, consistency of practices, and mandatory compliance ensure that customers have a consistent experience across the courts and that the information and data received is accurate and complete.

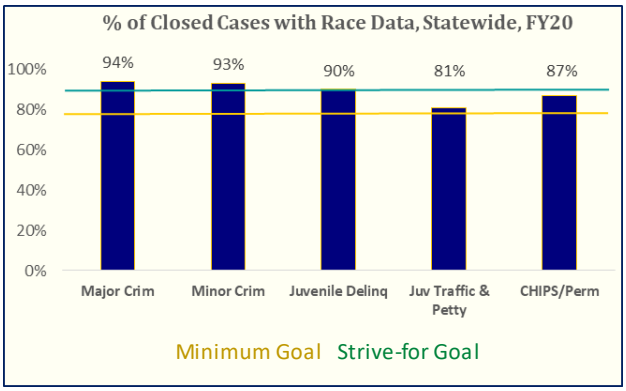


Fairness and Equity

Measures for this goal area include juror representativeness, statements from the Access and Fairness survey, and a newly added area for race data collection rates.

- Almost all of the over 34,439 jurors who reported for service in FY20, returned the questionnaire, and completed race information were similar racially, ethnically and by gender compared to the population of the communities in Minnesota.

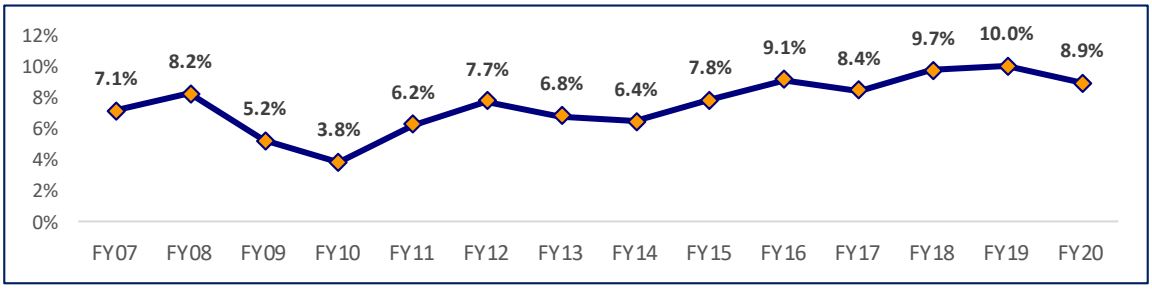
- Race data collection rates were 81% or greater for cases closed during FY2020. Major and Minor Criminal cases had the highest collection rates of 94% and 93%, respectively.



Quality Court Workplace Environment

The measures for this goal area are Separation Rates and results of the Quality Court Workplace survey.

- There have been fairly steady increases in the separation rate over the past decade. However, the separation rate in FY2020 (8.9%) was the lowest it has been in three fiscal years.



Separation Type	FY19	FY20	% Change FY19 to FY20
Retirement	3.8%	3.0%	-21.1%
Resignation	5.3%	4.7%	-11.3%
Dismissal	0.9%	1.2%	33.3%
Layoff	0%	0%	0%
Total	**10.0%**	**8.9%**	**-1.1%**

- Decreases to the Separation Rate from FY19 to FY20, in the Retirement and Resignation categories, contributed to the lower overall Separation Rate in FY20.

POSSIBLE AREAS OF CONCERN

The measures in this section show possible areas of concern, but do not necessarily reflect poor performance.

Access to Justice

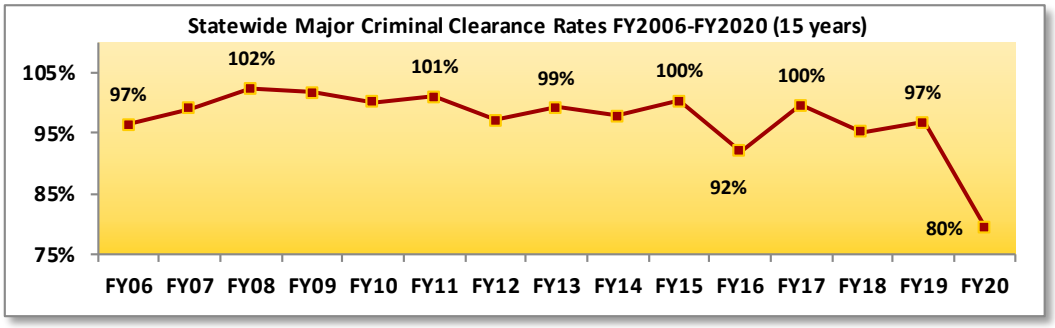
- Responses to the 2019 courthouse survey suggest that wait times are a significant issue. Agreement levels were lowest all three times the Access & Fairness Survey was conducted for: "I was able to get my court business done in a reasonable amount of time". In the most recent survey, the number one suggestion for improving court experience was "Less of a wait at the courthouse." (47% selected this option.)

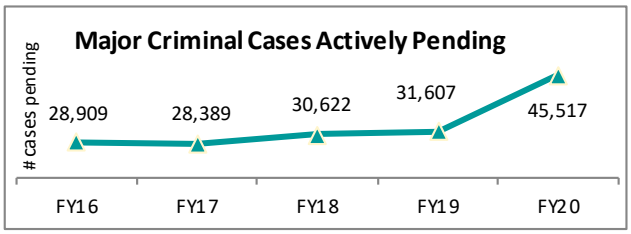
Timeliness

- Due to impacts of the COVID-19 pandemic, Clearance Rates declined in FY20 compared to FY19 in six case categories – Major Criminal, Major Civil, Probate/Mental Health, Juvenile, Minor Civil and Minor Criminal. (100% means as many cases were disposed in a year as were newly filed.)

Case Group	Clearance Rates				
	FY16	FY17	FY18	FY19	FY20
Major Crim	92%	100%	95%	97%	80%
Major Civil	96%	105%	106%	101%	97%
Prob/MH	98%	99%	98%	98%	95%
Juvenile	96%	97%	97%	103%	91%
Minor Civil	99%	98%	99%	99%	97%
Minor Crim	96%	101%	105%	100%	95%

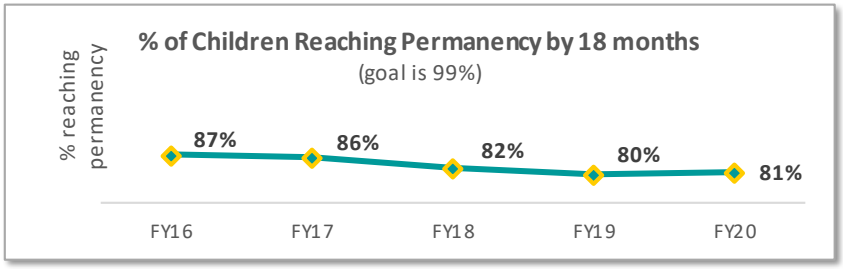
- In FY20, the Major Criminal Clearance Rate declined to the lowest in 15 years (80%). The trend of Major Criminal Clearance Rates being below 100% over the past several years in addition to a 57% increase in the number of pending cases over the last five years (about 28,900 cases in FY16 to over 45,500 cases in FY20) has created a 'backlog' of Major Criminal cases.



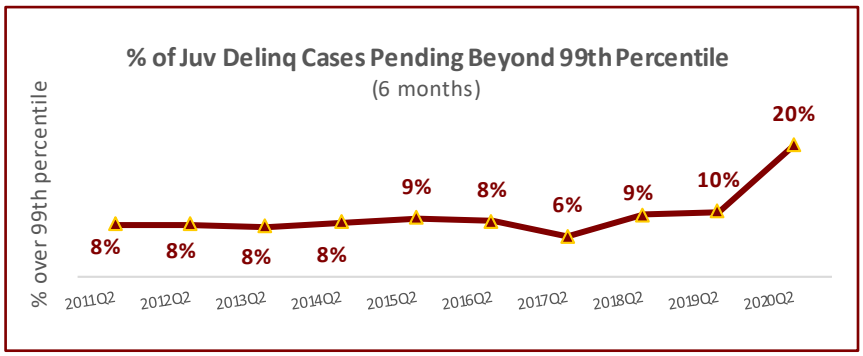


- The number of Major Criminal cases actively pending (excludes dormant and on warrant) worsened as a result of the pandemic, and increased by 44% from about 31,600 cases at the end of FY19 to over 45,500 pending cases at the end of FY20.

- The goal of having 99% of children reach permanency by 18 months was not met in FY20. The result of 81% in FY20 was only a slight improvement over the previous fiscal year.



- The percentage of Juvenile Delinquency cases pending beyond the 99th percentile objective of 6 months was 20% statewide (lower is better) as of 7/3/2020. This result was the highest percentage of Juvenile Delinquency cases pending beyond the timing objective over the last decade.



USING PERFORMANCE MEASURES FOR ADMINISTRATION

- Reviews of performance measure results are presented twice per year to the Judicial Council. The most recent written reports were submitted in April, 2020 and oral reports are to be given in September, 2020.

- Reviewing results of performance measures has become routine at bench meetings and within court administration.

DISTRICT COURTS REVIEW RESULTS

The reviews of performance measure results by districts from the April, 2020 written reports were directed to overall results from the courthouse Access and Fairness Survey and any plans to improve customer experience with courthouse wait times, a significant issue identified from survey responses.

Specific examples of these reviews include:

- The 1st District acknowledged the need to improve customer wait times and reported that "…counties continue to work on existing and new initiatives to improve courtroom efficiencies including: changing the times clerks open the courtroom in the morning to reduce the length of check-in, exploring staggered start times, increasing the number of court calendars and the length of individual calendars to reduce overbooking, and on-going meetings with justice partners to address calendar issues and courtroom flow."

- The 2nd District will be pursuing a process to provide online dispute mitigation to individuals that want to dispute a minor criminal offense. This service would provide access to information regarding the individual's case and the ability to quickly resolve disputes without a physical appearance during regular business hours. The inclusion of this online process may lead to improved customer experiences with the courts.

> ***The 2nd District is "creating a new webpage for the Self Help Service Center (SHSC). The new format will provide SRL Clinic information all in one location with a simplified format. Improving the location and readability of information may increase the customer's experience of using the district's website."***

- The 3rd District noted the need to better manage court user expectations regarding wait times. To address this issue, the district plans to make changes to the language on court notices. Hearing notices will be altered to indicate a time window rather than a specific time. This change will ensure court users know they will be in court for a specific window of time, allowing court users to plan for how much work they may miss, how long their childcare arrangements need to be, etc.

> *"We are also rolling out eCheck-in across the criminal division, which makes it faster to check people in for court and automates the process. This eliminates the old paper process of collecting and scanning forms for defendant information forms."*
>
> *4th District*

• The 4th District implemented changes in Family Court to address the wait times of non-English speaking customers and interpreter availability. The district updated signage and monitor displays to include multiple languages so customers do not have to wait for interpretation. In addition to these changes, a multi-language ex parte order for protection will be implemented soon.

• The 5th District Executive Committee approved the following recommendations to improve customer experience with courthouse wait times: expanding the use of lobby displays to reduce counter wait times for those confirming courtroom and/or hearing times; expanding the use of jury check-in kiosks to streamline the process and expedite juror check-ins; exploring the use of electronic notifications to provide jurors real-time status changes on their need to report, reducing the need for them to wait at the courthouse.

- The 6th District is researching strategies for decreasing customer wait times on criminal court calendars, including use of a modified version of the e-Check-in process. The 6th District is also revamping court calendars to be more efficient.

- The 7th District is reviewing ways to address wait times and customer experiences at the courthouse. Stearns County will consider installing check-in kiosks at all check-in locations, as well as directional screens to help customers navigate the courthouse.

> *"Mille Lacs County has split the master calendar criminal block into two sessions which should decrease [customer] wait time."*
>
> *7th District*

- The 8th District acknowledged that "More options to fill out forms online" and "More business available to conduct online" were two changes that survey respondents reported would most improve their experience with the courts. To encourage use of the website and the court's online services, the 8th District scheduled training sessions for all court administration staff with a representative from the Self-Help Center (SHC). Training included an overview of the website resources, self-help topics and court forms, along with tips to promote usage of the website and direct-line SHC phones.

- The 9th District reported that various measures are being taken by counties around the district to address customer wait times, including splitting mass calendars into two sessions, staggering appearances, adding additional criminal court sessions, removing obstacles to starting court on time and ending court hearings at the prescribed time, and the expansion of juror check-in kiosks.

> *In an effort to improve the customer experience with courthouse wait times, "We are considering a variety of plans including improved check-in procedures, check-in kiosks, and consistent district-wide practices."*
>
> *10th District*

- The 10th District noted that Pine, Isanti, Chisago, Kanabec counties completed a calendaring study performed by the National Center for State Courts in an effort to improve customer experience with the courts. This study is resulting in a coordinated calendaring effort to include: hiring a single calendar coordinator for the four counties, creating consistent practices such as continuance orders, and coordinating justice partner resources.

ACCESS TO JUSTICE

Judicial Branch Policy 505: The Minnesota Judicial Branch will be open, affordable and understandable to ensure access to justice.

Do participants perceive the courts to be accessible?

ACCESS AND FAIRNESS SURVEY

- The most recent Access and Fairness Survey was conducted in all courthouses in the state between December, 2018 and March, 2019, along with surveys of website users and Court Payment Center (CPC) customers. Two previous surveys were completed in 2008 and 2013.

- Efforts are underway to address survey feedback. The next district court Access and Fairness Survey is tentatively scheduled for fiscal year 2023.

Complete results of the survey are available on CourtNet for judges and staff to review dashboards of results, written survey analysis presented to the Judicial Council, and an overview of results presented to the Judicial Council.

- Across each type/location of survey, the 2019 Access and Fairness survey generated 8,200 responses between December, 2018 and March, 2019.
    - 6,052 surveys were completed in courthouses statewide. This compared to 4,614 surveys in 2013 and 7,769 in 2008.
    - 841 surveys of CPC customers were completed over the phone.
    - 824 surveys of CPC customers were completed after paying a fine online.
    - 483 surveys of web visitors were completed on the MNCourts.gov website.

Statewide results from courthouse survey Access statements showed little change over 2013 and 2008 results, and generally fell within the National Center for State Court's "Doing a good job[1]" category.

- The highest levels of agreement in the Access section of the survey were for the following statements:
    - Finding the courthouse was easy (91% agreed/strongly agreed)
    - I was treated with courtesy and respect (89%)
    - I felt safe in the courthouse (89%)
    - It was easy to find the courtroom or office I needed (88%)

- Responses to the courthouse survey suggest that wait times are a significant issue.
    - Since 2008, the access statement "I was able to get my court business done in a reasonable amount of time" consistently received among the lowest levels of agreement.

- Responses throughout the different survey arms suggest a desire for more online services.
    - Since 2008, the courthouse access statement "I found the court's web site useful" has consistently received the lowest levels of agreement.

[1] The National Center for State Courts (NCSC) framework for mean scores is: **4.1 or higher = Doing a good job**; 3.5 to 4.0 = Doing OK; *3.4 or lower = Needs improvement*.

The Access Index[2] score provides a composite measure of responses to all ten statements in the Access section of the survey. The statewide Access Index score was 83 (out of 100), compared to 84 in 2013 and 83 in 2008.

- Access Index scores by district ranged from 86 in the 3rd and 8th Districts to 80 in the 6th District.

MNCourts.gov Survey

The Web survey generated 483 responses over the course of about two weeks. The most common reasons respondents reported visiting MNCourts.gov were obtaining information (44%) and searching for court records (38%). The majority (85%) of Web survey respondents reported being comfortable navigating the internet, as may be expected in a survey of on-line users.

CPC Online Survey

824 court customers who paid a fine online completed this survey.

In the past surveys, barriers to service were likely more related to physical accessibility of courthouses, ability to hear, or language barriers. Based on survey comments, respondents reported that a website that doesn't operate as they feel it should is a barrier to service.

Respondents aged 25-34 and 35-44 were the least likely to agree or strongly agree that "The Minnesota Court web payment site made reasonable efforts to remove physical and language barriers to service" (68% agreed or strongly agreed).

CPC Phone Survey

The CPC Phone survey was offered to court customers who called to get information about their citation or to pay a fine over the phone, and was administered through the Sonant automated phone system. 824 court users completed this survey.

- Responses to the following Access questions were at the lower end of "Doing OK" based on the National Center for State Courts:
    - I was able to get my court business done in a reasonable amount of time (59% agreed/strongly agreed)
    - The hours the automated phone system is available made it easy for me to do business (60%)

[2] Index scores are an overall score for a grouping of statements; also referred to as index categories or sections. They can be calculated at the county, district or other levels. If there are 5 statements in a section with responses on a 1-5 point scale, the index is calculated by summing the means (average) for each question in the section which brings the total maximum score to 25 (5 questions x 5 points maximum each). This score is then multiplied by 4 to place it on a 100-point scale. For a grouping of 10 statements, the total maximum score is 50, so the multiplier is 2.

TIMELINESS

Judicial Branch Policy 505: The Minnesota Judicial Branch will resolve cases and controversies in a timely and expeditious way without unnecessary delays.

Are trial courts handling cases in a timely manner?

FILING TRENDS

In order to put the timing measures into context, the following chart shows filing trends over the past five fiscal years. FY20 filing counts were down across many case categories as a result of the pandemic. The only increases, by category, from FY16 to FY20, were Major Criminal (+5%) and Minor Civil (+3%). Minor Criminal cases had the largest decrease with 29% fewer filings in FY20 than in FY16, followed by a 23% decline in filings of Juvenile cases (Delinquency and Dependency/Neglect), and a 16% decline in filings of Major Family cases.

Filing counts represent the number of children on CHIPS/Permanency cases, the number of charges on Minor Criminal cases and the number of cases for all other case categories.

Case Category	FY16	FY17	FY18	FY19	FY20	% Change FY16 to FY20
Serious Felony	1,301	1,368	1,319	1,357	1,490	14.5%
Felony DWI	624	611	661	642	649	4.0%
Other Felony	33,655	32,710	34,992	34,448	35,111	4.3%
Gross Misdemeanor DWI	14,327	13,822	14,200	14,079	13,011	-9.2%
Other Gross Misdemeanor	14,402	16,901	17,979	17,366	17,284	20.0%
Major Criminal Total:	**64,309**	**65,412**	**69,151**	**67,892**	**67,545**	**5.0%**
Personal Injury	2,670	2,489	2,395	2,310	2,345	-12.2%
Contract	8,301	6,762	6,790	7,113	8,852	6.6%
Wrongful Death	154	118	137	137	104	-32.5%
Malpractice	80	113	76	67	96	20.0%
Property Damage	229	237	234	226	190	-17.0%
Condemnation	107	136	153	115	119	11.2%
Conciliation Appeal	625	553	576	519	417	-33.3%
Harassment	10,560	11,187	11,955	11,727	11,294	7.0%
Employment	351	331	346	390	339	-3.4%
Other Civil	12,109	9,067	8,317	8,016	7,329	-39.5%
Major Civil Total:	**35,186**	**30,993**	**30,979**	**30,620**	**31,085**	**-11.7%**
Trust	423	368	388	363	337	-20.3%
Supervised Administration	324	274	272	245	265	-18.2%
Unsupervised Administration	3,156	3,098	3,151	3,215	3,007	-4.7%
Special Administration	279	266	255	243	261	-6.5%
Informal Probate	3,533	3,303	3,264	3,466	3,514	-0.5%
Estate/Other Probate	1,047	1,109	1,082	1,047	1,076	2.8%
Guardianship/Conservatorship	2,730	2,701	2,751	2,993	2,757	1.0%
Commitment	4,328	4,243	4,373	4,453	4,496	3.9%
Major Probate Total:	**15,820**	**15,362**	**15,536**	**16,025**	**15,713**	**-0.7%**

Filing Trends, Cont.

Category	FY16	FY17	FY18	FY19	FY20	% Change FY16 to FY20
Dissolution with Child	7,851	7,461	7,428	7,143	6,796	-13.4%
Dissolution without Child	7,863	7,676	7,639	7,512	7,057	-10.3%
Support	11,783	11,017	11,005	10,067	8,260	-29.9%
Adoption	1,446	1,492	1,721	1,788	1,547	7.0%
Other Family	3,363	3,199	3,057	3,249	2,941	-12.5%
Domestic Abuse	11,118	10,964	10,819	10,586	10,094	-9.2%
Major Family Total:	**43,424**	**41,809**	**41,669**	**40,345**	**36,695**	**-15.5%**
Delinquency Felony	3,757	3,714	3,692	3,528	3,705	-1.4%
Delinquency Gross Misdemeanor	1,344	1,413	1,452	1,447	1,435	6.8%
Delinquency Misdemeanor	12,452	11,115	10,922	9,363	8,752	-29.7%
Status Offense	4,632	3,475	3,500	3,369	2,562	-44.7%
Dependency/Neglect	6,711	7,102	6,863	6,037	5,480	-18.3%
Permanency - TPR	2,331	2,537	2,884	2,633	2,443	4.8%
Permanency - Non TPR	1,077	1,092	1,254	1,105	1,076	-0.1%
Truancy	2,251	2,280	1,773	1,800	1,104	-51.0%
Runaway	213	169	193	119	123	-42.3%
Major Juvenile Total:	**34,768**	**32,897**	**32,533**	**29,401**	**26,680**	**-23.3%**
Unlawful Detainer	18,011	17,953	17,439	17,594	13,642	-24.3%
Implied Consent	5,182	4,234	3,922	3,971	3,344	-35.5%
Transcript Judgment	19,257	19,487	23,446	27,041	20,368	5.8%
Default Judgment	19,592	19,977	24,768	25,965	25,793	31.7%
Conciliation	43,380	50,693	55,072	52,640	45,702	5.4%
Minor Civil Total:	**105,422**	**112,344**	**124,647**	**127,211**	**108,849**	**3.3%**
5th Degree Assault	12,895	12,573	12,784	12,128	12,544	-2.7%
Other Non-Traffic	120,865	113,254	110,633	102,644	101,999	-15.6%
Misdemeanor DWI	19,543	18,997	19,463	19,735	17,048	-12.8%
Other Traffic	657,788	614,240	579,148	516,894	454,572	-30.9%
Juvenile Traffic	7,342	6,306	6,410	5,713	4,884	-33.5%
Parking	356,294	363,823	359,026	335,961	245,547	-31.1%
Minor Criminal Total:	**1,174,727**	**1,129,193**	**1,087,464**	**993,075**	**836,594**	**-28.8%**
Grand Total:	**1,473,656**	**1,428,010**	**1,401,979**	**1,304,569**	**1,123,161**	**-23.8%**

CLEARANCE RATES

- The statewide Clearance Rate for all case groups combined was 95% (Goal = 100% or above) in FY20.
- Family cases had the highest Clearance Rate in FY20 at 101%, while Major Criminal cases had the lowest rate at 80%.
- Lower Clearance Rates in Major Criminal and CHIPS/Permanency case groups over the past five fiscal years have led to increased numbers of cases pending in those areas.

Figure 2.1: Statewide Clearance Rates FY2016 – FY2020

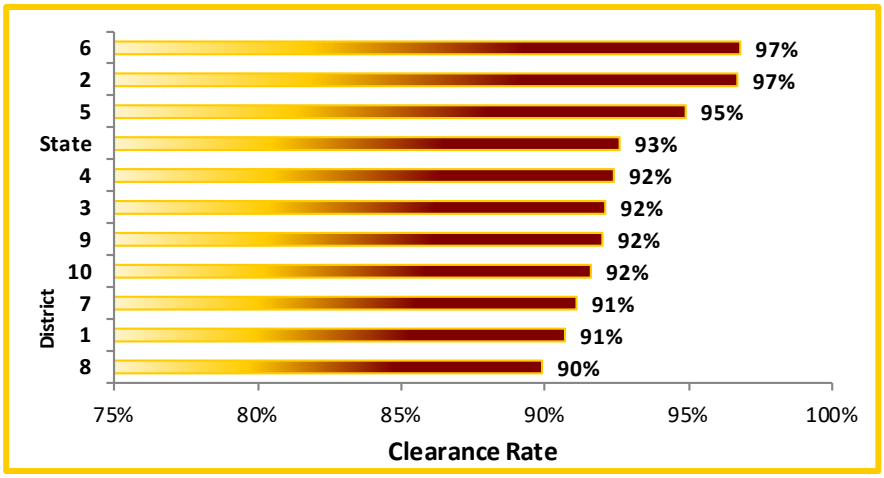
Case Group	Clearance Rates				
	FY16	FY17	FY18	FY19	FY20
Major Crim	92%	100%	95%	97%	80%
Major Civil	96%	105%	106%	101%	97%
Prob/MH	98%	99%	98%	98%	95%
Family	97%	102%	99%	99%	101%
Juvenile	96%	97%	97%	103%	91%
Minor Civil	99%	98%	99%	99%	97%
Minor Crim	96%	101%	105%	100%	95%
State	**96%**	**101%**	**104%**	**99%**	**95%**

A Clearance Rate of 100% indicates a court is 'keeping up' with cases filed. A Clearance Rate under 100% indicates a possible growing backlog.

The FY20 Clearance Rate results improved over FY19 in Family cases. Family was the only case group to maintain a Clearance Rate at or above 100% in FY20. Case processing was slowed, and at times suspended, during FY20 in response to COVID-19. This impacted the court's ability to dispose cases. As a result, Clearance Rates in Major Criminal, Major Civil, Probate/Mental Health, Juvenile, Minor Civil and Minor Criminal cases all showed declines in FY20 compared to FY19.

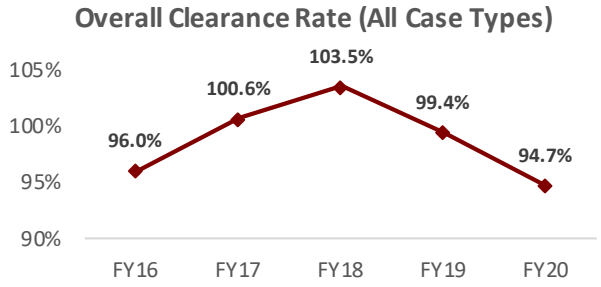
Figure 2.2: Overall (Excluding Minor Criminal) Clearance Rates FY2020 by District

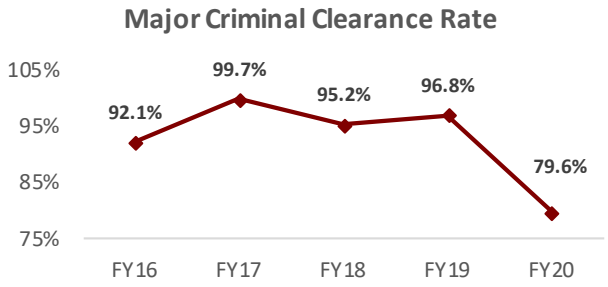
Figure 2.2 shows that the overall FY20 Clearance Rates, excluding Minor Criminal charges, by district, were within 6.9% of each other, ranging from 90% in the 8th District to 97% in the 2nd and 6th Districts.

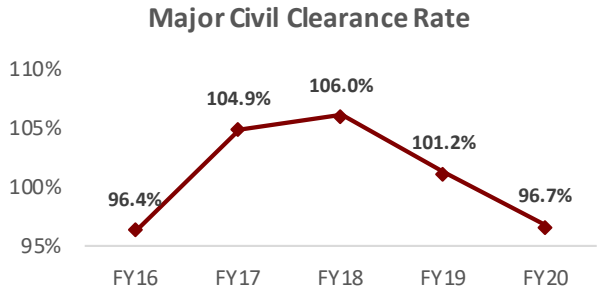


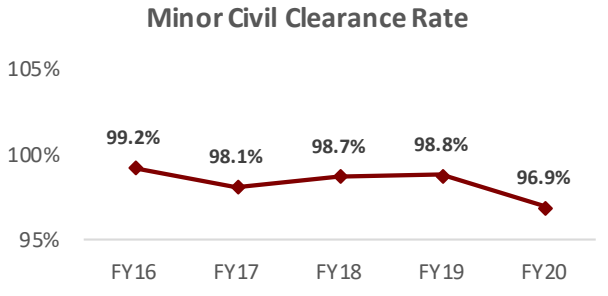
The graphs in Figure 2.3 (next page) show statewide Clearance Rates by case group for the past five fiscal years.

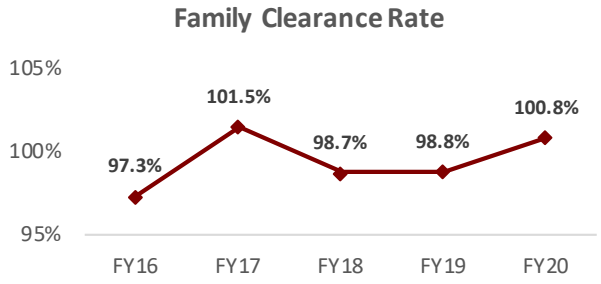
Figure 2.3: Statewide Clearance Rates FY2016 – FY2020, by Case Group

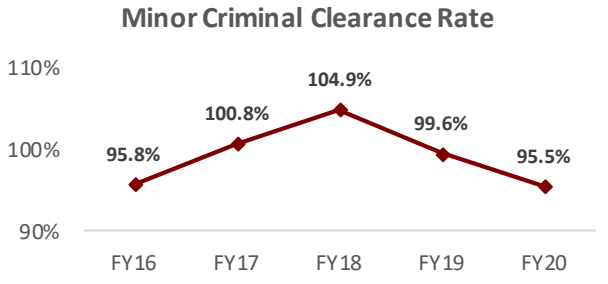


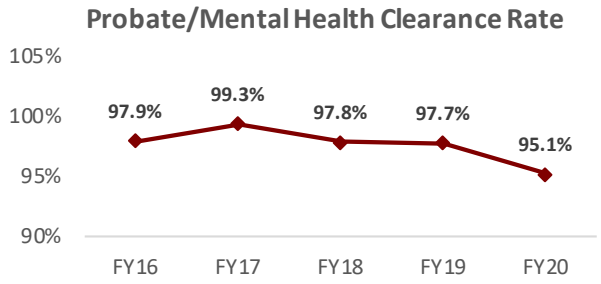


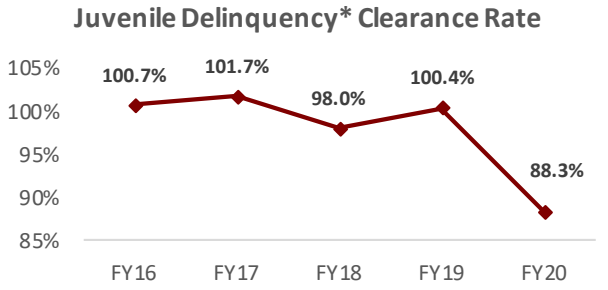


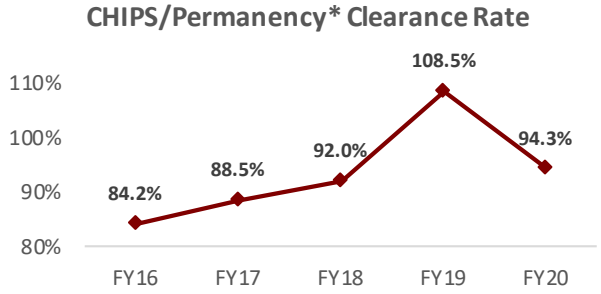






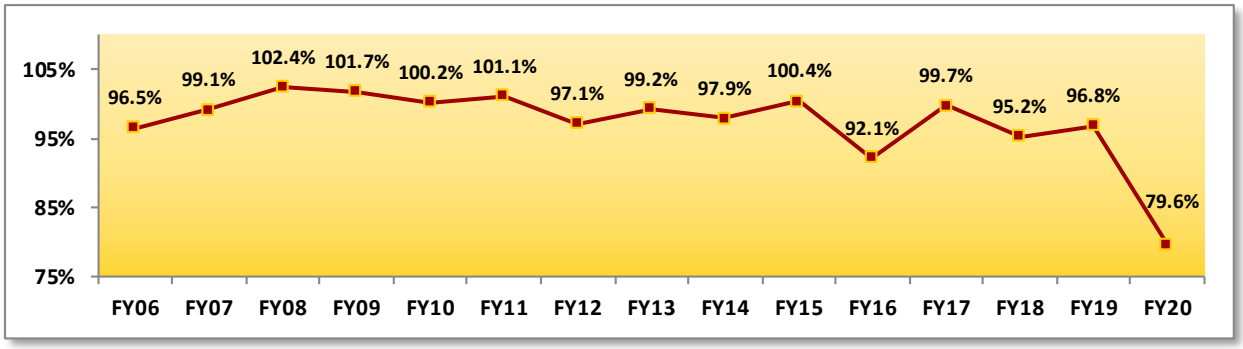






*Truancy and Runaway cases excluded

Figure 2.4: Statewide Major Criminal Clearance Rates – FY2006-FY2020 (15 Years)

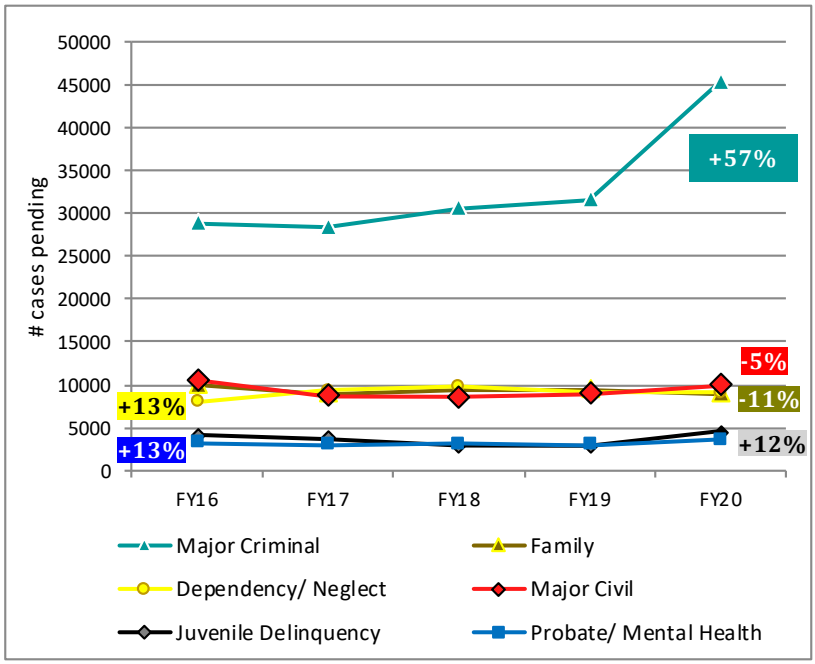


Major Criminal Clearance Rates declined to the lowest rate over 15 years in FY20 (79.6%) as shown in Figure 2.4. The highest clearance rate for major criminal cases during the past 15 years was in FY08 (102.4%). The trend of Major Criminal Clearance Rates being below 100% over several of the past 15 years indicates that a backlog of cases may be building. As evidence of this issue, the number of 'active' pending Major Criminal cases has increased by 57% in the last five years as shown below.

Figure 2.5: Statewide Active Pending Caseload, Major Cases FY2016 – FY2020

Figure 2.5 shows that the number of cases pending in major case groups from FY16 to FY20 declined in Family (-11%) and Major Civil (-5%) cases.

There was a significant increase in the number of pending cases in Major Criminal from FY16 to FY20 (+57%) and Dependency/Neglect and Probate/Mental Health pending numbers have increased 13% within the same time period. Due to impacts of the pandemic, the number of pending cases in Juvenile Delinquency spiked from 2,910 cases at the end of June 2019 to 4,628 pending cases at the end of June 2020, a year-over-year increase of 59%.



Excludes Dormant Cases and Out on Warrant

TIME TO DISPOSITION

- Statewide, 93% of all cases disposed in FY2020 were disposed within the 99th percentile time objective (for cases with timing objectives).
- In FY2020, Major Civil cases met the timing objectives for dispositions at the 99th percentile, while Dissolution (with or without child) and Domestic Abuse cases performed above the timing objectives.
- Major Criminal cases had the highest percentage disposed beyond the 99th percentile time objective (10.0%). (Goal is 1% or lower.)

The Time to Disposition measure assesses the length of time it takes a court to process cases. This measure takes into account (subtracts out) periods during which cases are dormant.

Figure 2.6: Statewide Time to Disposition Cases Disposed in MNCIS, FY2020

Case Group	90th Percentile			97th Percentile			99th Percentile			Beyond 99th		Total	
	Obj	Cases	%	Obj	Cases	Cum %	Obj	Cases	Cum %	Cases	%	Cases	Avg Days
Major Criminal	4	23,610	**43.9**	6	10,046	**62.6**	12	14,749	**90.0**	5,381	10.0	53,786	180
Major Civil	12	28,206	**93.9**	18	1,155	**97.7**	24	391	**99.0**	290	**1.0**	30,042	103
Dissolutions	12	12,854	**94.1**	18	572	**98.3**	24	168	**99.5**	66	**0.5**	13,660	106
Domestic Abuse	2	9,664	**96.8**	3	162	**98.4**	4	82	**99.2**	80	**0.8**	9,988	11
Juvenile Del	3	8,678	**71.7**	5	1,901	**87.4**	6	506	**91.6**	1,016	8.4	12,101	77
Minor Crim	3	380,551	**81.9**	6	39,482	**90.4**	9	10,500	**92.7**	33,911	7.3	464,444	113
State Total		**463,563**	**79.4**		**53,318**	**88.5**		**26,396**	**93.0**	**40,744**	7.0	**584,021**	**116**

Objectives are in months; Minor Criminal counts are cases, rather than charges as on other case statistics reports

As shown in Figure 2.6, the Major Criminal category had the highest percentage of cases disposed beyond the 99th percentile objective (10.0%) in FY2020, followed by Juvenile Delinquency (8.4%), while Dissolution and Domestic Abuse cases exceeded the goals for time to disposition. The goal is 1% or lower.

Figure 2.7: Percent of Cases Disposed Beyond the 99th Percentile Objective, FY2020, by Case Group, by District

District	% of Cases Disposed Beyond the 99th Percentile					
	Major Criminal	Major Civil	Dissolu-tions	Dom Abuse	Juvenile Delinq.	Minor Criminal
1	10.6%	0.6%	0.6%	0.9%	7.6%	2.2%
2	5.3%	2.7%	0.2%	0.8%	4.8%	9.8%
3	11.3%	0.6%	0.1%	0.2%	10.3%	1.3%
4	7.7%	0.7%	0.4%	0.8%	9.7%	17.5%
5	9.6%	1.1%	0.8%	0.2%	9.8%	1.3%
6	9.4%	0.6%	0.7%	1.5%	6.7%	0.9%
7	12.6%	0.8%	0.6%	0.6%	8.2%	1.9%
8	7.2%	0.7%	0.3%	0.3%	9.5%	0.6%
9	8.7%	1.4%	0.5%	1.2%	7.3%	1.2%
10	14.4%	0.8%	0.6%	1.0%	8.9%	2.1%
Total	**10.0%**	**1.0%**	**0.5%**	**0.8%**	**8.4%**	**7.3%**

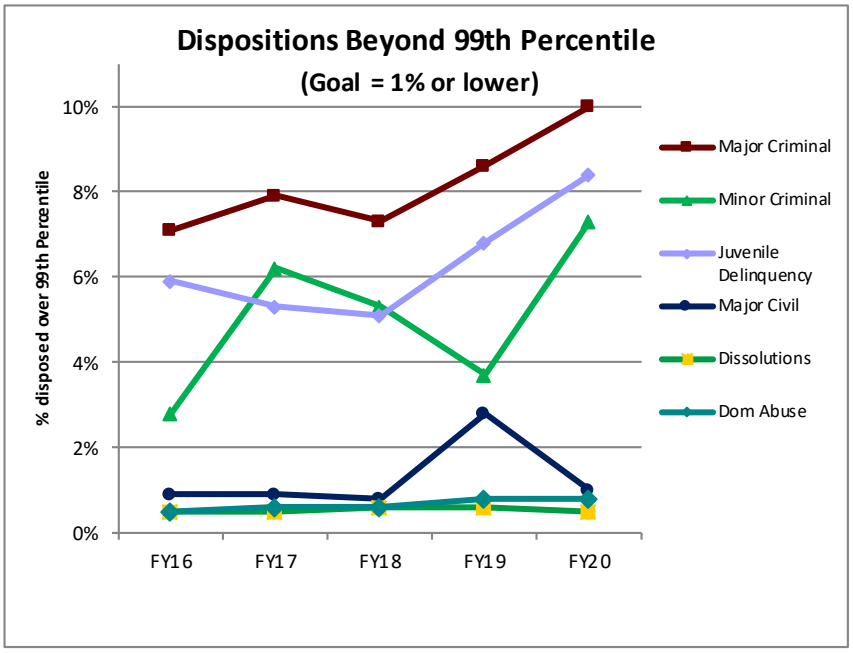
Figure 2.7 shows the percent of cases disposed beyond the 99th percentile by district and case group for FY20.

There were variations among districts in Major Criminal, where the 2nd District disposed of 5.3% of these cases beyond the timing objective of 12 months, while the 10th District disposed of 14.4% beyond the 99th percentile and the 7th District disposed of 12.6% over the time objective.

Statewide, Major Civil, Dissolution and Domestic Abuse cases were disposed within the 99th percentile objective. All districts except two met the time guidelines for Dissolution and Domestic Abuse cases. Juvenile Delinquency cases disposed beyond six months ranged from a low (lower is better) of 4.8% in the 2nd District to 10.3% in the 3rd District.

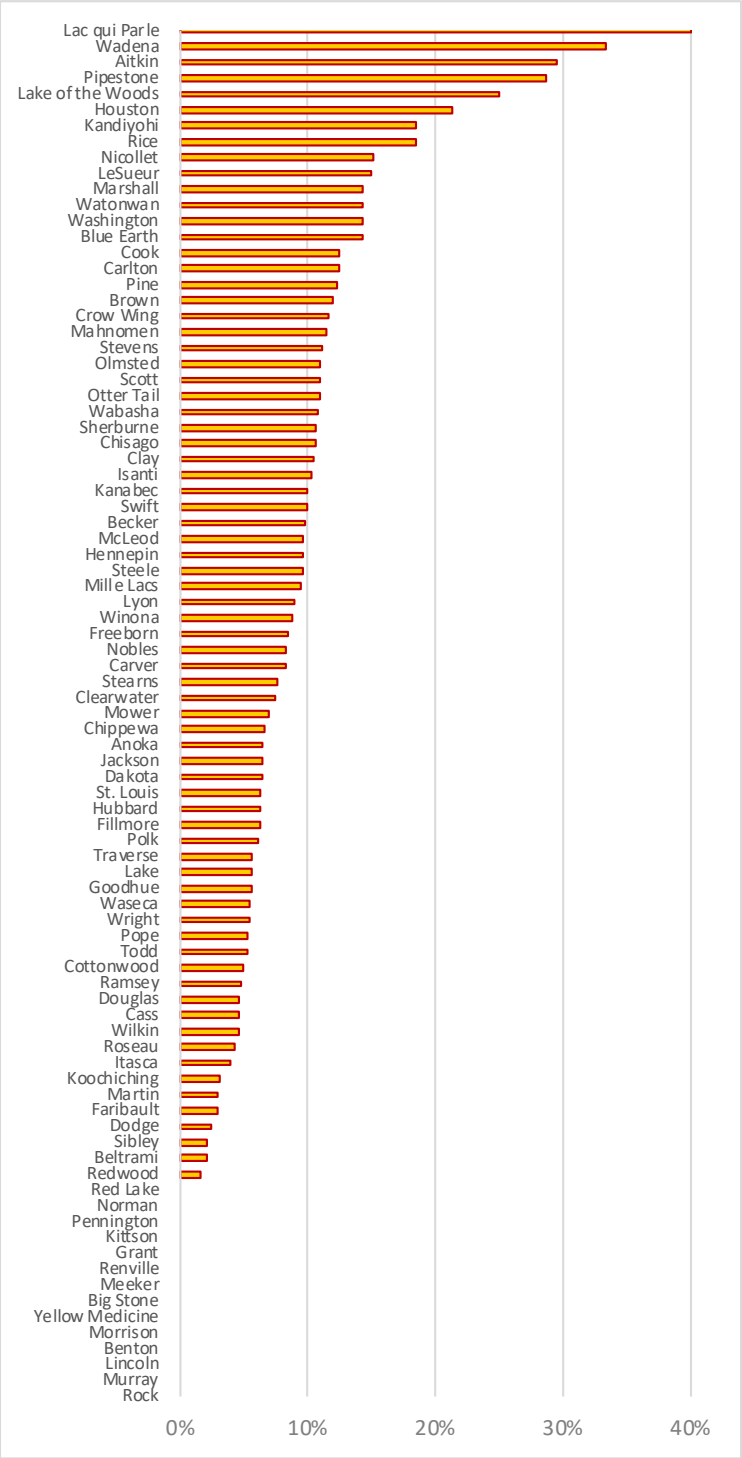
Figure 2.8: Percent of Cases Disposed Statewide Beyond 99th Percentile, FY2016-FY2020, by Case Category

The percent of Major Criminal cases disposed in FY20 beyond one year (10.0%) increased to the highest level in five fiscal years. (Lower percent is better.) Juvenile Delinquency cases also increased to their highest levels over the same time period. Domestic Abuse and Dissolutions remained fairly steady over the past five years at under 1% of cases disposed beyond the time objectives. Similarly, Major Civil cases were disposed within the 99th percentile objective every year since FY16, with the exception of FY19 (2.8%).



In addition to looking at Time to Disposition by district, or by case category, there is more variation when looking at individual county results. Figure 2.9 illustrates county variation in Time to Disposition for all levels of Juvenile Delinquency cases in FY20. It shows that the percent of cases disposed beyond the 6-month objective (99th percentile) ranged from 0% to 40%.

Figure 2.9: Percent of Delinquency Cases Disposed Beyond 6 Months by County, FY2020



The statewide percent of all Delinquency cases (Felony, Gross Misdemeanor, and Misdemeanor) disposed beyond the time objective was 8.4% in FY20. Six counties had 20% or more of these cases disposed in FY20 beyond the 99th percentile goal.

However, a small number of dispositions can produce large variations in the percent of cases that were disposed beyond the timing objective. Numbers of Delinquency dispositions in FY20 varied from 13 counties with fewer than 10 dispositions to Hennepin County with 2,668 Delinquency dispositions.

AGE OF PENDING CASES

- Statewide, timing objectives for Age of Pending cases were not met in FY20 (timing objectives are the same as those used for Time to Disposition).
- Among districts, the percentage of all pending cases (excluding minor criminal) beyond the 99th percentile ranged from 6.7% in the 2nd District to 13.0% in the 7th District (lower is better).

Figure 2.10: Statewide Age of Pending Cases as of 7/3/2020

Case Group	90th Percen-tile	Cum 97th Percen-tile	Cum 99th Percen-tile	Over 99th Percen-tile	Total Active Cases Pending
Major Crim	40.5%	59.3%	88.7%	11.3%	45,644
Major Civil	86.4%	94.1%	97.0%	3.0%	10,095
Dissolutions	89.0%	96.6%	98.8%	1.2%	4,419
Dom Abuse	59.3%	69.2%	78.3%	21.7%	396
Juv Delinq	39.6%	71.9%	80.1%	19.9%	4,623
Minor Crim	40.7%	78.8%	86.6%	13.4%	143,582

The statewide average for case types pending beyond the 99th percentile ranged from 1.2% of Dissolutions to 21.7% of Domestic Abuse cases. While there was a larger percentage of Domestic Abuse cases pending over the 4 month time objective, these cases were ultimately disposed within the appropriate timeframe. (Only 0.8% of Domestic Abuse dispositions were beyond the time objective.)

Figure 2.11: Trend of Statewide % of Major Criminal and Juvenile Delinquency Cases Pending Beyond 99th Percentile Time Objective

Results of Juvenile Delinquency Age of Pending cases significantly worsened (lower number is better), and reached the highest percentage of cases pending beyond six months over the last decade (19.9%). The percentage of Major Criminal cases pending beyond one year also declined (lower is better), with a large uptick in cases from FY19 to FY20 (7.6% in FY19 to 11.3% in FY20). The increased number of cases pending beyond the time objectives are reflective of significantly lower Clearance Rates for Juvenile Delinquency and Major Criminal cases in FY20 due to impacts of the pandemic.

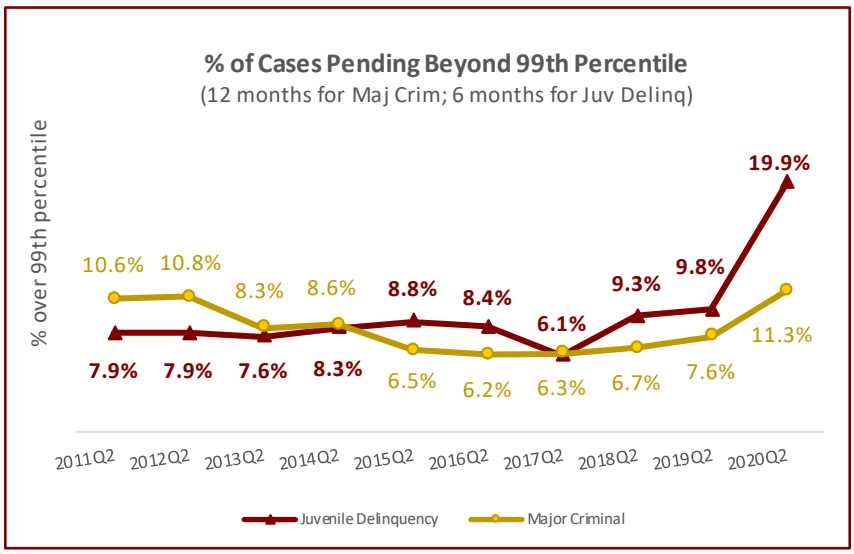
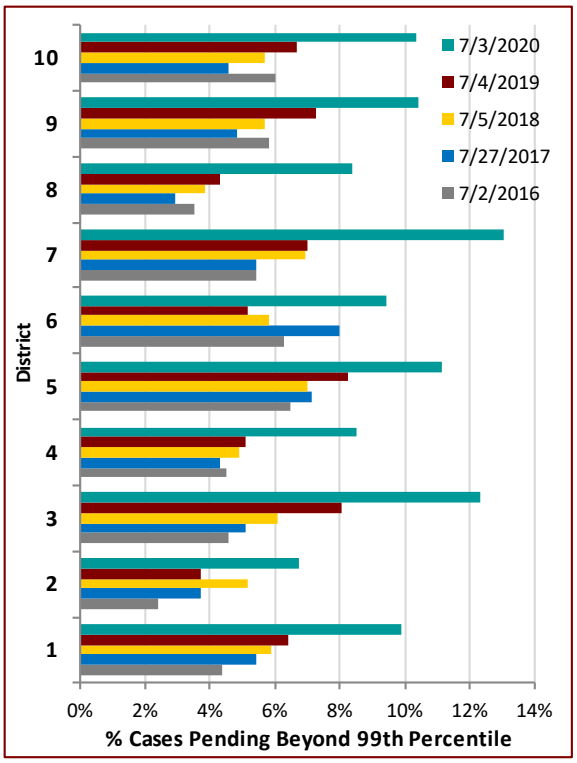


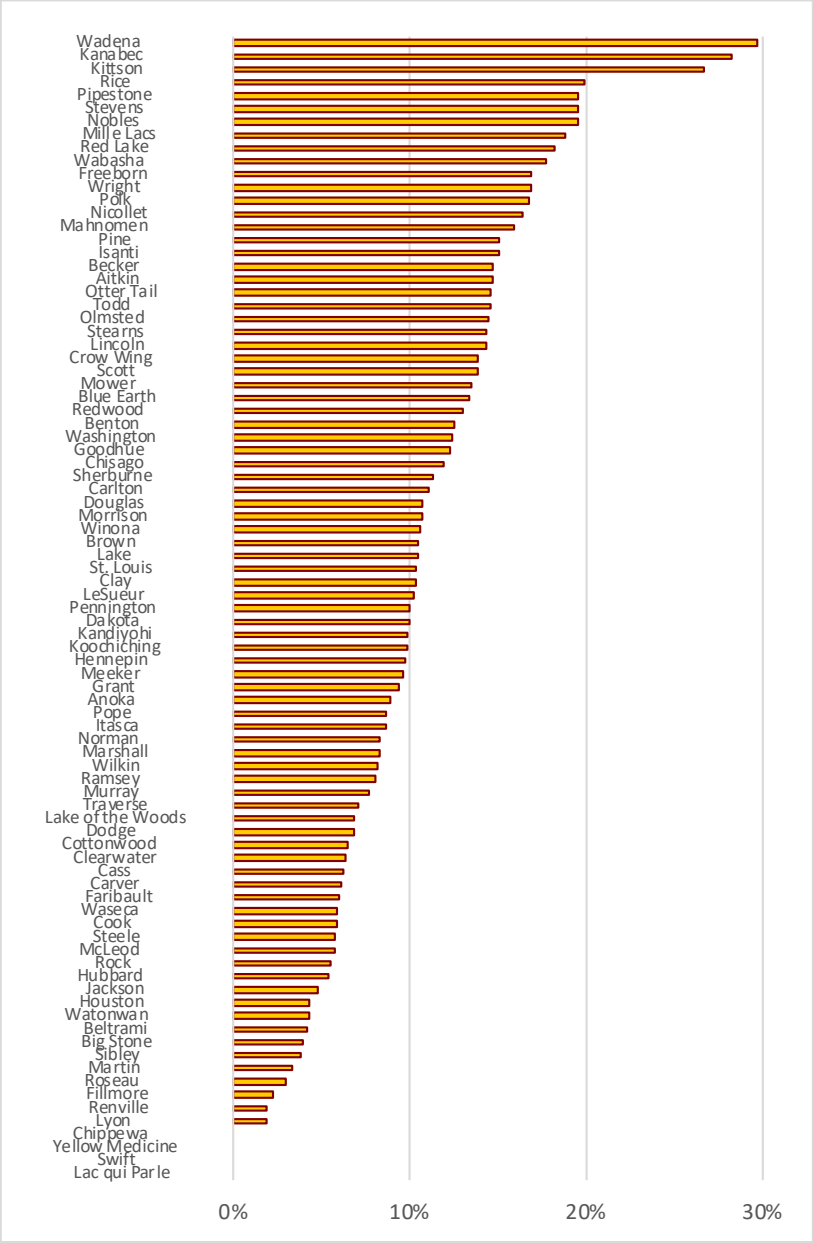
Figure 2.12: Trends in District Age of Pending Cases Past 99th Percentile, All Case Types except Minor Criminal



The overall results of Age of Pending cases at the end of FY20 (excluding Minor Criminal) varied from 6.7% of cases pending beyond the 99th percentile timing objectives in the 2nd District, to 13.0% of cases beyond the timing objectives in the 7th District.

All district results declined in FY20, and all districts reached the highest percentage of cases pending beyond the 99th percentile in five years (higher numbers = declined).

Figure 2.13: Percent of All Major Criminal Cases Pending beyond 12 months



Within statewide and district results, there is a lot of variation among counties. An example of this variation is shown in the Age of Pending of all Major Criminal cases pending as of 7/3/2020.

Statewide, 11.3% of these cases were pending beyond the 99th percentile at the end of FY20. Across counties, the percent of Major Criminal cases pending beyond one year ranged from 0% to 30%. The largest number of these cases pending as of 7/3/2020 was in Hennepin County which had over 8,300 Major Criminal cases pending, 9.8% pending beyond one year.

LENGTH OF TIME TO PERMANENCY AND ADOPTION

- During FY2020, 81% of the children who reached permanency did so after being out of home for 18 months or less (across all types of CHIPS/Permanency cases), compared to 80% in FY2019. (Goal is 99% in 18 months.)

- The objective of having 60% of children reach adoption within 24 months of removal from the home is considered an 'aspirational goal'. In FY2020, 47% of children statewide were adopted within 24 months. District numbers ranged from a high of 63% of children who reached adoption by 24 months down to 23%.

"It is the policy of the Judicial Branch that juvenile protection cases… be expedited in conformance with state and federal requirements with the goal of serving the best interests of children by providing safe, stable, and permanent homes for abused and neglected children.

… CJI judges accept shared responsibility for monitoring and improving performance on federal and judicial branch child welfare measures and are encouraged to develop and implement local plans to improve such performance."

Judicial Council Policy 601

One of the goals of the Children's Justice Initiative (CJI) is for children removed from a custodial parent to have permanency and stability in their living situation. The Length of Time to Permanency and Time to Adoption reports assist courts in determining the length of time it takes, over the lives of children, to provide permanency to those who are removed from home.

Figure 2.14: Length of Time for Children to Reach Permanency in FY2020, by District

Figure 2.14 shows that, statewide, the goals of having 50% of children reach permanency by 6 months, 90% by 12 months and 99% by 18 months were not met during FY20.

There was variation among districts for the percent of children who reached permanency within 18 months (goal is 99%). The range was from 61% in the 4th District to 94% in the 3rd District. The number of children who reached permanency was highest in the 4th District (811) and lowest in the 8th District (225) with 4,132 children, statewide, who reached permanency in FY20.

District	% reaching perm by 6 months	Cum % reaching perm by 12 months	Cum % reaching perm by 18 months	Total Number Children
1	33%	66%	90%	381
2	16%	37%	64%	382
3	37%	78%	94%	368
4	16%	36%	61%	811
5	31%	66%	90%	323
6	24%	46%	76%	259
7	29%	64%	86%	545
8	43%	73%	93%	225
9	36%	72%	91%	472
10	31%	63%	87%	366
State	**28%**	**58%**	**81%**	**4,132**
Goal	50%	90%	99%	

Figure 2.15: Five Year Trend, Children Reaching Permanency by 18 months, by District

% of children reaching permanency by 18 months (goal is 99%), FY2016 to FY2020					
District	**FY16 %**	**FY17 %**	**FY18 %**	**FY19 %**	**FY20 %**
1	93	91	90	86	90
2	83	80	78	66	64
3	90	94	88	91	94
4	79	78	67	67	61
5	91	93	91	87	90
6	79	73	74	66	76
7	94	89	92	89	86
8	98	94	94	96	93
9	91	91	83	89	91
10	91	91	87	88	87
State	**87%**	**86%**	**82%**	**80%**	**81%**
# children	**4,370**	**4,762**	**5,105**	**4,962**	**4,132**

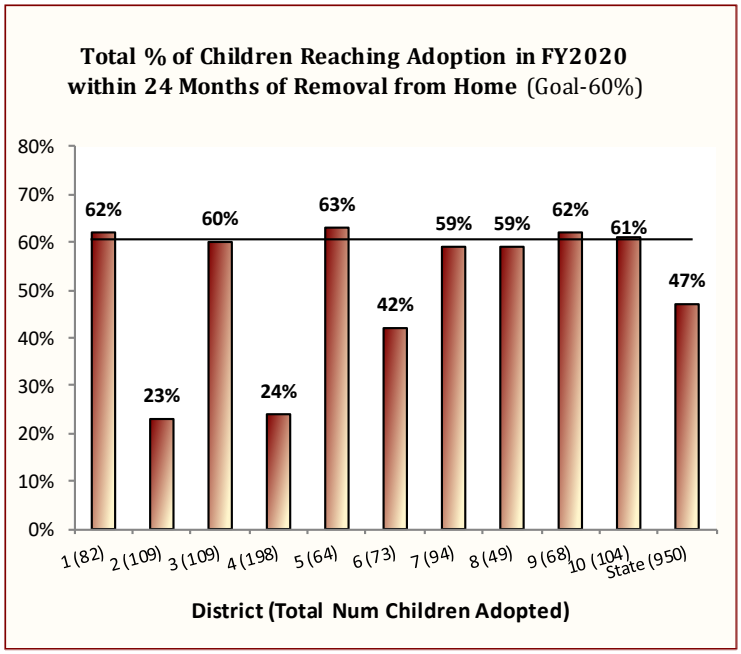
Over the past five fiscal years, the goal of 99% of children reaching permanency by 18 months was not met by the state or any individual district, although several districts had results above 90%. Statewide, 81% of children reached permanency within 18 months in FY20, an improvement from the previous fiscal year.

Results for the last two fiscal years were likely impacted by the rise in number of children who had a CHIPS or Permanency case filed between FY16 and FY18.

Fiscal Year	# Children with CHIPS/ Perm Filing
FY16	10,162
FY17	10,730
FY18	10,988
FY19	9,769
FY20	9,005

The number of children with a CHIPS or Permanency case filed in the past five fiscal years decreased 11% (from FY16 to FY20), but increased 8% between FY16 and FY18. In FY19, there were under 10,000 children with a filing for the first time since prior to FY16.

Figure 2.16: Length of Time for Children to Reach Adoption, FY2020, by District



The Judicial Council set an objective that 60% of all children who are under State Guardianship should reach adoption within 24 months from the original removal from the home. This measure starts when a child is removed from the home to being under state guardianship, and then the time it takes from the guardianship order to adoption. The two sets of time are added together to get the total Length of Time to Adoption.

Fewer than half (47%) of the 950 children under State Guardianship adopted in FY20 reached adoption within 24 months of removal from home (goal is 60%). Five districts met or exceeded the goal (1st, 3rd, 5th, 9th and 10th), while five districts had from 23% to 59% of children reach adoption within two years.

Figure 2.17: Percent of Children Adopted by 24 Months, Statewide, FY16 – FY20

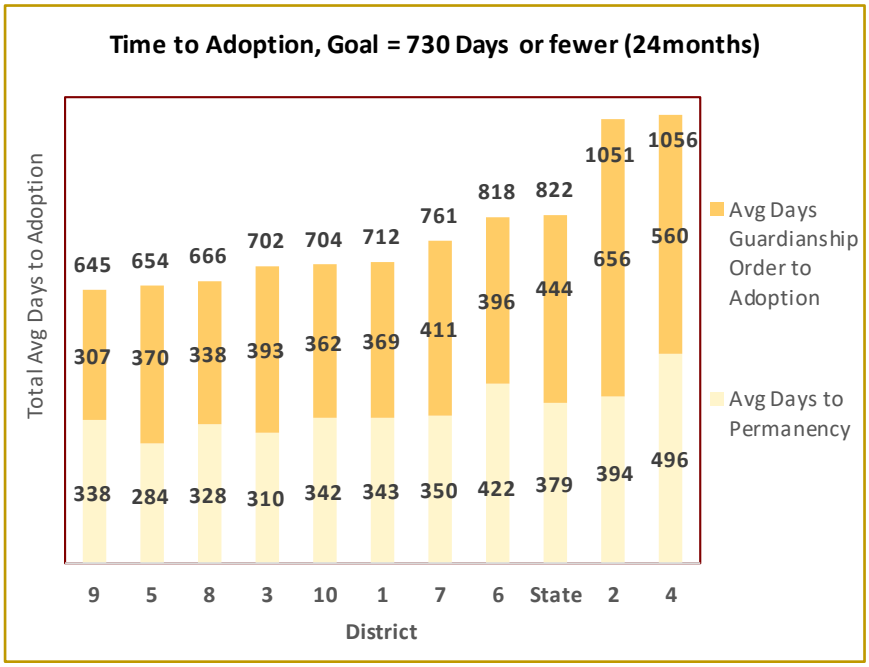
Year Adoption Finalized	% Adopted by 24 Months (Goal is 60%)	Total # Children Reaching Adoption
FY2016	56%	772
FY2017	54%	849
FY2018	50%	978
FY2019	47%	1,226
FY2020	47%	950

The 47% of children who reached adoption by 24 months of being out of home in FY20 was unchanged from FY19, and remained at the lowest result in five fiscal years (higher numbers generally are better) as is shown in Figure 2.17.

The number of children who reached adoption increased during this time from 772 in FY16 to 950 in FY20 – an increase of 23%.

The automated Time to Adoption for Children Under State Guardianship report shows details for each child with the time to adoption broken into the time from removal from home to the guardianship order and then the time from guardianship order to adoption order. Figure 2.18 below shows that there is variation among districts in these two phases.

Figure 2.18: Average Number Days to Adoption, by Phase, by District, FY2020



Six districts had an average number of days per child to reach adoption that was below the 24 month time objective (730 days). (Lower numbers are generally a more positive result.)

The statewide average number of days from removal from the home to guardianship order (379 avg. days to permanency) comprised 46% of the total time to adoption, and 54% was the time from the guardianship order to adoption (444 days).

The variation in Time to Adoption by district was from 645 days in the 9th District to 1,056 days in the 4th District.

COURT OF APPEALS DISPOSITIONS WITHIN TIME STANDARDS

The Court of Appeals adopted the American Bar Association measure of 'case clearance', which measures cases from beginning (filing) to end (disposition). The goals are to have 75% of cases disposed within 290 days of filing and 90% disposed within 365 days of filing for all case types.

- In FY20, the Court of Appeals disposed 74% of all cases within 290 days of filing. This represented an improvement over FY19 of five percentage points and came very close to the 75% goal. The court far exceeded the standard for civil cases (92%), juvenile protection cases (99%) and juvenile delinquency cases (100%).

- Achieving the 75% goal continues to be a challenge in criminal cases, which accounted for nearly half of all cases disposed during the fiscal year. Criminal cases have longer timelines for ordering transcripts and the cases often involve a number of different transcripts and multiple court reporters. Nevertheless, processing times improved for criminal cases in FY20 compared to FY19 and the court disposed close to 90% of criminal cases within 365 days as shown on the next page.

Figure 2.19: Percent of Court of Appeals Cases Disposed Within 290 Days of Filing, FY2018 – FY2020

Court of Appeals Percentage of Cases Disposed Within 290 Days of Filing From Filing to Disposition Goal = 75% of Cases						
	FY2020		FY2019		FY2018	
Civil	# Cases	% of cases meeting objective	# Cases	% of cases meeting objective	# Cases	% of cases meeting objective
General Civil	592	88%	625	79%	651	91%
Unemployment	77	92%	79	86%	87	94%
Family	191	100%	187	92%	196	98%
Other	97	100%	80	100%	65	100%
Total Civil	957	92%	971	84%	999	93%
Criminal						
Criminal	892	52%	828	48%	812	54%
Juvenile Protection						
Protection	87	99%	95	99%	81	100%
Juv. Delinquency						
Delinquency	15	100%	18	100%	19	95%
Total Cases*	1,951	74%	1,912	69%	1,911	77%

*** For purposes of calculating case clearance rates, later-filed related cases, which are consolidated for decision purposes, are not included in this total. As a result, the actual number of cases disposed by the court is higher than the "Total Cases" shown.**

The Court of Appeals exceeded the second goal - disposing 90% of cases within 365 days of filing - by disposing 94% of total cases within 365 days. The court disposed 99% of civil cases and 100% of juvenile protection and delinquency cases within the 365 day timeframe. Criminal cases came close to meeting the goal, with 88% disposed within 365 days.

Figure 2.20: Percent of Court of Appeals Cases Disposed Within 365 Days of Filing, FY2018 – FY2020

Court of Appeals Percentage of Cases Disposed Within 365 Days of Filing From Filing to Disposition Goal = 90% of Cases						
	FY2020		FY2019		FY2018	
Civil	# Cases	% of cases meeting objective	# Cases	% of cases meeting objective	# Cases	% of cases meeting objective
General Civil	592	98%	625	96%	651	99%
Unemployment	77	100%	79	100%	87	99%
Family	191	100%	187	98%	196	100%
Other	97	100%	80	100%	65	100%
Total Civil	957	99%	971	97%	999	99%
Criminal						
Criminal	892	88%	828	88%	812	91%
Juvenile Protection						
Protection	87	100%	95	100%	81	100%
Juv. Delinquency						
Delinquency	15	100%	18	100%	19	100%
Total Cases*	1,951	94%	1,912	93%	1,911	96%

*** For purposes of calculating case clearance rates, later-filed related cases, which are consolidated for decision purposes, are not included in this total. As a result, the actual number of cases disposed by the court is higher than the "Total Cases" shown.**

SUPREME COURT DISPOSITIONS WITHIN TIME STANDARDS

- The Supreme Court adopted revised timing objectives in January, 2015 that were effective April 1, 2015.
- Generally, the Supreme Court performance measure results in FY20 were consistent with those of previous fiscal years.

The Supreme Court first approved timing objectives, or case dispositional goals, in March, 2007. The case categories, case-processing points of measurement, and timing objectives to complete certain events in the life-cycle of an appeal, were taken generally from standards adopted by the American Bar Association in 1994. The adopted timing objectives were considered aspirational but achievable.

In 2014, the Supreme Court undertook a study of its timing objectives in light of recommendations by the National Center for State Courts for model time standards for appellate courts. The Supreme Court also considered the time standards adopted by other states' appellate courts.

Based on its study, the Supreme Court revised its timing objectives by reducing the number of case-processing events to which the standards apply, reducing the time allotted for disposition of an appeal, and reducing the percentage of cases (from 10% to 5%) that are not subject to a time standard ("Beyond 95th percentile" in the table). The Supreme Court adopted revised timing objectives in January 2015 that were effective April 1, 2015.

Data shown in Figure 2.21 on the next page identifies the court's performance based on three factors: (1) the case type or jurisdiction (discretionary; expedited); (2) the case-processing event (PFR to disposition; submission to circulation; submission to disposition); and (3) the timing objective to complete the event ("Days" in the table).

"Days" in the table represents the court's goal – number of days – to complete the event (circulation or disposition).

"Cases" in the table represents the number of cases that met or did not exceed the objective (number of days) in the time period.

"%" in the table represents the percentage of cases within the time period that met or did not exceed the objective (number of days).

"Total/Aver." represents the total number of cases in the time period that completed the specific case-processing event and the average number of days to do so.

Figure 2.21: Supreme Court Timing Standards, FY2020

Supreme Court Time Standards Performance Report: Cases Disposed of July 1, 2019-June 30, 2020 (FY2020)											
Case Type: Event	75th Percentile			95th Percentile			Beyond 95th Percentile			Total/ Aver.	
	Days	Cases	%	Days	Cases	%	Days	Cases	%	Cases	Aver
All case types: submission to circulation of majority	45	61	53.5%	75	82	72%	N/A	32	28%	114	45.5
All case types: submission to disposition	120	66	56%	180	96	81.5%	N/A	22	18.5%	118	126
Discretionary: PFR filing to disposition	50	380	56%	60	610	91%	N/A	61	9%	671	48.3
Expedited (TPR, Adopt'n): PFR filing to disposition	25	13	86%	25	13	86%	N/A	2	14%	15	19.5
Expedited (TPR, Adopt'n): submission to circulation of majority	20	1	100%	30	1	100%	N/A	N/A	N/A	1	16
Expedited (TPR, Adopt'n): submission to disposition	45	0	0	60	0	0	N/A	1	100%	1	63

INTEGRITY AND ACCOUNTABILITY

Judicial Branch Policy 505: The Minnesota Judicial Branch will ensure the integrity and accountability of its performance by maintaining a record system that is accurate, complete and timely.

Is the electronic record system accurate, complete and timely?

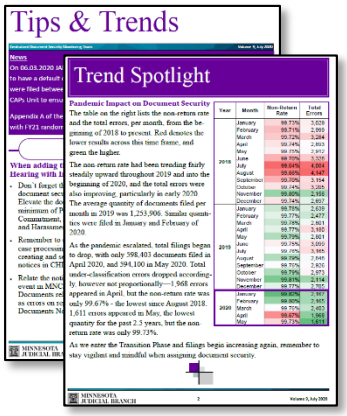
DATA QUALITY AND DOCUMENT SECURITY

The Data Quality program is part of the Court Administration Process (CAPs) Unit at SCAO. This program was created to define data quality standards, identify data quality issues, and determine when it is necessary to develop and implement standard business processes statewide. A focus on safety, public interest, statute and rule implementation, and court information provides a foundation for the ongoing operational activities of the Data Quality Program.

> ***"...It ... is the policy of the Minnesota Judicial Branch that to ensure accurate, complete and uniform access to court records, and to ensure compliance with all applicable laws for the access of court records, the Appellate Courts and District Courts shall comply with document security and classification procedures, provisions and Court Administration Processes (CAPs) as applicable."***
>
> *Judicial Council Policy 505.3*
> *Data Quality and Integrity*

During the past year, the focus continued on ensuring appropriate access to court documents to justice partners and the general public. Additionally, focus was placed on updating Branch policies and procedures to reflect our current electronic environment. These efforts resulted in an overhaul of State Court Administration Policy & Procedures 505.3(a) Data Quality Procedures and led to a significant decrease in over-classification errors of documents containing believed restricted identifiers and protected party identifying information, decreased under-classification errors (as can be identified by computer logic) and increased non-return rates. Several reporting deficiencies were also identified and addressed.

The CAPs Unit, which is responsible for routine statewide monitoring of all data quality performance, has been able to identify and address several deficiencies in data quality reports. Two new reports were created to assist in the monitoring and improvement of statewide document security classification. Additionally, the CAPs Unit continued to identify and address statewide trends, and provided a quarterly publication to court users to increase their awareness of data quality issues and resolutions.


Tips & Trends

Trend Spotlight

Pandemic Impact on Document Security

The table on the right lists the non-return rate and the total errors, per month, from the beginning of 2018 to present. Red denotes the lower results across this time frame, and green the higher.

The non-return rate had been trending fairly steadily upward throughout 2019 and into the beginning of 2020, and the total errors were also improving, particularly in early 2020. The average quantity of documents filed per month in 2019 was 1,253,906. Similar quantities were filed in January and February of 2020.

As the pandemic escalated, total filings began to drop, with only 598,403 documents filed in April 2020, and 594,100 in May 2020. Total under-classification errors dropped accordingly, however not proportionally—1,968 errors appeared in April, but the non-return rate was only 99.67% - the lowest since August 2018. 1,611 errors appeared in May, the lowest quantity for the past 2.5 years, but the non-return rate was only 99.73%.

As we enter the Transition Phase and filings begin increasing again, remember to stay vigilant and mindful when assigning document security.

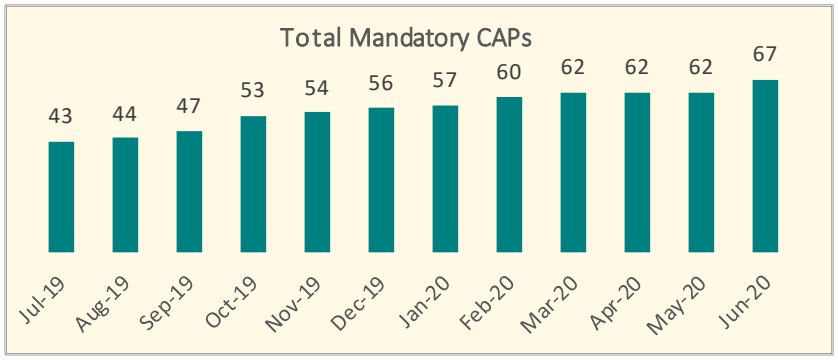
Year	Month	Non-Return Rate	Total Errors
2018	January	99.73%	3,028
	February	99.71%	2,860
	March	99.72%	3,284
	April	99.74%	2,803
	May	99.75%	2,602
	June	99.70%	3,326
	July	99.64%	4,004
	August	99.60%	4,147
	September	99.70%	3,154
	October	99.74%	3,205
	November	99.80%	2,105
	December	99.74%	2,857
2019	January	99.75%	2,639
	February	99.77%	2,427
	March	99.78%	2,801
	April	99.77%	3,160
	May	99.79%	2,801
	June	99.75%	3,059
	July	99.75%	3,165
	August	99.79%	2,848
	September	99.75%	2,820
	October	99.79%	2,873
	November	99.81%	2,514
	December	99.77%	2,705
2020	January	99.82%	2,367
	February	99.80%	2,365
	March	99.75%	2,463
	April	99.67%	1,968
	May	99.73%	1,611

MINNESOTA JUDICIAL BRANCH 2 Volume 3, July 2020

Mandatory Court Administration Processes (CAPs) and compliance monitoring of these mandatory processes is another data quality focus. Each CAP is drafted with input and testing from local court administration representatives, as well as state court administration members. 51 (new and revised) CAPs were published during FY20. Upon publication of each CAP, the processes become mandatory and must be followed statewide.

Each fiscal year, an updated CAPs Compliance Monitoring Plan is developed and approved by a statewide committee. The plan details what processes the CAPs Unit will monitor for compliance as well as what local court administrations' responsibilities are in regards to the compliance monitoring. The monitoring of mandatory processes resulted in an increase in CAPs compliance and has allowed the unit to determine and address if more technology, training and/or process revisions are necessary.

Figure 3.1: Total Mandatory Court Administration Process (CAPs), July 2019 – June 2020



Statewide data quality monitoring, mandatory CAPs, and compliance tracking ensure customers have a consistent experience throughout the courts and that the information and data received is accurate, complete, and timely.

EXCELLENCE

Judicial Branch Policy 505: The Minnesota Judicial Branch will achieve excellence in the resolution of cases by making decisions that are fair, reasoned, understandable, and that resolve the controversy at issue.

Do participants understand the orders given by the Court?

ACCESS AND FAIRNESS SURVEY

- The most recent Access and Fairness Surveys were completed between December, 2018 and March, 2019. Statewide, 6,052 courthouse visitors submitted survey responses.
- Statewide, the mean score for the excellence statement in the Fairness section of the survey was 4.2, the same as it was in the 2008 and 2013 surveys. In 2019, 81% of all respondents agreed or strongly agreed with the statement, which is the highest level of agreement within the Fairness section.

The measure for the Excellence goal is the final statement in the Fairness section of the Access and Fairness Survey: "I know what to do next in my case." The Fairness section of the survey is targeted to respondents who answered "Yes" to the question "Did you appear in front of a judicial officer today?" Overall, eighty-one percent (81%) of respondents agreed or strongly agreed with the statement.

Complete results for the 2019 Access and Fairness survey are available to members of the Judicial Branch on CourtNet.

Figure 4.1: Access and Fairness Survey Responses to Excellence Question 2019

Excellence									
		Strongly Disagree	Disagree	Neither	Agree	Strongly Agree	Agree or Strongly Agree	Mean	(N)
Q 15	I know what to do next about my case.	4%	3%	12%	36%	45%	81%	4.2	3,024

FAIRNESS AND EQUITY

Judicial Branch Policy 505: The Minnesota Judicial Branch will provide due process and equal protection of the law, and will ensure that individuals called for jury duty are representative of the population from which the jury is drawn.

Do participants perceive they were treated fairly, listened to and are they satisfied with the Court's decision?

ACCESS AND FAIRNESS SURVEY

- The Fairness section of the 2019 Access & Fairness Survey had 78% or more respondents who agreed or strongly agreed with each statement in the section.
- Responses varied by race. Statewide, people of color who responded to the Fairness section of the 2019 Access & Fairness Survey reported lower levels of agreement to the fairness statements compared to White respondents.

The Fairness Section of the Access and Fairness survey was targeted to respondents who answered "Yes" to the question of "Did you appear in front of a judicial officer today?" Complete results from the survey are available on CourtNet.

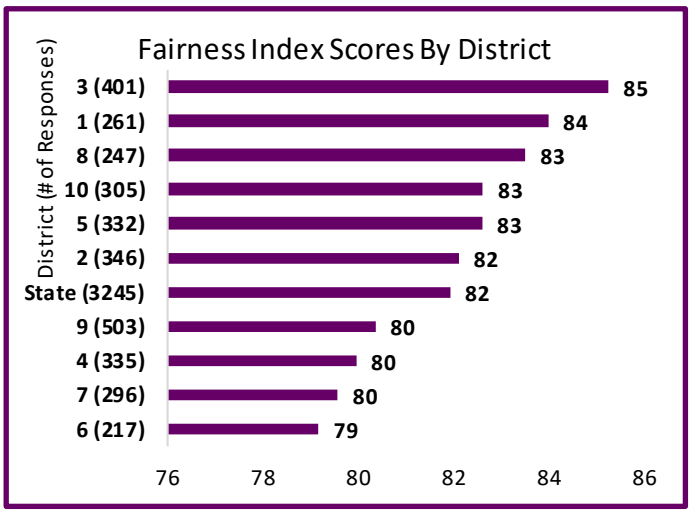
Statewide, over three-quarters (78%) or more of all respondents agreed or strongly agreed with all statements in the Fairness Section as noted in Figure 5.1.

Figure 5.1: Fairness Section Responses Statewide 2019

Q#	Fairness Section	% Strongly Disagree	% Disagree	% Neutral	% Agree	% Strongly Agree	% Strongly Agree/ Agree	Mean	N
14	I was treated the same as everyone else.	5%	3%	11%	37%	45%	81%	4.1	3,146
15	I know what to do next about my case.	4%	3%	12%	36%	45%	81%	4.2	3,024
12	The judge listened to my side of the story before making a decision.	5%	3%	15%	35%	43%	78%	4.1	2,888
13	The judge had the information necessary to make good decisions about my case.	5%	4%	14%	36%	42%	78%	4.1	3,001
11	The way my case was handled was fair.	6%	3%	13%	36%	41%	78%	4.0	3,126
Fairness Index Score		82							

See footnote numbers 1 and 2 on page 14 and 15 for explanations of the mean scores and index score.

Figure 5.2: Fairness Index Scores by District 2019



Fairness Index scores by district ranged from 85 (out of 100) in the 3rd District to 79 in the 6th District, as shown in Figure 5.2.

Index scores across all court locations, as well as trends by district and location, are available through interactive dashboards on CourtNet.

Although the Fairness Index score has shown little movement over the three survey periods, there are gradually declining rates of agreement to the Fairness Section statements. Each statement had a lower percentage of respondents who reported they agreed or strongly agreed in 2019 than in 2008, as shown in Figure 5.3.

Figure 5.3: Fairness Section Trends, 2008-2019

		2008		2013		2019	
Q#	Fairness Section Statements	% Strongly Agree/ Agree	Mean	% Strongly Agree/ Agree	Mean	% Strongly Agree/ Agree	Mean
11	The way my case was handled by the court was fair.	81%	4.1	78%	4.1	78%	4.0
12	The judge listened to my side of the story before making a decision.	82%	4.1	80%	4.1	78%	4.1
13	The judge had the information necessary to make good decisions about my case.	82%	4.1	80%	4.1	78%	4.1
14	I was treated the same as everyone else.	85%	4.2	83%	4.2	81%	4.1
15	I know what to do next about my case.	85%	4.2	84%	4.2	81%	4.2
Fairness Index Score		83		82		82	

FAIRNESS AND EQUITY, CONTINUED

Are jurors representative of our communities?

JURY POOLS

- The jurors who reported to court during FY20 were very similar racially and ethnically compared to the population of the communities in Minnesota, except for slight under-representation of Black jurors.

- The statewide gender of jurors in FY20 was nearly identical to the population of Minnesota.

Demographics of jurors based on returned questionnaires come from the automated jury management system. Figure 5.4 below compares the racial breakdown of the population as reported in the 2010 Census of Eligible Citizens to the jurors who reported for service, returned their questionnaires, and reported their race in FY20. The total number of jurors who reported to court in FY20 is also shown (total includes jurors with and without race reported). Statewide, race data was missing from just 1% of jurors.

The census figures are provided by the Minnesota State Demographic Center and loaded directly into the Jury + Web Generation statewide jury system used by jury managers.

Figure 5.4: FY2020 Juror Race Compared to 2010 U.S. Census Data of Eligible Citizens

	White		Black		American Indian		Asian		Other & 2+ Races		Total*
	2010 Census	FY20 Jurors	2010 Census	FY20 Jurors	2010 Census	FY20 Jurors	2010 Census	FY20 Jurors	2010 Census	FY20 Jurors	FY20 Jurors
Minnesota	**87.9%**	**87.4%**	**4.4%**	**3.3%**	**1.0%**	**0.9%**	**3.7%**	**3.7%**	**3.0%**	**3.5%**	**34,439**
1st District	90.2%	90.1%	2.7%	2.2%	0.5%	0.4%	3.6%	3.0%	3.1%	3.1%	3,936
2nd District	75.9%	74.9%	9.3%	6.1%	0.7%	0.6%	9.5%	11.0%	4.5%	4.8%	4,771
3rd District	92.7%	91.9%	2.2%	1.2%	0.3%	0.8%	2.4%	2.1%	2.4%	2.4%	2,724
4th District	78.5%	80.0%	10.0%	8.2%	0.8%	0.6%	5.8%	5.4%	4.8%	5.8%	7,793
5th District	93.9%	94.0%	1.3%	0.7%	0.5%	1.1%	1.6%	0.6%	2.7%	2.1%	1,389
6th District	94.0%	95.2%	1.2%	0.3%	2.5%	1.1%	0.8%	0.5%	1.6%	1.8%	2,551
7th District	94.9%	95.0%	1.3%	0.7%	1.1%	0.8%	1.1%	0.3%	1.6%	1.7%	4,005
8th District	96.4%	95.1%	0.7%	0.1%	0.6%	0.4%	0.4%	0.3%	2.0%	2.9%	1,394
9th District	92.7%	90.4%	0.4%	0.1%	4.8%	4.6%	0.5%	0.6%	1.6%	2.6%	2,150
10th District	92.0%	91.9%	2.6%	1.3%	0.6%	0.5%	2.8%	2.5%	2.0%	2.6%	3,726

* Total Jurors with and without race reported.
Reported Jurors = All jurors who report for service and return questionnaire (may or may not be in voir dire) (Source: JURY+ Web Generation Database; MJB Jury Reports)
Census data source: Minnesota State Demographic Center

Statewide, the jurors in FY20 were very similar racially compared to the people in Minnesota who are 18 years old or more. However, there was slight under-representation of Black jurors. Each district had different areas of under- or over-representation except for consistent statewide results for Black (slight under-representation) jurors compared to the census.

Figure 5.5: FY2020 Hispanic Jurors Compared to Census Data

	Hispanic Ethnicity	
	2010 Census	FY20 Jurors
Minnesota	**3.7%**	**2.6%**
1st District	4.1%	2.7%
2nd District	5.8%	3.9%
3rd District	4.0%	2.7%
4th District	5.4%	3.4%
5th District	4.2%	3.5%
6th District	0.9%	1.0%
7th District	1.8%	1.2%
8th District	3.9%	2.9%
9th District	1.3%	1.1%
10th District	2.3%	1.9%

Jurors were asked to report their race and if they are of Hispanic origin or not. Statewide, there were fewer Hispanic jurors who reported to court in FY20 than were in the census (3.7% in census, 2.6% in FY20 jurors). All districts except the 6th also had a slightly lower percentage of Hispanic jurors who reported to court than were in the census.

Figure 5.6: Comparison of FY2020 Jurors' Gender to Census Results

The statewide juror numbers matched closely on gender with the census results as shown in Figure 5.6. Results varied slightly by district, although most districts had a lower percentage of male jurors than were in the census except for the 4th, 7th and 8th Districts. Statewide, gender data was missing from just 1% of jurors.

	% Female		% Male	
	2010 Census	FY20 Jurors	2010 Census	FY20 Jurors
Minnesota	**50.9%**	**50.4%**	**49.1%**	**48.5%**
1st District	51.2%	50.7%	48.8%	48.2%
2nd District	52.4%	51.2%	47.6%	46.9%
3rd District	51.1%	51.1%	48.9%	47.8%
4th District	51.4%	50.1%	48.6%	49.9%
5th District	50.5%	53.1%	49.5%	45.1%
6th District	49.9%	51.6%	50.1%	47.5%
7th District	50.2%	47.9%	49.8%	50.7%
8th District	50.3%	47.8%	49.7%	51.4%
9th District	50.1%	50.4%	49.9%	47.3%
10th District	50.1%	50.9%	49.9%	47.8%

FAIRNESS AND EQUITY, CONTINUED

Does the Branch have sufficient race data to assist in analyzing whether persons are treated fairly regardless of race or ethnicity?

RACE DATA COLLECTION

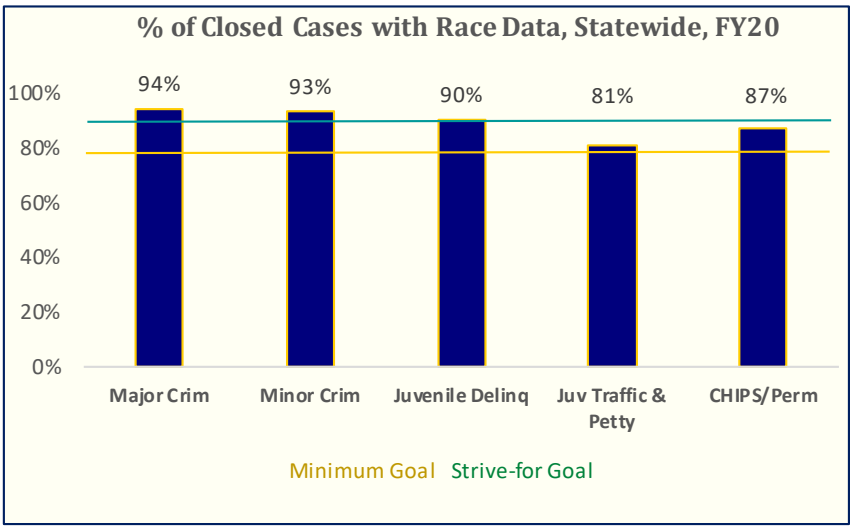
- The Judicial Council approved the addition of Race Data Collection to the core goal of Fairness and Equity at the July, 2018 meeting. This portion of the policy took effect on January 1, 2019.

- The minimum goal of having 80% of cases with race information recorded was met statewide across all case categories, and three areas met or exceeded the 'strive-for' goal of 90%. (Major Criminal (94%), Minor Criminal (93%) and Juvenile Delinquency (90%)).

Minnesota Judicial Branch Policy 505.2 contains the following language related to race data collection:

> "Each judicial district shall maintain race data collection rates of at least 80% and striving for collection rates of at least 90% on the following case types: Major Criminal, Minor Criminal, Juvenile Delinquency, Juvenile Petty and Traffic, and Juvenile CHIPS. Race data collection rates are available on an on-going basis to judges and court staff via reports on CourtNet." (See Appendix for examples of race data collection forms)

Figure 5.7: Race Data Collection Rates on Closed Cases, Statewide, FY2020



The reports on CourtNet that show race data collection rates focus on self-reported race data for Criminal, Juvenile Delinquency and Juvenile Protection cases. Defendants complete a Race Census Form, which can be either electronic or paper, when they appear in court for a hearing. In juvenile protection matters, the parent or guardian completes the form on behalf of the child/children.

Figure 5.7 shows that all case categories had 81% or more of closed cases with race data reported statewide in FY20. Major Criminal, Minor Criminal and Juvenile Delinquency cases had 90% or more of closed cases with race data collected.

Figure 5.8: Race Data Collection Rates, Closed Cases, by District, FY2020

% of Closed Cases with Race Data (July, 2019 – June, 2020)					
Dist	**Major Criminal**	**Minor Criminal**	**Juvenile Delinquency**	**Juvenile Petty & Traffic**	**Juvenile CHIPS**
1	97%	93%	92%	90%	95%
2	94%	92%	94%	82%	84%
3	96%	91%	91%	85%	87%
4	91%	94%	93%	73%	91%
5	94%	92%	84%	75%	74%
6	96%	93%	86%	87%	95%
7	96%	92%	92%	93%	89%
8	96%	95%	89%	87%	90%
9	97%	93%	88%	87%	89%
10	90%	87%	83%	65%	76%
State	**94%**	**93%**	**90%**	**81%**	**87%**

Nearly all race data collection rates by district and by case type were at 80% or above. The only exceptions to achieving this collection rate were in Juvenile Traffic/Petty and CHIPS cases in the 5th and 10th Districts, and Juvenile Traffic/Petty cases in the 4th District.

QUALITY COURT WORKPLACE ENVIRONMENT

Judicial Branch Policy 505: The Minnesota Judicial Branch will ensure that judicial officers, court personnel and jurors are qualified to perform their duties and have the materials, motivation, direction, sense of mission, and commitment to do quality work.

What are our turnover rates?

SEPARATION RATES

- The rate of staff leaving the branch (separation rate) in FY20, by district/Minnesota Judicial Center (MJC), ranged from a low of 4.5% in the 8th District to a high of 12.2% in the 2nd District.
- Retirements and resignations together comprised 87% all separations in FY20.
- The total Branch separation rate for FY20 (8.9%) was the lowest in three fiscal years.

Figure 6.1: Separation Rates by District and MJC, FY2020

FY2020 (July 2019-June 2020)										
District/ MJC	Retirement		Resignation*		Dismissal**		Layoff		Total Separations	
	#	%	#	%	#	%	#	%	#	%
1	10.75	4.6%	15.00	6.4%	2.00	0.9%	0.00	0.0%	27.75	11.9%
2	8.00	3.6%	13.00	5.9%	6.00	2.7%	0.00	0.0%	27.00	12.2%
3	2.00	1.2%	6.50	3.9%	0.00	0.0%	0.00	0.0%	8.50	5.2%
4	13.80	2.9%	27.00	5.6%	5.00	1.0%	0.00	0.0%	45.80	9.5%
5	3.00	2.5%	6.00	5.0%	3.00	2.5%	0.00	0.0%	12.00	10.0%
6	2.00	1.7%	4.25	3.5%	5.00	4.2%	0.00	0.0%	11.25	9.4%
7	5.70	3.1%	10.00	5.4%	1.00	0.5%	0.00	0.0%	16.70	9.0%
8	2.00	3.0%	1.00	1.5%	0.00	0.0%	0.00	0.0%	3.00	4.5%
9	5.50	3.3%	6.25	3.8%	1.00	0.6%	0.00	0.0%	12.75	7.7%
10	14.00	4.6%	15.00	4.9%	1.00	0.3%	0.00	0.0%	30.00	9.8%
MJC***	9.15	2.1%	14.88	3.3%	6.00	1.3%	0.00	0.0%	30.03	6.8%
Total	75.90	3.0%	118.88	4.7%	30.00	1.2%	0.00	0.0%	224.78	8.9%

= number of FTEs; % = percent of avg # of FTEs in a location during the fiscal year who separated from the branch
All figures *exclude* Judges, Law Clerks, Bar Exam Monitors, and Limited/Temporary Appointments
Average FTE calculated by taking avg of beginning and ending fiscal year FTE counts (excluding classifications above)
*Resignation includes Term Without Rights, Death, End of Disability Leave, Resignations, and Separation - Other
** Dismissal figures include Gross Misconduct and Dismissal
*** MJC includes SCAO, Court of Appeals, Supreme Court, Lawyers Professional Responsibility Board, Board of Law Examiners, Continuing Legal Ed

The total number of FTEs separated from the branch in FY20 (224.78) was the lowest in three fiscal years. The variation by location in total separations ranged from 4.5% in the 8th District to 12.2% in the 2nd District.

Voluntary separations - retirements and resignations - accounted for 87% of the FTEs leaving the Branch in FY20, while dismissals accounted for the remaining 13% of separations.

Figure 6.2: Total Separation Rates by District and MJC, FY2016 – FY2020

District/ MJC	FY16	FY17	FY18	FY19	FY20
1	5.0%	3.6%	5.5%	8.8%	11.9%
2	15.1%	12.6%	14.6%	9.3%	12.2%
3	10.8%	6.6%	8.4%	17.6%	5.2%
4	10.9%	8.2%	11.9%	13.2%	9.5%
5	5.1%	11.8%	9.0%	8.0%	10.0%
6	13.4%	14.4%	9.5%	16.2%	9.4%
7	9.3%	6.7%	7.6%	3.3%	9.0%
8	5.1%	4.6%	6.9%	8.8%	4.5%
9	11.5%	10.5%	7.4%	10.7%	7.7%
10	7.3%	8.9%	11.1%	9.0%	9.8%
MJC	5.9%	7.0%	9.2%	7.0%	6.8%
Total	**9.1%**	**8.4%**	**9.7%**	**10.0%**	**8.9%**
Total # Separations	211.8	*198.3*	231.5	253.6	224.8

The statewide separation rate in FY20 (8.9%) was the lowest since FY17. The 1st District, in FY20, reached its highest rate in the last five fiscal years (11.9%). In contrast, the 3rd, 6th and 8th District FY20 separation rates were the lowest over the same time period (5.2%, 9.4% and 4.5%, respectively).

There are many different ways to calculate turnover rates (or separation rates). So, not all numbers are exactly comparable, especially those that report figures by month instead of annually. The annual separation rate of 8.9% for the Branch was roughly estimated at 0.7% per month, compared to U.S. Department of Labor, Bureau of Labor Statistics figures for State and Local government employees (excluding education) of 1.4% separations in June, 2020[3].

Figure 6.3: Total Separation Rates Statewide, FY2007 – FY2020

Figure 6.3 shows the statewide separation rate from FY2007 (when first reported) to FY2020. After a low of 3.8% in FY10, there have been fairly steady increases in the separation rate. However, the separation rate in FY2020 (8.9%) was the lowest in the past three fiscal years.

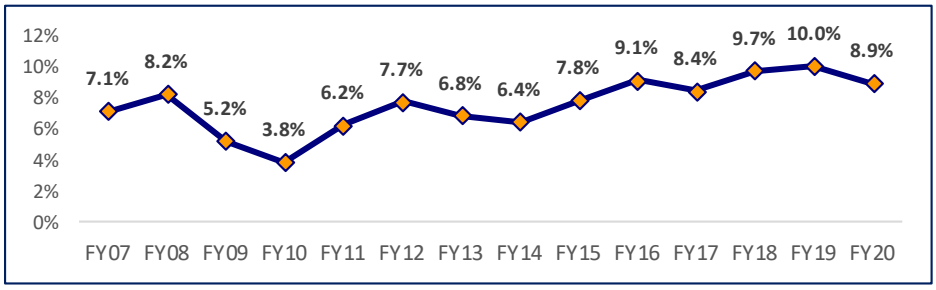


Figure 6.4: Statewide Separation Rates by Type, FY2016 – FY2020

As shown in Figure 6.4, the overall separation rate in FY20 decreased from the previous year. The largest percentage decreases in separation rates from FY19 to FY20 were in the Retirement and Resignation categories. The separation rate for Dismissals increased slightly from FY19 (0.9% in FY19 to 1.2% in FY20).

Separation Type	FY16	FY17	FY18	FY19	FY20
Retirement	3.9%	3.4%	3.8%	3.8%	3.0%
Resignation	3.7%	3.9%	4.7%	5.3%	4.7%
Dismissal	1.5%	1.1%	1.3%	0.9%	1.2%
Layoff	0%	0%	0%	0%	0%
Total	**9.1%**	**8.4%**	**9.7%**	**10.0%**	**8.9%**

[3] https://www.bls.gov/news.release/jolts.t03.htm

QUALITY COURT WORKPLACE ENVIRONMENT, CONTINUED

Do employees and judicial officers express satisfaction in their positions?

QUALITY COURT WORKPLACE SURVEY RESULTS

- The Quality Court Workplace Survey is part of the Minnesota Judicial Branch FY2021 Operational Plan. The next statewide survey will be conducted in early 2021. Previous rounds of the survey were completed in 2008, 2012 and 2016.

- Employee and judicial officer responses on the next statewide Quality Court Workplace survey will be especially important given the changes to the work environment and increased reliance on remote work as a result of the COVID-19 pandemic.

DATA DETAILS (APPENDIX)

DEFINITION OF TERMS

Dates

State Fiscal Year –All figures that are reported by year are reported using state fiscal year. For example, state fiscal year 2020 includes data from July 1, 2019 to June 30, 2020. This number is also referred to as FY2020, FY20.

Access and Fairness Survey Index Scores

Index Scores – Index scores are an overall score for a grouping of survey statements; also referred to as index categories or sections. Scores can be calculated at the county, division, district or statewide levels. If there are 5 statements in a section with responses on a 1-5 point scale, the index is calculated by summing the means (averages) for each question in the section which brings the total maximum score to 25. (5 questions x 5 points maximum each) This score is then multiplied by 4 to place it on a 100-point scale. For a grouping of 4 statements, the total maximum score is 20, so the multiplier is 5.

Timeliness Measures

Clearance Rate – Number of dispositions for a specified period of time divided by the number of filings (multiplied times 100). A Clearance Rate of 100% indicates a court is 'keeping up' with cases filed. A Clearance Rate under 100% indicates a possible growing backlog.

Time to Disposition – Assesses the length of time it takes to process cases compared to the Judicial Council objectives for timely case processing. The measure is reported as a percentage of cases meeting the timing objectives for when 90% of cases should be disposed, at the 97th percentile and at the 99th percentile. Any more than 1% of cases disposed beyond the 99th percentile are considered to have not met timing objectives.

Age of Pending – Shows the percent of currently pending cases that are within the timing objectives for timely case processing. Results from the end of each quarter are archived for trend reporting. Cases pending beyond the 99th percentile objective can be considered as one measure of court backlog.

Length of Time to Permanency – Assesses whether or not timely permanency decisions are being made for children. Reports the number of children for whom permanency was achieved on a CHIPS or Permanency case, and the length of time the child was out of home prior to the permanency order/disposition date for time periods of up to 6 months, up to 12 months, 15 months, 18 months, 24 months and over 24 months. The goal is to achieve permanency by 18 months for 99% of all children.

Time to Adoption for Children under State Guardianship – Assesses whether or not adoptions occur within two years (24 months) of entering foster care for 60% of children reaching adoption. Reports the number of children for whom adoption was achieved, the length of time the child was out of home prior to being under state guardianship and the length of time from state guardianship to adoption. The combination of the two time periods equals Time to Adoption.

Court of Appeals Dispositions within Time Standards – Reports the number and percent of cases, by case area, that met the objectives of disposing of 75% of cases within 290 days of filing and disposing of 90% of cases within 365 days of filing.

Supreme Court Timing Standards – Reports identify the court's performance based on three factors: (1) the case type or jurisdiction (original/mandatory; discretionary; expedited); (2) the case-processing event (PFR to disposition; submission to circulation; submission to disposition); and (3) the timing objective to complete the event.

Quality Court Workplace Environment

Turnover Rate - Also called Separation Rate. Number of Full Time Equivalents (FTEs) who leave the branch during the fiscal year divided by the average number of FTEs employed in a location during that fiscal year (multiplied times 100). Rate excludes Judges, Law Clerks, Bar Exam Monitors and Limited/Temporary Appointments.

RACE CENSUS FORMS

Name _____ Case/File Number _____

RACE CENSUS FORM-Criminal

The Minnesota Courts are collecting information on all people who appear in criminal, traffic and juvenile cases. Collecting this information will help the Court ensure that everyone is treated fairly and equally, regardless of his/her race or ethnicity.

Please answer **both** questions 1 and 2 below.

1. What is your race?

Mark an **X** by one or more races to indicate what race you consider yourself to be.

____ (I). American Indian or Alaska Native

____ (A). Asian

____ (B). Black or African American

____ (H). Native Hawaiian or Other Pacific Islander

____ (W). White

____ (O). Other:_____

2. Are you Hispanic or Latino?

MARK THE "NO" BOX IF NOT HISPANIC OR LATINO

____ (N). **NO**, Not Hispanic or Latino

____ (Y). **YES,** Hispanic or Latino

Have you answered **both** questions?

For definitions see the back of this form.

The information that you provide here will be compiled in a summarized form that will not identify you by name. Identifying information may, however, be subject to disclosure as required by the rules of public access to records of the judicial branch, or other laws or court rules.

Definitions:

Race Categories: *

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Hmong, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A person having origins in any of the black racial groups of Africa, for example Somalia. Terms such as "Haitian" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East, North Africa, or Mexico.

Ethnicity: *

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

* The United States Census Bureau has established these Race and Ethnicity categories

Name _____ Case/File Number _____

RACE CENSUS FORM
CHIPS/TPR CASES

The Minnesota Courts are collecting information on all people who appear in criminal, traffic and juvenile cases. Collecting this information will help the Court ensure that everyone is treated fairly, regardless of his/her race or ethnicity.

Please answer **both** questions 1 and 2 below regarding **each** child in this manner.

1. What is the race of the child?	**2. Is the child Hispanic or Latino?**
Indicate all races you consider your child to be.	Mark the correct response regarding Hispanic or Latino
(I) American Indian or Alaska Native (A) Asian (B) Black or African American (H) Native Hawaiian or Other Pacific Islander (W) White (O) Other: _____	(N) **NO**, Not Hispanic or Latino (Y) **YES**, Hispanic or Latino

Child's Name **List each child.**	Race **Circle response(s)**	Hispanic
1.	*I A B H W O**	**Y / N**
2.	*I A B H W O**	**Y / N**
3.	*I A B H W O**	**Y / N**
4.	*I A B H W O**	**Y / N**
5.	*I A B H W O**	**Y / N**
6.	*I A B H W O**	**Y / N**

*Other: _____

Have you answered **both** questions for each child?
For definitions see the back of this form.

The information that you provide here will be compiled in a summarized form that will not identify you by name. Identifying information may, however, be subject to disclosure as required by the rules of public access to records of the judicial branch, or other laws or court rules.

Definitions:

Race Categories: *

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Hmong, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A person having origins in any of the black racial groups of Africa, for example Somalia. Terms such as "Haitian" or Negro" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East, North Africa, or Mexico.

Ethnicity: *

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

* The United States Census Bureau has established these Race and Ethnicity categories

ANALYSIS NOTES

The data in this document come from several sources. The results of timing measures for district courts come from MNJAD (Minnesota Judicial Analytical Database, or data warehouse) reports and the data represents both what exists at a point-in-time and trends over the past months and years.

Data changes each week as new and updated information is loaded into the data warehouse from MNCIS (Minnesota Court Information System). All years noted in the timing area represent fiscal years, unless otherwise noted.

Access and Fairness survey results are available to judges and staff on CourtNet. Dashboards are available for the 2019 courthouse survey, public website survey and two Court Payment Center surveys (phone and web). These reports show results that can be customized by the user for location, demographics, and level of detail. Trend data is available for survey results from 2013 and 2008.

The Trial Court Reports (MNJAD reports) for Clearance Rates, Time to Disposition, Age of Pending Cases, Length of Time to Permanency and Time to Adoption for Children under State Guardianship are available to judges and staff on CourtNet (the intranet of the Minnesota Judicial Branch). The Clearance Rates, Time to Disposition and Age of Pending Cases reports are available in the original tabular format as well as in color-coded "stoplight report" format. Readers of this report are encouraged to look at the data in this report as well as seek additional information using MNJAD and stoplight reports.

Court of Appeals and Supreme Court timing information is reported from MACS (Minnesota Appellate Court System case management system) and reflects fiscal year figures.

Separation rates are reported from the Human Resources and Development Division of the State Court Administrator's Office (SCAO) and reflect FY2020 and include trends back to FY2007. Juror information comes from the jury management system and includes jurors from FY2020 compared to results of the 2010 American Community Survey (replaces the previous long-form census).

Race data collection rates are obtained from on-demand reports on CourtNet, specifically, "Summary of Race Collection for Parties on Closed Cases with Percentages".

Results of past Quality Court Workplace surveys are also available to judges and staff on CourtNet. Several reports are available to see results by county, district or statewide; by employees or judges/justices; comparisons of employees and judges; and comparisons of results for 2016, 2012 and 2008.