



Minnesota Judicial Branch Policy

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Effective Practices for Maximizing Resources

I. POLICY STATEMENT

It is the policy of the Minnesota Judicial Branch to provide quality service while exercising fiscal responsibility in the provision of its services. In an effort to provide quality service in a fiscally responsible manner, while recognizing current and future budget shortages, each district is encouraged to continually examine its caseload management practices. Some examples of efficient caseload management practices include, but are not limited to:

- A. Plea cut off policies to firm up trial calendars and reduce unnecessary costs and expenditure of time for jurors, judges, court staff and justice partners.
- B. Firm continuance policies to reduce the number of appearances and time to disposition.
- C. Actively tracking and monitoring trial schedule status to facilitate trial date certainty, increase transparency, and reduce staff time and paperwork.
- D. Consistent policy and practice of judges backing up each other to handle overflow cases scheduled for trial within and across counties.
- E. Schedule future hearings while the parties are still present in court, whenever possible. If that isn't possible, confer about scheduling via telephone or email before sending out notice of hearing.
- F. Utilize Early Case Management/Early Neutral Evaluation (ECM/ENE) in all family court cases that meet program criteria.

The Judicial Council shall annually identify and disseminate information on innovative practices for effective case management to be considered for possible inclusion in the district's caseload management policies.

II. IMPLEMENTATION AUTHORITY

Implementation of this policy shall be the responsibility of the Chief Judges of the Judicial Districts. The State Court Administrator shall provide educational opportunities and technical assistance to the districts.

III. EXECUTIVE LIMITATIONS

None.