

TRIAL COURT ADMINISTRATION

Policy XXX

Date

PROVISION OF COMPUTERS FOR EMPLOYEES, JUDGES, CHAMBERS AND IN COURTROOMS

SECTION 1. Authority and Purpose

The purpose of this policy is to establish a procedure for the provision of computer hardware for justices, district judges and court employees.

SECTION 2. Computers Supplied to Employees and District Judges

Each justice, district judge and court employee will be supplied with one computer..

All computers provided to justices, district judges and court employee employees will be replaced according to the judicial branch computer replacement cycle, based on available budget resources.

Justices and District Judges

The justice or district Judge will determine the type of computer requested.

Court Employees

The unit court administrator, in consultation with the judicial employee and the state court IT staff will determine what type of computer is provided to a particular employee. The determination should be based on the needs of the employee and on available resources.

SECTION 3. Computers Supplied for Judges Chambers in Non-Chambered Locations

Access to the state computer resources will be provided in judges chambers in non-chambered locations by one of two methods:

- 1) For locations that are frequented by judges who have chosen portable computing devices, state network access will be provided in the judges chambers.
- 2) For locations used by judges who have chosen non-portable computers, a computer will be provided. The unit court administrator and judge, working in consultation with the state court IT staff, will decide what type of computer is provided in the particular judge chambers. The determination should be based on the needs and work habits and on available resources.

Computers provided for judges chambers will be replaced according to the judicial branch computer replacement cycle, based on available budget resources.

SECTION 4. Computers Supplied at Courtroom Benches

Upon request, computers will be provided at the bench in courtrooms. The Judge and unit court administrator, working in consultation with the state court IT staff, will determine what type of computer is provided in a particular courtroom. The determination should be based on the needs and work habits of judges who utilize the particular courtroom and on available resources.

Computers provided in courtrooms will be replaced according to the judicial branch computer replacement cycle, based on available budget resources.