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# Commission on Judicial Disabilities and Tenure

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Table DQ0-1

Description	FY 2016 Actual	FY 2017 Approved	FY 2018 Proposed	% Change from FY 2017
OPERATING BUDGET	\$290,181	\$310,000	\$295,000	-4.8
FTEs	2.0	2.0	2.0	0.0

The mission of the Commission on Judicial Disabilities and Tenure (CJDT) is to maintain public confidence in an independent, impartial, fair, and qualified judiciary, and to enforce the high standards of conduct judges must adhere to both on and off the bench.

### Summary of Services

The services provided by the CJDT are as follows: review complaints concerning the misconduct of judges; conduct performance evaluations of associate judges eligible for reappointment; conduct fitness and qualification reviews of retiring and senior judges; and process the involuntary retirement of judges for health reasons.

The agency's FY 2018 proposed budget is presented in the following tables:

## FY 2018 Proposed Gross Funds Operating Budget and FTEs, by Revenue Type

Table DQ0-2 contains the proposed FY 2018 budget by revenue type compared to the FY 2017 approved budget. It also provides FY 2016 actual data.

**Table DQ0-2**

(dollars in thousands)

Appropriated Fund	Dollars in Thousands					Full-Time Equivalents				
	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change*	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change
<b>FEDERAL RESOURCES</b>										
FEDERAL PAYMENTS	290	310	295	-15	-4.8	2.0	2.0	2.0	0.0	0.0
<b>TOTAL FOR FEDERAL RESOURCES</b>	<b>290</b>	<b>310</b>	<b>295</b>	<b>-15</b>	<b>-4.8</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GROSS FUNDS</b>	<b>290</b>	<b>310</b>	<b>295</b>	<b>-15</b>	<b>-4.8</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>	<b>0.0</b>

\*Percent change is based on whole dollars.

**Note:** If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to **Schedule 80 Agency Summary by Revenue Source** in the **FY 2018 Operating Appendices** located on the Office of the Chief Financial Officer's website.

## FY 2018 Proposed Operating Budget, by Comptroller Source Group

Table DQ0-3 contains the proposed FY 2018 budget at the Comptroller Source Group (object class) level compared to the FY 2017 approved budget. It also provides FY 2015 and FY 2016 actual expenditures.

**Table DQ0-3**

(dollars in thousands)

Comptroller Source Group	Actual FY 2015	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Percentage Change*
11 - REGULAR PAY - CONTINUING FULL TIME	204	210	211	216	5	2.4
13 - ADDITIONAL GROSS PAY	4	4	0	0	0	N/A
14 - FRINGE BENEFITS - CURRENT PERSONNEL	23	24	26	15	-11	-41.8
<b>SUBTOTAL PERSONAL SERVICES (PS)</b>	<b>232</b>	<b>239</b>	<b>237</b>	<b>231</b>	<b>-6</b>	<b>-2.4</b>
20 - SUPPLIES AND MATERIALS	2	2	3	2	0	-16.7
31 - TELEPHONE, TELEGRAPH, TELEGRAM, ETC.	11	7	9	7	-2	-20.7
40 - OTHER SERVICES AND CHARGES	24	20	31	26	-5	-14.9
41 - CONTRACTUAL SERVICES - OTHER	28	20	28	26	-2	-8.6
70 - EQUIPMENT AND EQUIPMENT RENTAL	10	2	2	2	0	0.0
<b>SUBTOTAL NONPERSONAL SERVICES (NPS)</b>	<b>75</b>	<b>52</b>	<b>73</b>	<b>64</b>	<b>-9</b>	<b>-12.8</b>
<b>GROSS FUNDS</b>	<b>307</b>	<b>290</b>	<b>310</b>	<b>295</b>	<b>-15</b>	<b>-4.8</b>

\*Percent change is based on whole dollars.

## FY 2018 Proposed Operating Budget and FTEs, by Division/Program and Activity

Table DQ0-4 contains the proposed FY 2018 budget by division/program and activity compared to the FY 2017 approved budget. It also provides FY 2016 actual data. For a more comprehensive explanation of divisions/programs and activities, please see the Division/Program Description section, which follows the table.

**Table DQ0-4**

(dollars in thousands)

Division/Program and Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017	Actual FY 2016	Approved FY 2017	Proposed FY 2018	Change from FY 2017
<b>(2000) JUDICIAL DISABILITIES</b>								
<b>TENURE</b>								
(2100) COMMISSION ADMINISTRATION AND SUPPORT	290	310	295	-15	2.0	2.0	2.0	0.0
<b>SUBTOTAL (2000) JUDICIAL DISABILITIES TENURE</b>	<b>290</b>	<b>310</b>	<b>295</b>	<b>-15</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>
<b>TOTAL PROPOSED OPERATING BUDGET</b>	<b>290</b>	<b>310</b>	<b>295</b>	<b>-15</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>	<b>0.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

**Note:** For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2018 Operating Appendices** located on the Office of the Chief Financial Officer's website. "No Activity Assigned" indicates budget or actuals that are recorded at the division/program level.

### Program Description

The Commission on Judicial Disabilities and Tenure operates through the following program:

**Judicial Disabilities and Tenure** – provides administrative support to the Judicial Disabilities and Tenure Commission to ensure the Commission fulfills its mission, pursuant to section 11-1521 of the D.C. Official Code.

### Program Structure Change

The Commission on Judicial Disabilities and Tenure has no program structure changes in the FY 2018 proposed budget.

## FY 2017 Approved Budget to FY 2018 Proposed Budget, by Revenue Type

Table DQ0-5 itemizes the changes by revenue type between the FY 2017 approved budget and the FY 2018 proposed budget. For a more comprehensive explanation of changes, please see the FY 2018 Proposed Budget Changes section, which follows the table.

### Table DQ0-5

(dollars in thousands)

DESCRIPTION	DIVISION/PROGRAM	BUDGET	FTE
<b>FEDERAL PAYMENTS: FY 2017 Approved Budget and FTE</b>		<b>310</b>	<b>2.0</b>
Increase: To align personal services and Fringe Benefits with projected costs	Judicial Disabilities Tenure	6	0.0
Decrease: To offset projected adjustments in personal services costs	Judicial Disabilities Tenure	-6	0.0
<b>FEDERAL PAYMENTS: FY 2018 Agency Budget Submission</b>		<b>310</b>	<b>2.0</b>
No Change		0	0.0
<b>FEDERAL PAYMENTS: FY 2018 Mayor's Proposed Budget</b>		<b>310</b>	<b>2.0</b>
Technical Adjustment: To align with the President's FY 2018 Budget Request	Judicial Disabilities Tenure	-15	0.0
<b>FEDERAL PAYMENTS: FY 2018 District's Proposed Budget</b>		<b>295</b>	<b>2.0</b>
<b>GROSS FOR DQ0 - COMMISSION ON JUDICIAL DISABILITIES AND TENURE</b>		<b>295</b>	<b>2.0</b>

(Change is calculated by whole numbers and numbers may not add up due to rounding)

## FY 2018 Proposed Budget Changes

The Commission on Judicial Disabilities and Tenure's (CJDT) proposed FY 2018 gross budget is \$295,000, which represents a 4.8 percent decrease from its FY 2017 approved gross budget of \$310,000. The budget is comprised entirely of Federal Payments.

### Agency Budget Submission

**Increase:** CJDT's budget proposal includes an increase in personal services of \$5,831 to cover projected salary and Fringe Benefits costs.

**Decrease:** The agency's budget proposal includes a decrease of \$5,831 in nonpersonal services for telecommunication costs, professional services fees, and contractual services; this adjustment offsets the projected increases in personal services.

### Mayor's Proposed Budget

**No Change:** The Commission on Judicial Disabilities and Tenure's budget proposal reflects no change from the agency budget submission to the Mayor's proposed budget.

### District's Proposed Budget

**Technical Adjustment:** The FY 2018 Federal Payments request for the Commission on Judicial Disabilities and Tenure is reduced by \$15,000 to align the budget with the President's budget request.

## Agency Performance Plan\*

Commission on Judicial Disabilities and Tenure (CJDT) has the following strategic objectives for FY 2018:

### Strategic Objectives

Strategic Objectives describe what the agency will do, at a high level, to achieve its mission. These are action-based sentences that define what an agency does for its customers, whether the customers are residents or other District agencies, and how that improves the District.

### Objectives

1. Review and Investigate Judicial Misconduct Complaints.
2. Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts.
3. Conduct Performance and Fitness Reviews of Retiring and Senior Judges.
4. Conduct Involuntary Retirement Proceedings.
5. Create and maintain a highly efficient, transparent and responsive District government.\*\*

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## ACTIVITIES

Activities include the work that happens on a daily basis to help achieve the Strategic Objectives. Activity names come from the budget line items. This is further divided into “daily services” (ex. sanitation disposal), and long-term “key projects” that are high profile, one-time and span several years, (ex. redevelopment of Walter Reed Army Medical Center). Many agencies will mostly have daily services, whereas some agencies that have more of their budget come from capital funding will have several key projects.

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### 1. Review and Investigate Judicial Misconduct Complaints. (2 Activities)

Activity Title	Activity Description	Type of Activity
Commission Administration and Support	Review complaints arising during monthly meetings.	Daily Service
Commission Administration and Support	Misconduct investigations.	Daily Service

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### 2. Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts. (4 Activities)

Activity Title	Activity Description	Type of Activity
Commission Administration and Support	Interview attorneys in the public and private sectors who have appeared before the Judge.	Daily Service
Commission Administration and Support	Interview court personnel who have worked with the Judge.	Daily Service
Commission Administration and Support	Interview the Chief Judge of the Judge’s Court.	Daily Service
Commission Administration and Support	Solicit comments concerning a Judge’s qualifications from the legal community and the general public.	Daily Service

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### 3. Conduct Performance and Fitness Reviews of Retiring and Senior Judges. (4 Activities)

Activity Title	Activity Description	Type of Activity
Commission Administration and Support	Interview attorneys in the public and private sectors who have appeared before the Senior Judge.	Daily Service
Commission Administration and Support	Interview Court personnel who have worked with the Senior Judge.	Daily Service
Commission Administration and Support	Interview the Chief Judge of the Judge’s Court.	Daily Service
Commission Administration and Support	Solicit comments concerning a Senior Judge’s qualifications to continue judicial service from the legal community and the general public.	Daily Service

#### 4. Conduct Involuntary Retirement Proceedings. (4 Activities)

Activity Title	Activity Description	Type of Activity
Commission Administration and Support	Receive information concerning a Judge's health/disability and commences an investigation.	Daily Service
Commission Administration and Support	Determine if an involuntary retirement hearing is warranted.	Daily Service
Commission Administration and Support	Make findings of fact and a determination regarding the Judge's health.	Daily Service
Commission Administration and Support	File orders of involuntary retirement.	Daily Service

### KEY PERFORMANCE INDICATORS

Key Performance Indicators measure how well an agency is achieving its Strategic Objectives. They are outcome-oriented and should be used to answer the question, "What does the agency need to measure to determine success?"

#### 1. Review and Investigate Judicial Misconduct Complaints. (4 Measures)

Measure	New Measure/ Benchmark Year	FY 2015 Actual	FY 2016 Actual	FY 2016 Target	FY 2017 Target	FY 2018 Target
Number of complaints received	No	79	55	65	65	50
Percent of complaints leading to misconduct investigations	No	38%	49.1%	38%	38%	38%
Percent of complaints resolved within 30 days	No	73%	58%	73%	73%	50%
Percent of Complaints resolved within 60 days	No	21%	24%	21%	21%	40%

#### 2. Conduct Reappointment Evaluations of Eligible Associate Judges of the D.C. Courts. (2 Measures)

Measure	New Measure/ Benchmark Year	FY 2015 Actual	FY 2016 Actual	FY 2016 Target	FY 2017 Target	FY 2018 Target
Number of reappointment evaluations	No	5	4	4	2	4
Percent of reappointment evaluation reports submitted before 60 days of term expiration	No	5%	100%	4%	100%	100%

#### 3. Conduct Performance and Fitness Reviews of Retiring and Senior Judges. (2 Measures)

Measure	New Measure/ Benchmark Year	FY 2015 Actual	FY 2016 Actual	FY 2016 Target	FY 2017 Target	FY 2018 Target
Number of fitness and performance reviews	No	14	19	18	8	9
Percent of fitness and performance reviews submitted within 180 days of judge's request	No	14%	100%	18%	100%	100%

#### 4. Conduct Involuntary Retirement Proceedings. (1 Measure)

Measure	New Measure/ Benchmark Year	FY 2015 Actual	FY 2016 Actual	FY 2016 Target	FY 2017 Target	FY 2018 Target
Number of involuntary retirements handled	No	0	0	0	0	0

**5. Create and maintain a highly efficient, transparent and responsive District government.\*\*  
(9 Measures)**

<b>Measure</b>	<b>New Measure/ Benchmark Year</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2016 Target</b>	<b>FY 2017 Target</b>	<b>FY 2018 Target</b>
Budget- Federal funds returned	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Local funds unspent	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Contracts/Procurement- Contracts lapsed into retroactive status	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Contracts/Procurement- Expendable Budget spent on Certified Business Enterprises	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Customer Service- Meeting Service Level Agreements	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources- Employee District residency	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources- Employee Onboard Time	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources- Vacancy Rate	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Performance Management- Employee Performance Plan Completion	No	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017

**Performance Plan Endnotes**

\*For more information about the structure and components of FY 2018 draft performance plans, please see the FY 2018 Proposed Budget and Financial Plan, Volume 1, Appendix E.

\*\*\*"Create and maintain a highly efficient, transparent and responsive District government" is a new Strategic Objective required for all agencies.

\*\*\*Key Performance Indicators that are new may not have historical data and may only have FY 2018 targets.