

# ANNUAL FINANCIAL REPORT FISCAL YEAR ENDED AUGUST 31, 2021



**OFFICE OF COURT ADMINISTRATION, TEXAS JUDICIAL COUNCIL**

**MARÍA ELENA RAMÓN**

**INTERIM ADMINISTRATIVE DIRECTOR**

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# OFFICE OF COURT ADMINISTRATION

MARIA ELENA RAMÓN  
Interim Administrative Director

November 20, 2021

Honorable Greg Abbott, Governor of Texas  
Honorable Glenn Hegar, Texas Comptroller of Public Accounts  
Jerry McGinty II, Executive Director, Legislative Budget Board  
Lisa Collier, First Assistant State Auditor

Ladies and Gentlemen:

We are pleased to submit the Annual Financial Report of the Office of Court Administration for the year ended August 31, 2021, in compliance with Texas Government Code Annotated §2101.011 and in accordance with the requirements established by the Texas Comptroller of Public Accounts.

Due to the statewide requirements embedded in Governmental Accounting Standards Board (GASB) Statement No. 34, the Comptroller of Public Accounts does not require the accompanying annual financial report to comply with all the requirements in this statement. The financial report will be considered for audit by the state auditor as part of the audit of the State of Texas *Annual Comprehensive Financial Report* (ACFR); therefore, an opinion has not been expressed on the financial statements and related information contained in this report.

If you have any questions, please contact Carol Harper at (737) 279-9386 or [Carol.Harper@txcourts.gov](mailto:Carol.Harper@txcourts.gov). You may also contact her for questions related to the Schedule of Expenditures of Federal Awards.

Respectfully,

A handwritten signature in cursive script that reads "Jennifer Henry".

Jennifer Henry  
Chief Financial Officer

**EXHIBIT I – COMBINED BALANCE SHEET/STATEMENT OF NET POSITION –  
GOVERNMENTAL FUNDS  
AUGUST 31, 2021**

	<b>General Funds</b>	<b>Special Revenue Funds</b>	<b>Governmental Funds Total</b>
<b>ASSETS</b>			
Cash and Cash Equivalents (Note 3)			
Cash in Bank	\$ 9,000.00	\$ -	\$ 9,000.00
Cash in State Treasury	62,437,365.63	280,212.39	62,717,578.02
Legislative Appropriations	16,323,905.87	-	16,323,905.87
Receivables from:	-	-	-
Accounts	-	-	-
Due From Other Agencies	1,482,946.54	-	1,482,946.54
Non-Current Assets:	-	-	-
Capital Assets (Note 2):	-	-	-
Non-Depreciable or Non-Amortizable	-	-	-
Depreciable or Amortizable, Net	-	-	-
Other Non-Current Assets	-	-	-
<b>Total Assets</b>	<b>\$ 80,253,218.04</b>	<b>\$ 280,212.39</b>	<b>\$ 80,533,430.43</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Outflows of Resources (Note 28)	\$ -	\$ -	\$ -
<b>Total Deferred Outflows of Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
Current Liabilities:			
Payables from:			
Accounts	\$ 10,709,554.52	\$ 13,592.70	\$ 10,723,147.22
Payroll	2,662,036.19	-	2,662,036.19
Due To Other Funds	-	-	-
Due To Other Agencies	2,582,033.70	-	2,582,033.70
Employees' Compensable Leave (Note 5)	-	-	-
Other Current Liabilities	(11,145.00)	-	(11,145.00)
Non-Current Liabilities	-	-	-
Employees' Compensable Leave (Note 5)	-	-	-
Other Non-Current Liabilities	-	-	-
<b>Total Liabilities</b>	<b>\$ 15,937,979.41</b>	<b>\$ 18,092.70</b>	<b>\$ 15,956,072.11</b>
<b>Fund Financial Statement</b>			
<b>Fund Balances (Deficits):</b>			
Restricted	\$ -	\$ 262,119.69	\$ 262,119.69
Committed	51,252,967.32	-	51,252,967.32
Unassigned	13,062,271.31	-	13,062,271.31
<b>Total Fund Balances</b>	<b>\$ 64,315,238.63</b>	<b>\$ 262,119.69</b>	<b>\$ 64,577,358.32</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 80,253,218.04</b>	<b>\$ 280,212.39</b>	<b>\$ 80,533,430.43</b>
<b>Government-Wide Statement of Net Position</b>			
<b>Net Position</b>			
Net Investment in Capital Assets			
Unrestricted			
<b>Total Net Position</b>			

*Exhibit I. The accompanying Notes to the Financial Statements are an integral part of this statement.*

**EXHIBIT I – COMBINED BALANCE SHEET/STATEMENT OF NET POSITION –  
GOVERNMENTAL FUNDS  
AUGUST 31, 2021**

<b>Capital Assets Adjustments</b>	<b>Long-Term Liabilities Adjustments</b>	<b>Other Adjustments</b>	<b>Statement of Net Position</b>
\$ -	\$ -	\$ -	\$ 9,000.00
-	-	-	62,717,578.02
-	-	-	16,323,905.87
-	-	-	-
-	-	-	-
-	-	-	1,482,946.54
-	-	-	-
-	-	-	-
-	-	-	-
295,179.57	-	-	295,179.57
-	-	-	-
<b>\$ 295,179.57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,828,610.00</b>
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ 10,723,147.22
-	-	-	2,662,036.19
-	-	-	-
-	-	-	2,582,033.70
-	1,609,989.73	-	1,609,989.73
-	-	-	(11,145.00)
-	-	-	-
-	1,752,652.36	-	1,752,652.36
-	-	-	-
<b>\$ -</b>	<b>\$ 3,362,642.09</b>	<b>\$ -</b>	<b>\$ 19,318,714.20</b>
			\$ 262,119.69
			51,252,967.32
			13,062,271.31
			<b>\$ 64,577,358.32</b>
\$ 295,179.57	\$ -	\$ -	\$ 295,179.57
-	(3,362,642.09)	-	(3,362,642.09)
<b>\$ 295,179.57</b>	<b>\$ (3,362,642.09)</b>	<b>\$ -</b>	<b>\$ 61,509,895.80</b>

*Exhibit I. The accompanying Notes to the Financial Statements are an integral part of this statement.*

**EXHIBIT II – COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND  
BALANCES/STATEMENT OF ACTIVITIES POSITION – GOVERNMENTAL FUNDS  
FOR FISCAL YEAR ENDED AUGUST 31, 2021**

	<b>General Funds</b>	<b>Special Revenue Funds</b>	<b>Governmental Funds Total</b>
<b>REVENUES</b>			
Legislative Appropriations			
Original Appropriations (GR)	\$ 17,504,181.00	\$ -	\$ 17,504,181.00
Additional Appropriations (GR)	5,004,306.85		5,004,306.85
Federal Grant Pass-Through Revenue (GR)	11,740,865.38	-	11,740,865.38
State Grant Pass-Through Revenue (GR)	299,217.95	-	299,217.95
License, Fees & Permits (PR)	55,575,109.73	169,666.89	55,744,776.62
Sales of Goods and Services (PR)	126,600.20	-	126,600.20
Other (PR - Chg for Serv, Operating or Capital)	207,780.03	-	207,780.03
<b>Total Revenues</b>	<b>\$ 90,458,061.14</b>	<b>\$ 169,666.89</b>	<b>\$ 90,627,728.03</b>
<b>EXPENDITURES</b>			
Salaries and Wages	\$ 23,032,791.28	\$ 4,500.00	\$ 23,037,291.28
Payroll Related Costs	6,219,825.46	-	6,219,825.46
Professional Fees and Services	2,192,830.88	19,479.80	2,212,310.68
Travel	117,572.83	-	117,572.83
Materials and Supplies	293,433.86	9,783.87	303,217.73
Communication and Utilities	1,519,311.39	1,391.34	1,520,702.73
Repairs and Maintenance	1,086,219.77	-	1,086,219.77
Rentals and Leases	29,975.92	-	29,975.92
Printing and Reproduction	4,848.03	-	4,848.03
State Grant Pass-Through Expenditures	174,177.81	-	174,177.81
Intergovernmental Payments	33,271,764.19	-	33,271,764.19
Public Assistance Payments	4,195,500.00	-	4,195,500.00
Other Expenditures	25,857,552.84	4,359.31	25,861,912.15
Capital Outlay	10,198.00	-	10,198.00
Depreciation and Amortization Expense	-	-	-
<b>Total Expenditures/Expenses</b>	<b>\$ 98,006,002.26</b>	<b>\$ 39,514.32</b>	<b>\$ 98,045,516.58</b>
Excess (Deficiency) of Revenues over (under) Expenditures	<b>\$ (7,547,941.12)</b>	<b>\$ 130,152.57</b>	<b>\$ (7,417,788.55)</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
Transfer In	\$ 5,936,173.63	\$ -	\$ 5,936,173.63
Transfer Out	(2,497,668.42)	-	(2,497,668.42)
Gain (Loss) on Sale of Capital Assets	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 3,438,505.21</b>	<b>\$ -</b>	<b>\$ 3,438,505.21</b>
<b>Net Change in Fund Balances/Net Position</b>	<b>\$ (4,109,435.91)</b>	<b>\$ 130,152.57</b>	<b>\$ (3,979,283.34)</b>
<b>Fund Financial Statement - Fund Balances</b>			
Fund Balances, September 1, 2020	\$ 71,336,855.41	\$ 131,967.12	\$ 71,468,822.53
Restatements	(24,737.22)	-	(24,737.22)
Fund Balances, September 1, 2020, as Restated	<b>\$ 71,312,118.19</b>	<b>\$ 131,967.12</b>	<b>\$ 71,444,085.31</b>
Appropriations Lapsed	(2,887,443.65)	-	(2,887,443.65)
Fund Balances, August 31, 2021	<b>\$ 64,315,238.63</b>	<b>\$ 262,119.69</b>	<b>\$ 64,577,358.32</b>
<b>Government-Wide Statement of Net Position</b>			
Net Position/Net Change in Net Position			<u>\$ 64,577,358.32</u>
Net Position, September 1, 2020			
Restatements			
Net Position, September 1, 2020			
Net Position, August 31, 2021			<u>\$64,577,358.32</u>

*Exhibit II. The accompanying Notes to the Financial Statements are an integral part of this statement.*

**EXHIBIT II – COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN  
FUND BALANCES/STATEMENT OF ACTIVITIES POSITION – GOVERNMENTAL FUNDS  
FOR FISCAL YEAR ENDED AUGUST 31, 2021**

Capital Assets Adjustments	Long-Term Liabilities Adjustments	Other Adjustments	Statement of Activities
\$ -	\$ -	\$ -	\$ 17,504,181.00
-	-	-	5,004,306.85
-	-	-	11,740,865.38
-	-	-	299,217.95
-	-	-	55,744,776.62
-	-	-	126,600.20
-	-	-	207,780.03
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 90,627,728.03</u>
\$ -	\$ (23,847.87)	\$ -	\$ 23,013,443.41
-	-	-	6,219,825.46
-	-	-	2,212,310.68
-	-	-	117,572.83
-	-	-	303,217.73
-	-	-	1,520,702.73
-	-	-	1,086,219.77
-	-	-	29,975.92
-	-	-	4,848.03
-	-	-	174,177.81
-	-	-	33,271,764.19
-	-	-	4,195,500.00
-	-	-	25,861,912.15
(10,198.00)	-	-	-
200,088.52	-	-	200,088.52
<u>\$ 189,890.52</u>	<u>\$ (23,847.87)</u>	<u>\$ -</u>	<u>\$ 98,211,559.23</u>
<u>\$ (189,890.52)</u>	<u>\$ 23,847.87</u>	<u>\$ -</u>	<u>\$ (7,583,831.20)</u>
\$ -	\$ -	\$ -	\$ 5,936,173.63
-	-	-	(2,497,668.42)
(3,437.80)	-	-	(3,437.80)
<u>\$ (3,437.80)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,435,067.41</u>
			<u>\$ (4,148,763.79)</u>
			\$ 71,468,822.53
			(24,737.22)
			<u>\$ 71,444,085.31</u>
			(2,887,443.65)
			<u>\$ 64,407,877.87</u>
\$ (193,328.32)	\$ 23,847.87	\$ -	\$ 64,407,877.87
488,507.89	(3,386,489.96)	-	(2,897,982.07)
-	-	-	-
<u>488,507.89</u>	<u>(3,386,489.96)</u>	<u>-</u>	<u>(2,897,982.07)</u>
<u>\$ 295,179.57</u>	<u>\$ (3,362,642.09)</u>	<u>\$ -</u>	<u>\$ 61,509,895.80</u>

*Exhibit II. The accompanying Notes to the Financial Statements are an integral part of this statement.*

## NOTES TO THE FINANCIAL STATEMENTS

### **Note 1: Summary of Significant Accounting Policies**

#### **Entity**

The Office of Court Administration (OCA) is an agency of the State of Texas and its financial records comply with state statutes and regulations. This includes compliance with the Texas Comptroller of Public Accounts' Reporting Requirements for State Agencies.

The Office of Court Administration of the Texas Judicial System was created by the Sixty-fifth Legislature, which authorized the Office to operate in conjunction with the existing Texas Judicial Council. This legislation established a multi-purpose agency to operate under the supervision of the Texas Supreme Court. The Office of Court Administration and the Texas Judicial Council, a blended component unit, and their respective duties are discussed in detail in the Addendum to this report.

The Office of Court Administration has identified no discrete component units, which require disclosure.

Due to the statewide requirements embedded in Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, the Comptroller of Public Accounts does not require the accompanying annual financial report comply with all the requirements in this statement. The financial report will be considered for audit by the State Auditor as part of the audit of the *State of Texas Comprehensive Annual Financial Report*; therefore, an opinion has not been expressed on the financial statements and related information contained in this report.

#### **Fund Structure**

The accompanying financial statements are presented on the basis of funds and account groups, each of which is considered a separate accounting entity.

#### ***Governmental Fund Types and Government-wide Adjustment Fund Types***

##### **General Funds (GAAP FT01)**

The General Revenue Fund (0001) is the principal operating fund used to account for most of the state's general activities. It accounts for all financial resources except those accounted for in the other funds.

The Fair Defense Fund (5073) is used by the Texas Indigent Defense Commission to provide financial and technical support to counties to develop and maintain quality, cost-effective indigent defense systems.

The Statewide Electronic Filing System Fund (5157) is appropriated to the OCA to support a statewide electronic filing technology system for the courts in Texas.

##### **Special Revenue Funds (GAAP FT02)**

Texas Forensic Science Commission Special Revenue Funds (5173) to provide for the administration and enforcement of forensic analyst licensing, crime lab accreditation, and other forensic programs.

##### **Capital Assets Adjustment Fund Type**

Capital Asset Adjustment Fund will be used to convert governmental fund types' capital assets from modified accrual to full accrual.

Long-term Liabilities Adjustment Fund Type

Long-Term Liabilities Adjustment Fund will be used to convert governmental fund types' debt from modified accrual to full accrual.

***Fiduciary Fund Types***

Agency Funds

Agency funds are used to account for assets held temporarily on the behalf of other government entities, and/or other funds. These funds are custodial in nature and do not involve measurement of results of operations.

***Component Units***

The Office of Court Administration (OCA) operates in conjunction with the Texas Judicial Council as a blended component unit. Additional information regarding the relationship between OCA and the Council can be found in Note 19.

***Basis of Accounting***

The basis of accounting determines when revenues and expenditures or expenses are recognized in the accounts reported in the financial statements. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

Governmental fund types that build the fund financial statements are accounted for using the modified accrual method basis of accounting. Under the modified accrual method, revenues are recognized in the period in which they become both measurable and available to finance operations of the fiscal year or liquidate liabilities existing at fiscal year-end.

The State of Texas considers receivables collected within sixty days after year-end to be available and recognizes them as revenues of the current year for Fund Financial Statements prepared on the modified basis of accrual. Expenditures and other uses of financial resources are recognized when the related liability is incurred.

Governmental adjustment fund types that will build the government-wide financial statements are accounted for using the full accrual method of accounting. Activities included in these fund types are: capital assets, accumulated depreciation, unpaid employee compensable leave, the un-matured debt service (principal and interest) on general long-term liabilities, long-term capital leases, long-term claims and judgments, and full accrual revenues and expenses.

**Budgets and Budgetary Accounting**

The budget is prepared biennially and represents appropriations authorized by the legislature and approved by the governor (the General Appropriations Act).

Unencumbered appropriations balances are subject to transfer forward to the following year within the biennium if authority exists; are generally subject to lapse 60 days after the end of the fiscal year for which they were appropriated.

**Assets, Liabilities, and Fund Balances/Net Assets**

**ASSETS**Cash and Cash Equivalents

Cash and cash equivalents include highly liquid assets.

Inventories and Prepaid Items

Inventories include consumable supplies and postage on hand at year-end. Inventories are valued at cost, generally using the last-in, first-out method. The consumption method of accounting is used to account for inventories and prepaid items that appear in governmental fund types. The cost of these items is expensed when the items are used or consumed.

Current Receivables & Non-Current Receivables

Other receivables include year-end revenue accruals. This account can appear in governmental and proprietary fund types.

Capital Assets

Assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year should be capitalized. These assets are capitalized at cost or, if not purchased, at appraised fair value as of the date of acquisition. Purchases of assets by governmental funds are reported as expenditures. Depreciation is reported on all "exhaustible" assets. Assets are depreciated over the estimated useful life of the asset using the straight-line method.

**LIABILITIES**Accounts Payable

Accounts Payable represents the liability for the value of assets or services received at the balance sheet date for which payment is pending.

Employees' Compensable Leave

Employees' Compensable Leave Balances represent the liability that becomes "due" upon the occurrence of relevant events such as resignations, retirements, and uses of leave balances by covered employees. Liabilities are reported separately as either current or noncurrent in the statement of net assets.

**FUND BALANCE/NET POSITION**

The difference between fund assets and liabilities is 'Net Assets' on the government-wide, proprietary and fiduciary fund statements, and the 'Fund Balance' is the difference between fund assets and liabilities on the governmental fund statements.

Fund Balance Components

Fund balances for governmental funds are classified as non-spendable, restricted, committed, assigned or unassigned in the fund financial statements.

**Non-spendable fund balance** includes amounts not available to be spent because they are either not in a spendable form (inventories) or they are legally or contractually required to be maintained intact.

**Restricted fund balance** includes those resources that have constraints placed on their use through external parties or by law through constitutional provisions.

**Committed fund balance** can be used only for specific purposes pursuant to constraints

imposed by a formal action of the Texas Legislature, the State's highest level of decision-making authority.

**Assigned fund balance** includes amounts constrained by the state's intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by either the Texas Legislature or by a body (for example, a budget or finance committee) or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes.

**Unassigned fund balance** is the residual classification for the general fund. This classification represents fund balance that was not assigned to other funds and was not restricted, committed or assigned to specific purposes within the general fund.

*Invested in Capital Assets, Net of Related Debt*

Invested in Capital Assets, Net of Related Debt, consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bond, notes and other debt that are attributed to the acquisition, construction or improvement of those assets.

*Restricted Net Assets*

Restricted net assets result when constraints placed on net asset use are either externally imposed by creditors, grantors, contributors and the like or imposed by law through constitutional provisions or enabling legislation.

*Unrestricted Net Assets*

Unrestricted Net Assets consist of net assets that do not meet the definition of the two preceding categories. Unrestricted Net Assets often have constraints on resources that are imposed by management but can be removed or modified.

***INTERFUND TRANSACTIONS AND BALANCES***

The agency has the following types of transactions among funds:

- (1) Transfers: Legally required transfers that are reported when incurred as 'Transfers In' by the recipient fund and as 'Transfers Out' by the disbursing fund.
- (2) Reimbursements: Reimbursements of expenditures made by one fund for another that are recorded as expenditures in the reimbursing fund and as a reduction of expenditures in the reimbursed fund. Reimbursements are not displayed in the financial statements.
- (3) Interfund receivables and payables: Interfund loans are reported as interfund receivables and payables. If repayment is due during the current year or soon thereafter it is classified as "Current", repayment of two (or more) years is classified as "Non-current".
- (4) Interfund Sales and Purchases – Charges or collections for services rendered by one fund to another that are recorded as revenues of the recipient fund (interfund services provided) and expenditures or expenses of the disbursing fund (interfund services used).

The composition of the agency's interfund activities and transactions are presented in Note 12, when required.

## Note 2: Capital Assets

A summary of changes in Capital Assets for the year ended August 31, 2021, is presented below:

Category	PRIMARY GOVERNMENT							Balance 8/31/2021
	Balance 9/1/2020	Adjustmen ts	Completed CIP	Reclass. Incr- Int'agy	Reclass. Decr- Int'agy	Additions	Deletions	
<b>GOVERNMENTAL ACTIVITIES</b>								
<b>Depreciable Assets</b>								
Furniture and Equipment	2,029,216.40	-	-	-	-	10,198.00	(74,169.01)	1,965,245.39
Total Depreciable Assets at Historical	2,029,216.40	-	-	-	-	10,198.00	(74,169.01)	1,965,245.39
Less Accumulated Depreciation for:								
Furniture and Equipment	(1,738,385.76)	-	-	-	-	(132,313.60)	70,731.21	(1,799,968.15)
Total Accumulated Depreciation	(1,738,385.76)	-	-	-	-	(132,313.60)	70,731.21	(1,799,968.15)
Depreciable Assets, Net	290,830.64	-	-	-	-	(122,115.60)	(3,437.80)	165,277.24
<b>Intangible Capital Assets - Amortizable</b>								
Computer Software	3,736,169.37	-	-	-	-	-	-	3,736,169.37
Total Intangible Assets at Historical Cost	3,736,169.37	-	-	-	-	-	-	3,736,169.37
Less Accumulated Amortization for:								
Computer Software	(3,538,492.12)	-	-	-	-	(67,774.92)	-	(3,606,267.04)
Total Accumulated Amortization	(3,538,492.12)	-	-	-	-	(67,774.92)	-	(3,606,267.04)
Amortizable Assets, Net	197,677.25	-	-	-	-	(67,774.92)	-	129,902.33
<b>Governmental Activities Capital Assets, Net</b>	488,507.89	-	-	-	-	(189,890.52)	(3,437.80)	295,179.57

## Note 3: Deposits, Investments, & Repurchase Agreements

The Office of Court Administration is not authorized by statute to make any type of investments. Therefore, there were no violations of legal provisions during the period.

### Deposits of Cash in Bank

As of August 31, 2021, the carrying amount of deposits was \$9,000.00 for Cash in Bank as presented below.

#### **Governmental and Business-Type Activities**

CASH IN BANK – CARRYING VALUE	\$9,000.00
Less: Certificates of Deposit included in carrying value and reported as Cash Equivalent	0.00
Less: Un-invested Securities Lending Cash Collateral included in carrying amount and reported as Securities Lending Collateral	0.00
Less: Securities Lending CD Collateral included in carrying value and reported as Securities Lending Collateral	0.00
Cash in Bank per AFR	\$9,000.00
Governmental Funds Current Assets Cash in Bank	\$9,000.00

#### **Fiduciary Funds**

Cash in Bank not applicable to the Office of Court Administration	N/A
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#### **Discrete Component Unit**

Cash in Bank not applicable to the Office of Court Administration	N/A
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The agency's cash in bank balance is not subject to custodial credit risk or foreign currency.

**Investments, Reverse Repurchase Agreements, Securities Lending, and Derivatives**

Not applicable to the Office of Court Administration.

**Note 4: Short-Term Debt**

Not applicable to this agency.

**Note 5: Summary of Long-Term Liabilities**

**Changes in Long-Term Liabilities**

During the year ended August 31, 2021, the following changes occurred in liabilities.

Governmental Activities	Balance 09-01-20	Additions	Reductions	Other Adjustments	Balance 08-31-21
Employee's Compensable Leave	\$3,386,489.96	2,003,608.96	1,604,516.21	422,940.62	\$3,362,642.09
<b>Total Governmental Activities</b>	<b>\$3,386,489.96</b>	<b>2,003,608.96</b>	<b>1,604,516.21</b>	<b>-422,940.62</b>	<b>\$3,362,642.09</b>

Current Liability (Due within One Year): \$1,609,989.73

Non-current Liability (Due Thereafter): \$1,752,652.36

**Employees' Compensable Leave**

If a state employee had continuous employment with the state for at least six months, the state employee is entitled to be paid for all unused vacation time accrued in the event of the employee's resignation, dismissal or separation from state employment.

Expenditures for accumulated annual leave balances are recognized in the period paid or taken in governmental fund types. For these fund types, the liability for unpaid benefits is recorded in the statement of net position. Both an expense and a liability for business-type activities are recorded in the proprietary funds as the benefits accrue to employees. No liability is recorded for non-vesting employees accumulating rights to receive sick pay benefits. This obligation is usually paid from the same funding source(s) from which the employee's salary or wage compensation was paid.

**Note 6: Bonded Indebtedness**

Not applicable to this agency.

**Note 7: Derivative Instruments**

Not applicable to this agency.

**Note 8: Leases****Operating Lease Payments**

Included in the expenditures reported in the financial statements are the following amounts of rent paid or due under the operating lease obligations:

**Total Current Year Expenditures: \$13,616.74**

Future minimum lease rental payments under non-cancelable operating leases having an initial term in excess of one year are as follows:

	Minimum Lease Payment
Year Ending August 31, 2022	\$11,771.40
Year Ending August 31, 2023	\$11,771.40
Year Ending August 31, 2024	\$11,771.40
Year Ending August 31, 2025	\$321.30
<b>Total Minimum Future Lease Rental Payments</b>	<b>\$35,635.50</b>

**Note 9: Pension Plans (administering agencies only)**

Not applicable to this agency

**Note 10: Deferred Compensation (administering agencies only)**

Not applicable to this agency.

**Note 11: Post Employment Health Care and Life Insurance Benefits (UT, A&M, TRS, and ERS only)**

Not applicable to this agency.

**Note 12: Interfund Activity and Transactions**

As explained in Note 1 on Interfund Transactions and Balances, there are various types of transactions between funds and agencies. The OCA experienced routine transfers with other state agencies that were consistent with the activities of the fund making the transfer. Repayment of interfund balances will occur within one year from the date of the financial statement.

Individual balances and activity as of August 31, 2021, follows:

Required Note 12 Presentation: Interfund Receivables and Payables – Current			
Current Portion	C-Interfund Receivable	C-Interfund Payable	Purpose
GENERAL REVENUE (01)			

Appd Fund 0001, D23 Fund 0001	0.00	4,500.00	Expenditure transfer
SPECIAL REVENUE (02)			
Appd Fund 5173, D23 Fund 5173	0.00	(4,500.00)	Expenditure Transfer
<b>Total Interfund Receivable/Payable</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Required Note 12 Presentation: Interfund Receivables and Payables – Non-current (NC)**

Non-Current Portion	NC-Interfund Receivable	NC-Interfund Payable	Purpose
GENERAL REVENUE (01)	0.00	0.00	N/A
SPECIAL REVENUE (02)	0.00	0.00	N/A
ENTERPRISE FUND (05)	0.00	0.00	N/A
<b>Total Interfund Receivable/Payable</b>	<b>0.00</b>	<b>0.00</b>	<b>N/A</b>

**Note 13: Continuance Subject to Review**

The Office of Court Administration is not subject to Sunset review. However, the Judicial Branch Certification Commission (JBCC) created effective September 1, 2014, is subject to Sunset Review but may not be abolished. The review shall be conducted as if the Commission were scheduled to be abolished by September 1, 2023.

**Note 14: Adjustments to Fund Balance/Net Assets**

During fiscal 2021, certain accounting changes and adjustments were made that required the restatement of fund balances or net position. The restatements are presented below.

**Fund Balance and Net Position for 2021**

	General Funds	Special Revenue Funds	Total
Fund Bal/Net Position 09/01/2020	\$71,336,855.41	\$131,967.12	\$71,468,822.53
Current Year's Restatements	(24,737.22)	0.00	(24,737.22)
<b>Fund Bal/Net Position 09/01/2020 as Restated</b>	<b>\$71,312,118.19</b>	<b>\$131,967.12</b>	<b>\$71,444,085.31</b>

**Note 15: Contingencies and Commitments**

The agency has no contingent liabilities or commitments at this time.

**Note 16: Subsequent Events**

Not applicable to this agency.

**Note 17: Risk Management**

The agency has no probable risk of loss to report.

**Note 18: Management Discussion and Analysis (Material Changes to AFR)**

The agency has no material changes to report.

**Note 19: The Financial Reporting Entity**

**The Financial Reporting Entity**

As required by generally accepted accounting principles, the financial statements represent the Office of Court Administration and the Texas Judicial Council.

**Individual Component Unit Disclosures - Blended Component Unit**

Chapter 71 of the Government Code classifies the Texas Judicial Council as a “state agency”, however; the Council is not appropriated any funds. The Office of Court Administration reimburses Council members for travel and other expenses while they are performing official duties, but they are not compensated for their services. The Addendum to this report outlines the duties of the Office of Court Administration and the Texas Judicial Council.

**Note 20: Stewardship, Compliance and Accountability**

Not applicable to this agency.

**Note 21: N/A**

Not applicable to this agency.

**Note 22: Donor-Restricted Endowments**

Not applicable to this agency.

**Note 23: Extraordinary and Special Items**

**Operation Lone Star**

Governor Abbott launched Operation Lone Star in March 2021 to respond to a rise in smuggling of people and drugs into Texas and issued a disaster declaration on May 31, 2021, along the Texas southern border in response to the border crisis, providing more resources and strategies to combat the ongoing influx of unlawful immigrants. The May declaration directed the Department of Public Safety to “use available resources to enforce all applicable federal and state laws to prevent the criminal activity along the border, including criminal trespassing, smuggling, and human trafficking, and to assist Texas counties in their efforts to address those criminal activities.” Today, 43 counties are part of the disaster declaration.

The Office of Court Administration, the Indigent Defense Commission, and the Judiciary section of the Comptroller’s office were contacted by the Governor’s Office to assist with the coordination of

magistration services, legal representation and language services for individuals arrested under Operation Lone Star.

The Office of the Governor awarded a disaster and deficiency grant in the amount of approximately \$2.2 million to the OCA and TIDC on August 17, 2021, to cover costs associated with Operation Lone Star. These costs include providing grants for indigent defense, immigration consultation, language interpretation services, staff to administer and provide court services during the magistration process, and to provide judicial matter expertise at the State Operations Center. Funds were also provided to the Comptroller Judiciary section to pay for magistration by visiting judges. During the second called legislative session, the enactment of HB 9 provided additional funding in the amount of \$32.5 million for continuation of the above listed services through the 2022-2023 biennium.

**Note 24: Disaggregation of Receivable and Payable Balances**

Not applicable to this agency.

**Note 25: Termination Benefits**

The agency does not have any termination benefits to report.

**Note 26: Segment Information**

Not applicable to this agency.

**Note 27: Service Concession Arrangements**

Not applicable to this agency.

**Note 28: Deferred Outflows and Deferred Inflows of Resources**

Not applicable to this agency.

**Note 29: Troubled Debt Restructuring**

Not applicable to this agency

**Note 30: Non-Exchange Financial Guarantees**

Not applicable to this agency.

**Note 31: Tax Abatements**

Not applicable to this agency.

**Note 32: Fund Balances**

The agency does not have any fund balances being classified as anything other than the default.

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## EXHIBIT A-1 – COMBING BALANCE SHEET – ALL GENERAL AND CONSOLIDATED FUNDS AUGUST 31, 2021 (UNAUDITED)

	General Fund 1 (0001) U/F (0001)*	Consolidated Fund 1 (0001) U/F (5157)	Consolidated Fund 2 (5073) U/F (5073)	Total
<b>ASSETS</b>				
Current Assets:				
Cash and Cash Equivalents				
Cash on Hand	\$ -	\$ -	\$ -	\$ -
Cash in Bank	9,000.00	-	-	9,000.00
Cash in State Treasury	200.00	22,866,024.01	39,571,141.62	62,437,365.63
Legislative Appropriations	16,323,905.87	-	-	16,323,905.87
Due From Other Agencies	1,355,159.27	-	127,787.27	1,482,946.54
<b>Total Assets</b>	<b>\$ 17,688,265.14</b>	<b>\$ 22,866,024.01</b>	<b>\$ 39,698,928.89</b>	<b>\$ 80,253,218.04</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Deferred Outflows of Resources	\$ -	\$ -	\$ -	\$ -
<b>Total Deferred Outflows of Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>				
<b>Liabilities</b>				
Current Liabilities:				
Payables from:				
Accounts	\$ 162,453.01	\$ 10,312,348.50	\$ 234,753.01	\$ 10,709,554.52
Payroll	2,533,515.83	9,935.62	118,584.74	2,662,036.19
Due To Other Agencies	1,945,669.99	-	636,363.71	2,582,033.70
Interfund Payable	(4,500.00)	-	-	(4,500.00)
Other Current Liabilities	(11,145.00)	-	-	(11,145.00)
<b>Total Liabilities</b>	<b>\$ 4,625,993.83</b>	<b>\$ 10,322,284.12</b>	<b>\$ 989,701.46</b>	<b>\$ 15,937,979.41</b>
<b>Fund Balances (Deficits):</b>				
Committed	\$ -	\$ 12,543,739.89	\$ 38,709,227.43	\$ 51,252,967.32
Unassigned	13,062,271.31	-	-	13,062,271.31
<b>Total Fund Balances</b>	<b>\$ 13,062,271.31</b>	<b>\$ 12,543,739.89</b>	<b>\$ 38,709,227.43</b>	<b>\$ 64,315,238.63</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balances</b>	<b>\$ 17,688,265.14</b>	<b>\$ 22,866,024.01</b>	<b>\$ 39,698,928.89</b>	<b>\$ 80,253,218.04</b>

\*Includes U/F 8070 Child Support Deductions & 0980 Correction Acct-Direct Deposit

**EXHIBIT B-1 – COMBING BALANCE SHEET – SPECIAL REVENUE FUNDS  
AUGUST 31, 2021 (UNAUDITED)**

	<b>Special Revenue Fund 1 (5173) U/F (5173)</b>		<b>Totals</b>
	<hr/>		<hr/>
<b>ASSETS</b>			
Current Assets:			
Cash and Cash Equivalents			
Cash on Hand	\$		\$
Cash in Bank			
Cash in State Treasury	\$	280,212.39	\$ 280,212.39
Legislative Appropriations			
Due From Other Agencies			
<b>Total Assets</b>	<b>\$</b>	<b>280,212.39</b>	<b>\$ 280,212.39</b>
	<hr/>		<hr/>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Outflows of Resources	\$	-	\$ -
<b>Total Deferred Outflows of Resources</b>	<b>\$</b>	<b>-</b>	<b>\$ -</b>
	<hr/>		<hr/>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
<b>Liabilities</b>			
Current Liabilities:			
Payables from:			
Accounts	\$	13,592.70	\$ 13,592.70
Payroll		-	-
Due To Other Agencies		-	-
Interfund Payable		4,500.00	4,500.00
Other Current Liabilities		-	-
<b>Total Liabilities</b>	<b>\$</b>	<b>18,092.70</b>	<b>\$ 18,092.70</b>
	<hr/>		<hr/>
<b>Fund Balances (Deficits):</b>			
Restricted	\$	262,119.69	\$ 262,119.69
Committed			
<b>Total Fund Balances</b>	<b>\$</b>	<b>262,119.69</b>	<b>\$ 262,119.69</b>
	<hr/>		<hr/>
<b>Total Liabilities, Deferred Inflows of Resources</b>	<b>\$</b>	<b>280,212.39</b>	<b>\$ 280,212.39</b>
	<hr/>		<hr/>

**EXHIBIT A-2 – COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES – ALL GENERAL AND CONSOLIDATED FUNDS  
FOR THE FISCAL YEAR ENDED AUGUST 31, 2021 (UNAUDITED)**

	General Fund 1 (0001) U/F (0001)*	Consolidated Fund 2 (0001) U/F (5157)	Consolidated Fund 3 (5073) U/F (5073)	Consolidated Fund 4 (0325) U/F (0325)	Total
<b>REVENUES</b>					
Legislative Appropriations					
Original Appropriations (GR)	\$ 17,504,181.00	\$ -	\$ -	\$ -	\$ 17,504,181.00
Additional Appropriations (GR)	5,004,306.85	-	-	-	5,004,306.85
Federal Grant Pass-Through Revenue (GR)	7,390,132.70	-	132,732.68	4,218,000.00	11,740,865.38
State Grant Pass-Through Revenue (GR)	299,217.95	-	-	-	299,217.95
License, Fees & Permits (PR)	16,846.45	23,063,025.48	32,495,237.80	-	55,575,109.73
Sales of Goods and Services (PR)	126,600.20	-	-	-	126,600.20
Other (PR - Chg for Serv, Operating or Capital)	207,780.03	-	-	-	207,780.03
<b>Total Revenues</b>	<b>\$ 30,549,065.18</b>	<b>\$ 23,063,025.48</b>	<b>\$ 32,627,970.48</b>	<b>\$ 4,218,000.00</b>	<b>\$ 90,458,061.14</b>
<b>EXPENDITURES</b>					
Salaries and Wages	\$ 21,772,616.65	\$ 105,500.08	\$ 1,154,674.55	\$ -	\$ 23,032,791.28
Payroll Related Costs	5,870,165.04	29,831.39	319,829.03	-	6,219,825.46
Professional Fees and Services	1,186,511.50	1,005,075.85	1,243.53	-	2,192,830.88
Travel	114,197.82	-	3,375.01	-	117,572.83
Materials and Supplies	554,774.50	(262,200.00)	859.36	-	293,433.86
Communication and Utilities	574,780.90	761,727.80	182,802.69	-	1,519,311.39
Repairs and Maintenance	1,086,070.77	-	149.00	-	1,086,219.77
Rentals and Leases	28,831.24	-	1,144.68	-	29,975.92
Printing and Reproduction	2,108.03	-	2,740.00	-	4,848.03
State Grant Pass-Through Expenditures	-	-	174,177.81	-	174,177.81
Intergovernmental Payments	-	-	33,249,264.19	22,500.00	33,271,764.19
Public Assistance Payments	-	-	-	4,195,500.00	4,195,500.00
Other Expenditures	332,223.03	24,745,733.76	779,596.05	-	25,857,552.84
Capital Outlay	10,198.00	-	-	-	10,198.00
<b>Total Expenditures</b>	<b>\$ 31,532,477.48</b>	<b>\$ 26,385,668.88</b>	<b>\$ 35,869,855.90</b>	<b>\$ 4,218,000.00</b>	<b>\$ 98,006,002.26</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (983,412.30)</b>	<b>\$ (3,322,643.40)</b>	<b>\$ (3,241,885.42)</b>	<b>\$ -</b>	<b>\$ (7,547,941.12)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	\$ 7,677.05	\$ 1,530.00	\$ 5,926,966.58	\$ -	\$ 5,936,173.63
Transfers Out	35,051.17	(2,040.00)	(2,530,679.59)	-	(2,497,668.42)
Legislative Transfers In	-	-	-	-	-
Legislative Transfers Out	-	-	-	-	-
Appropriations Lapsed	(2,887,443.65)	-	-	-	(2,887,443.65)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ (2,844,715.43)</b>	<b>\$ (510.00)</b>	<b>\$ 3,396,286.99</b>	<b>\$ -</b>	<b>\$ 551,061.56</b>
<b>Net Change in Fund Balances</b>	<b>\$ (3,828,127.73)</b>	<b>\$ (3,323,153.40)</b>	<b>\$ 154,401.57</b>	<b>\$ -</b>	<b>\$ (6,996,879.56)</b>
<b>Fund Financial Statement - Fund Balances</b>					
Fund Balances, September 1, 2020	\$ 16,915,136.26	\$ 15,866,893.29	\$ 38,554,825.86	\$ -	\$ 71,336,855.41
Restatements	(24,737.22)	-	-	-	(24,737.22)
Fund Balances, September 1, 2020, as Restated	16,890,399.04	15,866,893.29	38,554,825.86	-	71,312,118.19
Fund Balances, August 31, 2021	<b>\$ 13,062,271.31</b>	<b>\$ 12,543,739.89</b>	<b>\$ 38,709,227.43</b>	<b>\$ -</b>	<b>\$ 64,315,238.63</b>

**EXHIBIT B-2 – COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – SPECIAL REVENUE FUNDS  
FOR THE FISCAL YEAR ENDED AUGUST 31, 2021 (UNAUDITED)**

	<b>Special Revenue Fund 1 (5173)</b>		
	<b>U/F (5173)</b>		<b>Totals</b>
<b>REVENUES</b>			
License, Fees & Permits (PR)	\$ 169,666.89	\$	169,666.89
Total Revenues	\$ 169,666.89	\$	169,666.89
<b>EXPENDITURES</b>			
Salaries and Wages	\$ 4,500.00	\$	4,500.00
Payroll Related Costs	-		-
Professional Fees and Services	19,479.80		19,479.80
Materials and Supplies	9,783.87		9,783.87
Communication and Utilities	1,391.34		1,391.34
Other Expenditures	4,359.31		4,359.31
Total Expenditures	\$ 39,514.32	\$	39,514.32
Excess (Deficiency) of Revenues over (under) Expenditures	\$ 130,152.57	\$	130,152.57
Net Change in Fund Balances	\$ 130,152.57	\$	130,152.57
<b>Fund Financial Statement - Fund Balances</b>			
Fund Balances, September 1, 2020	\$ 131,967.12	\$	131,967.12
Restatements	-		-
Fund Balances, September 1, 2020, as Restated	\$ 131,967.12	\$	131,967.12
Appropriations Lapsed	-		-
Fund Balances, August 31, 2021	\$ 262,119.69	\$	262,119.69

## SCHEDULE 1A – SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (SEFA) FOR THE FISCAL YEAR ENDED AUGUST 31, 2021 (UNAUDITED)

FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/ PROGRAM TITLE	FEDERAL CFDA Number	NSE Name/ <i>Identifying</i> <i>Number</i>	Pass-Through From			Direct Program Amount	Total PT From and Direct Prog. Amount	Total PT To and Expenditures Amount
			Agency No.	State Agencies Amount	Non-State Entities Amount			
<b>U.S. Department of the Treasury</b>								
<u>Pass-Through From:</u>								
COVID-19 - Coronavirus Relief Fund	21.019						4,218,000.00	4,218,000.00
<u>Pass-Through From:</u>								
<i>Governor - Fiscal</i>			300	4,218,000.00				
Totals - U.S. Department of the Treasury				<u>4,218,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,218,000.00</u>	<u>4,218,000.00</u>
<b>U.S. Department of Health and Human Services</b>								
<u>Pass-Through From:</u>								
Child Support Enhancement	93.563						7,098,182.48	7,098,182.48
<u>Pass-Through From:</u>								
<i>Attorney General</i>			302	7,098,182.48				
State Court Improvement Program	93.586						197,041.52	197,041.52
<u>Pass-Through From:</u>								
<i>Supreme Court</i>			201	197,041.52				
Totals - U.S. Department of Health and Human Services				<u>7,295,224.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,295,224.00</u>	<u>7,295,224.00</u>
<b>U.S. Department of Justice</b>								
<u>Pass-Through From:</u>								
Edward Byrne Memorial Justice Assistance Grant Prc	16.738						227,641.38	227,641.38
<u>Pass-Through From:</u>								
<i>Governor - Fiscal</i>			300	227,641.38				
Totals - U.S. Department of Justice				<u>227,641.38</u>	<u>0.00</u>	<u>0.00</u>	<u>227,641.38</u>	<u>227,641.38</u>
<b>Total Expenditures of Federal Awards</b>				<u>11,740,865.38</u>	<u>0.00</u>	<u>0.00</u>	<u>11,740,865.38</u>	<u>11,740,865.38</u>

## SCHEDULE 1A – SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (SEFA) FOR THE FISCAL YEAR ENDED AUGUST 31, 2021

### NOTES TO SEFA:

Note 1 - Non-Monetary Assistance

Not applicable to the Office of Court Administration.

Note 2 - Reconciliation

Per Combined Statement of Revenues, Expenditures  
and Changes in Fund Balance - Governmental Funds:

Federal Revenue

-

Federal Pass-Through Revenue

11,740,865.38

**Total Federal Revenue and Federal Pass-Through Revenue**

**11,740,865.38**

#### RECONCILING ITEMS:

None

0.00

**Total Pass-Through and Expenditures Per SEFA**

**11,740,865.38**

Note 3a - Student Loans Processed and Administrative Cost Recovered

Not applicable to the Office of Court Administration.

Note 3b - Federally Funded Loans Processed and Administrative Costs Recovered

Not applicable to the Office of Court Administration.

Note 4 - N/A

Note 5 - Unemployment Insurance Funds

Not applicable to the Office of Court Administration.

Note 6 - Rebates for the Special Supplemental Food Program for Women, Infant & Children

Not applicable to the Office of Court Administration.

Note 7 - Federal Deferred Revenue

Not applicable to the Office of Court Administration.

Note 8 - Disaster Grants - Public Assistance (CFDA 97.036)

Not applicable to the Office of Court Administration.

Note 9 - Economic Adjustment Assistance (CFDA 11.307)

Not applicable to the Office of Court Administration.

Note 10 - 10% de Minimis Indirect Cost Rate

Not applicable to the Office of Court Administration.

Note 11 - Donations from Federal Assistance

Not applicable to the Office of Court Administration.

## SCHEDULE 1B—SCHEDULE OF STATE GRANT PASS-THROUGHS FOR THE YEAR ENDED AUGUST 31, 2021 (UNAUDITED)

Pass-through From:	Grant ID	Agency Number	Amount
<b>JCMH-OCA Technology Grant</b>	<b>201.0005</b>		
Supreme Court		201	69,349.42
			<u>69,349.42</u>
<b>Disaster Grants - General Revenue Fund 0001</b>	<b>300.0001</b>		
Governor - Fiscal		300	221,797.11
			<u>221,797.11</u>
<b>Criminal Justice Planning Grants - GR--D Fund 0421</b>	<b>300.0004</b>		
Governor - Fiscal		300	8,071.42
			<u>8,071.42</u>
<b>Total Pass-Through from Other Agencies (Exhibit II):</b>			<u><u>\$ 299,217.95</u></u>

Pass-through To:	Grant ID	Agency Number	Amount
<b>Caprock Regional Public Defender Office</b>	<b>212.0001</b>		
Texas Tech University		733	174,177.81
			<u>174,177.81</u>
<b>Total Pass-Through to Other Agencies (Exhibit II):</b>			<u><u>\$ 174,177.81</u></u>

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## ADDENDUM

### ***Organization and General Comments***

#### **Office of Court Administration**

The Office of Court Administration (OCA) provides resources and information for the efficient administration of the Judicial Branch of Texas. The agency was created in 1977 and operates under the direction of the Chief Justice of the Supreme Court of Texas.

The duties of the Office of Court Administration and its Administrative Director are set forth in Sections 72.011 - 72.027, Government Code, and include the following:

- (1) Assist the justices and judges in discharging their administrative duties.
- (2) Consult with the regional presiding judges and local administrative judges and assist them in discharging duties imposed by law or by a rule adopted by the supreme court.
- (3) Provide for the efficient administration of justice by consulting with and assisting court clerks, other court officers or employees, and clerks or other officers or employees of offices related to and serving a court.
- (4) Provide for uniform administration of the courts and efficient administration of justice by consulting with and making recommendations to administrators and coordinators of the courts.
- (5) Examine the judicial dockets, practices, and procedures of the courts and the administrative and business methods or systems used in the office of a clerk of a court or in an office related to and serving a court.
- (6) Recommend a necessary improvement to a method or system; a form or other document used to record judicial business; or any other change that will promote the efficient administration of justice.
- (7) Prepare an annual report of the activities of the office and publish it in the annual report of the Texas Judicial Council.
- (8) Under the supervision of the chief justice, implement a rule of administration or other rules adopted by the supreme court for the efficient administration of justice.
- (9) Perform other duties, as assigned by the supreme court or the chief justice of the supreme court.

<b><i>OCA Key Personnel</i></b>	<b><i>Position on August 31, 2021</i></b>
Mr. David Slayton	Administrative Director
Ms. Megan LaVoie	Public Affairs Director
Mr. Jeffrey Tsunekawa	Research and Court Services Director
Ms. María Elena Ramón	General Counsel, Interim Administrative Director
Ms. Jennifer Henry	Chief Financial Officer
Mr. Casey Kennedy	Information Services Director
Mr. Geoffrey Burkhart	Texas Indigent Defense Commission Director
Mr. Jeffrey Rinard	Judicial Certification Division Director
Ms. Lynn Garcia	Forensic Science Commission Director

## **Texas Judicial Council**

The OCA operates in conjunction with the Texas Judicial Council, which is the policy-making body for the state judiciary. The Council was created in 1929 by the 41st Legislature to continuously study and report on the organization and practices of the Texas judicial system.

The Council studies methods to simplify judicial procedures, expedite court business, and better administer justice. It examines the work accomplished by the courts and submits recommendations for improvement of the system to the Legislature, the Governor and the Supreme Court. The Council receives and considers input from judges, public officials, members of the bar, and citizens.

The Texas Judicial Council is comprised of twenty-two (22) members, sixteen (16) of whom are ex-officio and six (6) of whom are citizen members appointed by the Governor. Council members are not compensated for their services but are entitled to receive reimbursement for travel and other expenses incurred while in the performance of their official duties.

Members of the Texas Judicial Council as of August 31, 2021 are (terms served until a new member is appointed):

<b><u>Member</u></b>	<b><u>Position</u></b>
<b>Chair:</b> Hon. Nathan L. Hecht	Chief Justice, Supreme Court of Texas
<b>Vice-Chair:</b> Hon. Sharon Keller	Presiding Judge (PJ), Court of Criminal Appeals

### **Legislative Members:**

Hon. Brandon Creighton	State Senator, Conroe
Hon. Judith Zaffirini	State Senator, Laredo
Hon. Jeff Leach	State Representative, Allen
Hon. Reggie Smith	State Representative, Sherman

### **Judicial Members:**

Hon. Sherry Radack	Chief Justice, 1st Court of Appeals, Houston
Hon. Ken Wise	Justice, 14 <sup>th</sup> Court of Appeals, Houston
Hon. Emily Miskel	Judge, 470 <sup>th</sup> District Court, McKinney
Hon. Missy Medary	Judge, 347 <sup>th</sup> Judicial District Court, Corpus Christi; PJ – 5 <sup>th</sup> Region
Hon. Bill Gravell Jr.	Justice of the Peace Pct. 3, Williamson County
Hon. Valencia Nash	Justice of the Peace Pct. 1, Place 2, Dallas County
Hon. Kathleen Person	Judge, City of Temple Municipal Court, Temple
Hon. Maggie Sawyer	Justice of the Peace, McCulloch County, Brady
Hon. Edward J. Spillane, III	PJ, City of College Station
Hon. Claudia Laird	Judge, Montgomery County Court at Law No. 2, Conroe

### **Citizen Members:**

Mr. Kevin Bryant, Dallas	Non-Attorney
Ms. Sonia Clayton, Houston	Non-Attorney
Hon. Jon Gimble, Waco	Non-Attorney
Ms. Rachel Racz, Fort Worth	Non-Attorney
Mr. Kenneth S. Saks, San Antonio	Attorney
Mr. Evan Young, Austin	Attorney

## **Judicial Committee on Information Technology**

The Chief Justice of the Supreme Court of Texas appoints Judicial Committee on Information Technology (JCIT) members pursuant to Texas Government Code Section 77.012. The current membership includes these appointees:

### **Terms ending August 31, 2021:**

Hon. Rebecca Simmons, Former Justice, Fourth Court of Appeals, San Antonio  
Mr. Bob Wessels, Former Criminal Courts Administrator, Harris County  
Hon. David Escamilla, County Attorney, Travis County  
Hon. Dan Hinde, Attorney, Schiffer Hicks Johnson, Houston  
Hon. Laura Hinojosa, District Clerk, Hidalgo County  
Hon. Missy Medary, Judge, 347<sup>th</sup> District Court, Nueces County  
Ms. Cynthia Orr, Attorney, Goldstein, Goldstein, Hilley & Orr, San Antonio  
Hon. Brian Quinn, Chief Justice, Seventh Court of Appeals, Amarillo  
Mr. D. Todd Smith, Attorney, Austin  
Mr. Carlos R. Soltero, Attorney Austin  
Mr. Dean Stanzone, Director of Court Administration, Lubbock County  
Mr. Dennis Van Metre, Chief Technology Officer, Vinson & Elkins, Houston  
Hon. John Warren, County Clerk, Dallas County  
Mr. Edwards E. Wells, Jr., Court Manager, County Criminal Courts, Harris County

### **Non-voting liaison members, at the pleasure of the Chief Justice for terms expiring August 31, 2021:**

Hon. Jeffery S. Boyd, Justice, Supreme Court of Texas, Austin  
Mr. Miles Brissette, Attorney, Gill & Brissette, Tarrant County  
Hon. David Canales, Judge, 73rd District Court, Bexar County  
Hon. Anne Marie Carruth, Justice of the Peace, Lubbock County  
Hon. Judy Crawford, County Clerk, Crane County  
Hon. Giovanni Capriglione, State Representative, District 98, Keller  
Ms. Annie Rebecca Elliott, Court Coordinator, 434th District Court, Fort Bend County  
Hon. Roy Ferguson, Judge, 394th District Court, Brewster County  
Ms. Laura Garcia, Texas Association of Counties  
Mr. Doug Gowin, Operations Manager, Tarrant County  
Ms. Jessica Griffith, JP Functional Analyst, Collin County  
Hon. Blake Hawthorne, Clerk, Supreme Court of Texas, Austin  
Ms. Tracy Hopper, IT Administrator, Harris County  
Mr. Gary Hutton, Former JP and Court Administrator, Bexar County  
Mr. Roland Johnson, Attorney, Fort Worth  
Hon. Jennifer Lindenzweig, County Clerk, Hunt County  
Ms. Karen Miller, Executive Director, Texas Legal Services Center  
Hon. Velva Price, District Clerk, Travis County  
Hon. Russ Ridgway, JP Precinct 5, Place 1, Harris County  
Hon. Nancy E. Rister, District Clerk, Williamson County  
Ms. Sian Schilhab, General Counsel, Court of Criminal Appeals, Austin  
Mr. David Slayton, Administrative Director, Office of Court Administration, Austin  
Ms. Stephanie Sterling, State Bar of Texas, Paralegal Section  
Hon. Ralph Swearingin, JP Precinct 1, Tarrant County  
Mr. Mark Unger, The Unger Law Firm, San Antonio

Hon. Royce West, State Representative, District 23, Dallas  
 Hon. Kevin Yeary, Judge, Court of Criminal Appeals, Austin

Justice Simmons serves as Chair and Mr. Wessels as Vice-Chair of the Committee.

The Honorable Jeffery S. Boyd, Justice, Supreme Court of Texas, and the Honorable Kevin Yeary, Judge, Court of Criminal Appeals, serves as the Courts' liaisons.

### **Texas Indigent Defense Commission**

The Texas Indigent Defense Commission (TIDC) is led by the Honorable Sharon Keller, Presiding Judge of the Court of Criminal Appeals, and comprises five members appointed by the Governor and eight ex officio members. The Commission's work is carried out by 16 staff. The Commission is administratively attached to the Office of Court Administration. TIDC submits its legislative appropriations request and budget separately from the Office of Court Administration. TIDC's mission is protecting the right to counsel, improving public defense.

The **ex-officio members** of the Commission, as of August 31, 2021, are:

<b><i>Member</i></b>	<b><i>Position</i></b>
Hon. Sharon Keller	<b>Chair</b> , Presiding Judge, Court of Criminal Appeals
Hon. Nathan L. Hecht	Austin, Chief Justice of the Supreme Court
Hon. Brandon Creighton	Conroe, State Senator
Hon. Nicole Collier	Fort Worth, State Representative
Hon. Reggie Smith	Sherman, State Representative
Hon. Sherry Radack	Houston, Chief Justice, First Court of Appeal
Hon. Vivian Torres	Medina, County Court at Law Judge
Hon. John Whitmire	Houston, State Senator

The **members appointed by the Governor**, as of August 31, 2021, are:

<b><i>Member</i></b>	<b><i>Position</i></b>
Mr. Alex Bunin	Houston, Chief Public Defender, Harris County
Hon. Richard Evans	Bandera, Bandera County Judge
Hon. Missy Medary	Corpus Christi, Presiding Judge, 5 <sup>th</sup> Adm. Judicial
Hon. Valerie Covey	Georgetown, Commissioner Precinct 3
Mr. Gonzalo Rios, Jr.	San Angelo, Attorney, Gonzalo P Rios Jr Law Office

TIDC members receive no compensation for their services but are entitled to reimbursement of travel expenses while performing their official duties as members of the Commission.

### **Judicial Branch Certification Commission**

The Judicial Branch Certification Commission (JBCC) was established by the Texas Legislature during the 83rd Regular Session to promote government efficiency and create consistency across the regulated judicial professions. The nine-member commission is appointed by the Supreme Court of Texas. The core responsibility of the JBCC is the oversight of the certification, registration, and licensing of approximately 7139 court reporters and court reporting firms, guardians and guardianship programs, process servers, and licensed court interpreters. The JBCC team also registers all guardianships throughout Texas which includes training and criminal histories.

The Supreme Court of Texas appointed members to serve staggered terms on the Judicial Branch Certification Commission:

<b><i>Member</i></b>	<b><i>City</i></b>	<b><i>Term Expires</i></b>
Hon. Sid Harle, Chairman	San Antonio	2023
Hon. William Sowder, Vice-Chair	Lubbock	2027
Hon. Victor Villarreal	Laredo	2023
Hon. Glen Harrison	Sweetwater	2025
Hon. Polly Spencer	San Antonio	2025
Don D. Ford, Attorney	Houston	2025
Mr. Mark Blenden, Attorney	Dallas	2023
Ms. Ann Murray Moore, Attorney	Edinburg	2027
Ms. Velma Arellano, Court Reporter	Edinburg	2027

JBCC members receive no compensation for their services but are entitled to reimbursement of travel expenses while performing their official duties as members of the Commission.

### **Texas Forensic Science Commission**

The Texas Forensic Science Commission (TFSC) was established by the Texas Legislature during the 79<sup>th</sup> Regular Session to investigate allegations of professional negligence or professional misconduct that would substantially affect the integrity of the results of a forensic analysis conducted by an accredited laboratory. The Legislature also required the Commission to develop and implement a reporting system through which accredited laboratories may report professional negligence or misconduct and develop and implement a forensic analyst licensing program.

The nine-member commission is appointed by the Governor of Texas. The core responsibilities of the TFSC are accreditation of crime laboratories operating in the State of Texas; processing and reviewing complaints and instances of self-reported laboratory non-conformities; and licensing of forensic analysts, technicians and biological screeners.

The Governor of Texas appointed 9 members (one prosecutor, one defense attorney, and nine scientists) to serve staggered terms on the Commission:

<b><u>MEMBER</u></b>	<b><u>CITY</u></b>	<b><u>EXPIRES</u></b>
Dr. Jeffrey Barnard, Chair	Dallas	2021
Dr. Bruce Budowle	N. Richland Hills	2020
Dr. Patrick Buzzini	Spring	2020
Dr. Michael Coble	Ft. Worth	2021
Mr. Mark G. Daniel	Ft. Worth	2021
Dr. Nancy Downing	Bryan	2020
Dr. Jasmine Drake	Houston	2020
Dr. Sarah Kerrigan	The Woodlands	2021
Mr. Jarvis Parsons	College Station	2021

TFSC members receive no compensation for their services but are entitled to reimbursement of travel expenses while performing their official duties as members of the Commission.

***OCA Organizational Chart***

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