

Arizona Supreme Court
Steering Committee on Data-Based Court Performance and Data Standards
AGENDA

December 3, 2025, 1:30 p.m. - 3:30 p.m.
State Courts Building, Room 331, 1501 W. Washington Street, Phoenix, AZ 85007
and [Zoom Webinar Link](#)
Conference Call Line 888-788-0099, Webinar 962 6317 7703, Passcode 685748
Meeting Materials located at [Meeting Information \(azcourts.gov\)](#)

1:15 p.m.	Meeting room and Zoom Webinar open for Members, Attendees and Presenters		Laura Ritenour, AOC
1:30 p.m.	Call to Order - Roll Call - Opening Remarks		Hon. James Beene, Chair, Arizona Supreme Court
1:35 p.m.	Discuss/Vote	Draft Minutes from September 2025 Meeting (Vote)	Hon. James Beene
1:37 p.m.	Call to the Public		Hon. James Beene
1:40 p.m.	Present/Discuss	Follow-up Reports on Criminal Case Management Efforts in Superior Courts	Sharon Yates (Coconino) and Todd Zweig (Pinal)
1:55 p.m.	Present/Discuss	Update on Implementation of Administrative Order 2025-67 – Revisions to Time Standards	Laura Ritenour
2:00 p.m.	Present/Discuss	DUI Time Standards and Caseflow Management Training Workgroup - AO 2025-187 - Chief Justice’s Time Standards Overview Video - 2025 GOHS Conference Panel	Laura Ritenour
2:15 p.m.	Present/Discuss	Update on Time Standards Report Accuracy Workgroup - Workgroup Membership - Gila County and Pinal County Site Visits - Committee Members Input	Laura Ritenour
2:30 p.m.	Present/Discuss	Discussion on New Requests for Excluded Time Scenarios on Time Standards Reports	Laura Ritenour

2:45 p.m.	Present/Discuss	Data Standardization Advisory Committee Updates	Michael Malone, Arizona AOC
	Next Meeting: March 4, 2026, 1:30 – 3:30 p.m., AOC State Courts Building, 1501 W. Washington Street, Zoom webinar and Conference Room 331, Phoenix AZ 85007 Meeting Information		Hon. James Beene
2:50 pm	Closing Comments and Adjournment		Hon. James Beene

EXECUTIVE SESSION: For any item listed on the agenda, the Committee may vote to go into Executive Session for the purpose of discussion or consultation with an attorney employed by or representing any judicial entity regarding legal advice, pursuant to the Arizona Code of Judicial Administration, Code Section 1-202(C)(5)(c)

All times are approximate. The Chair reserves the right to set the order of the agenda. For any item on the agenda, the Committee may vote to go into executive session as permitted by Arizona Code of Judicial Administration §1-202. Please contact Laura Ritenour at (602) 452-3675 with any questions concerning this agenda. Persons with a disability may request a reasonable accommodation by contacting Laura Ritenour at (602) 452-3675. Requests should be made as early as possible to allow time to arrange for the accommodation.

STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE AND DATA STANDARDS

September 3, 2025

12:00 p.m. - 3:00 p.m. Hybrid Attendance - In Person and Zoom Webinar

DRAFT MINUTES

Members Present: Hon. James Beene, Hon. Robert Brooks, Ms. Rachel Cameron, Hon. Thomas L. Chotena, Ms. Jennifer Curtiss, Ms. Niltza Flores, Ms. Shawn Friend, Ms. Tina Mattison, Ms. Donna McQuality, Hon. Douglas Metcalf, Hon. Michael Peterson, Ms. Nancy Rodriguez, Mr. Jeff Schrader, and Hon. Don Taylor

Members Absent: Hon. Heidi Owens and Hon. Trevor Ward

Presenters and Guests: Mr. Kip Anderson, Mr. Jon Bearup, Ms. Jennifer Ferguson, Mr. Jeff Fine, and Hon. Jerry Landau

Administrative Office of the Courts (AOC) Staff: Ms. Jennifer Jones, Mr. Michael Malone, Ms. Laura Ritenour, and Mr. Michael Wise

I. CALL TO ORDER

A. Welcome and Opening Remarks

The September 3, 2025 meeting of the Steering Committee on Data-Based Court Performance and Data Standards was called to order by the Chair, Justice James Beene, at 12:00 p.m. Justice Beene conducted member roll call, established a quorum, and mentioned the meeting was being recorded. Justice Beene welcomed Judge Brooks to the committee. Judge Brooks will be representing the Maricopa County Superior Court bench and comes highly recommended from Presiding Judge Pamela Gates.

B. Approval of the June 4, 2025, Minutes

The draft minutes from the June 2025 meeting were presented for approval. Justice Beene called for any corrections to the minutes, and none were made.

A motion was made by Judge Michael Peterson and seconded by Tina Mattison to approve the minutes. The motion passed unanimously.

II. REGULAR BUSINESS

A. Call to the Public

Justice Beene announced that the "Call to the Public" section has moved to the beginning of the meetings to ensure everyone has an opportunity to speak. Justice Beene made a call to the public for comments. There was no answer.

B. Update from DUI Time Standards Training Workgroup

Judge Jerry Landau and Laura Ritenour provided an update on behalf of the workgroup. Chief Justice Timmer will be issuing an Administrative Order requiring all Limited Jurisdiction Judicial Officers to complete DUI training. This includes watching an upcoming training video prior to attending one of the in-person sessions, which will be held at both the 2025 Governor's Office of Highway Safety (GOHS) Conference and the 2026 Judicial Conference. The next workgroup meeting is scheduled for September 17.

C. Updates from Court Administrators re: Felony Technical Assistance Project

In 2024, six county court administrators shared updates on the National Center for State Courts (NCSC) technical assistance project and the outcomes they aimed to achieve. Gila County and Mohave County reported on their implementation challenges and early results.

Gila County

Jon Bearup provided background on Gila County's efforts and key recommendations from the project. Initially, the Early Disposition Court (EDC) faced limited stakeholder engagement, but that improved over time. Challenges included inconsistent attorney participation, turnover in the public defender's office, and data integrity issues partially due to clerk staff turnover. Since implementing firm trial dates, trial activity has increased by 120% and hearings have become more focused, with expectations for continued improvements in case processing timeframes. The EDC, launched in June 2025 in collaboration with the Chief Deputy County Attorney, is expected to impact 10–15% of felony cases in its first year. Stakeholder engagement, particularly with attorneys and the bar, is viewed as essential to long-term success.

Mohave County

Kip Anderson shared that Mohave County has seen a recent decrease in trials after emphasizing early plea offers. While an Early Disposition Court has not been established, judges are working collaboratively and holding each other accountable to improve outcomes. The public defender's office has experienced high turnover, making sustained culture change difficult. A key takeaway has been the importance of tailoring reforms to local conditions rather than simply adopting external models. Although data is not currently shared publicly, judges are comfortable sharing performance

metrics internally using the AOC dashboard under the new felony case management plan.

D. Data Standardization Advisory Committee (DSAC) Update

Mike Malone presented the summary of the work done by the Advisory Committee over the past three months. A question was raised about tracking the number and types of search warrants noting that with some case management systems they're able to generate this data automatically, while others require manual collection. It was stated that entering that type of search warrant data into the CMS is not mandatory at this time but would be in the future. Laura commented that in AJACS, submitting the search warrant cover sheet prompts a form for entering search warrant details.

E. 2026 Steering Committee Meeting – Proposed Dates

Laura Ritenour presented the proposed meeting dates for calendar year 2026.

A motion was made by Nancy Rodriguez and seconded by Judge Michael Peterson to approve the CY2026 meeting schedule. The motion passed unanimously.

F. Perceptions of Time Standards Report Accuracy and Proposal to Form a Workgroup to Recommend Strategies to Improve Accuracy of Time Standards Reports

Laura Ritenour and Jeff Fine presented findings from a survey sent to superior court administrators regarding their trust in the accuracy of time standards reports. It was noted that a common perception is that the reports do not always reflect actual court activity, partly due to events being recorded in ways that exclude them from time standards compliance. Staffing and training challenges in clerk's offices also impact the accuracy of data entry. Jeff stated he will meet with several courts to better understand their concerns and identify best places to put applicable resources.

The group discussed challenges in accurately capturing excluded time when minute entries lack specific detail. Clerk leaderships are hesitant to allow staff to interpret entries due to discretion, workload, and reliance on entry titles rather than content. While a cheat sheet was suggested to help standardize data entry, some felt it would add to already lengthy reference materials. Maricopa County noted most issues occur in family law and requested no additional language requirements for judges in those cases. Due to the need for ongoing discussions, the creation of a workgroup was recommended.

A motion was made by Judge Michael Peterson and seconded by Judge Don Taylor to approve the creation of a workgroup to improve accuracy of time standards reports. The motion passed unanimously.

G. FY25 Draft Statewide Time Standards Data

Laura Ritenour presented the annual time standards reports from all Arizona courts. She stated that the Supreme Court recently approved a change to Rule 18(a) for Guardianship and Conservatorship cases, requiring hearing dates to be requested within 30 days instead of 60, effective January 2026. The DUI time standards revisions were implemented this year, while the time standards revisions related to Criminal Felony, Juvenile Delinquency and Status Offenses, Dependency Hearings, and Termination of Parental Rights will be implemented in FY26.

H. National Center for State Courts, excerpt from August 14th Data Dives webinar on Data-Driven Leadership

Laura Ritenour showed an excerpt from a recent NCSC Data Dives webinar that discussed publishing court data publicly. Justice Beene began the discussion by noting that promoting transparency and trust in the judiciary is part of the Chief Justice's strategic agenda. After the video, a committee member raised the possibility of private companies using court data and AI to generate reports, but Justice Beene stated he is not aware of any current efforts in that area. The committee discussed challenges in publishing accurate data due to limitations in case management systems, various data and record formats, and the need for manual document review. Questions were raised about whether data should be published by court, county, or judicial officer (JO), with some expressing concern about releasing individual JO data, particularly for those subject to retention elections. There was also concern about the disproportionate impact Maricopa County may have on statewide data.

I. Updates on Required Data Elements and Code Standardization

Laura Ritenour presented updates on required data elements and code standardization projects, noting that both initiatives are still in progress and will require several more years to complete.

J. Update on Meeting Goal 4.1 of the 2024-2029 Strategic Agenda

Laura Ritenour reviewed Goal 4.1 of the 2024-2029 Strategic Agenda and provided updates to the committee. She reminded members that last year they approved intermediate steps to ensure the agenda's objectives are met by 2029, many of which are still in progress.

K. Updates and Comments from Members

There were no updates, comments, or questions.

L. Adjournment

Judge Michael Peterson made a motion to adjourn, and the meeting was adjourned at 2:54 p.m.

III. NEXT COMMITTEE MEETING DATE

The next meeting is Wednesday, December 3, 2025, and is hybrid format, with attendees and members appearing either in-person at the State Courts Building or over Zoom webinar. In-person attendees and members should come to Room 331 at the State Courts Building, 1501 W. Washington, Phoenix AZ 85007.

DRAFT

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting:	Type of Action Required:	Subject:
December 3, 2025	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	NCSC Technical Assistance Project - Report-out from Coconino County and Pinal County Superior Courts

PRESENTER(S):

- Sharon Yates, Court Administrator, Superior Court of Coconino County
- Todd Zweig, Court Administrator, Superior Court of Pinal County

DISCUSSION:

In 2024, members heard from six county court administrators about the NCSC technical assistance project and the outcomes they are working towards. Today, Sharon Yates and Todd Zweig will provide updates on the changes the courts implemented after the technical assistance, the challenges the courts have faced during implementation, and data showing the results of the implementation.

RECOMMENDED ACTION OR REQUEST (IF ANY):

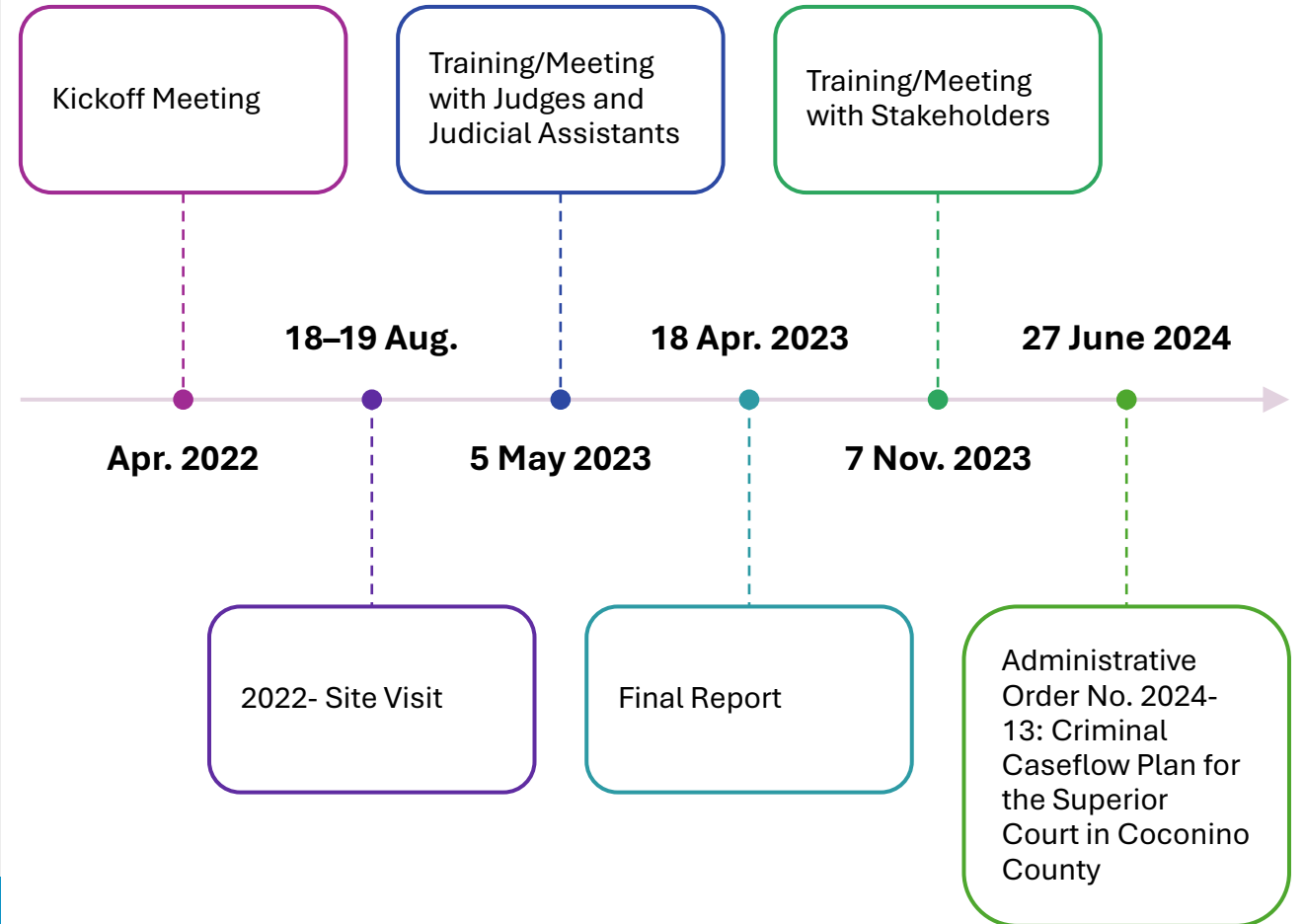
For information only.

Superior Court in Coconino County

Felony Case Processing



Background



Changes

- AO #2024-13; adopting a tiered criminal caseflow process, establishing standardized procedures for the management and resolution of criminal cases. Updated AO #2025-14
 - Three Tiers
 - Tier 1: Targeted resolution in less than 90 days after arraignment. Updated to 150 days.
 - Tier 2: Targeted for resolution in less than 180 days after arraignment. Updated to 270 days.
 - Tier 3: Targeted for resolution in less than 365 days after arraignment.
- CMCs after settlement conferences

Felony Time Standards

SUPERIOR COURT FELONY CASES									
Coconino	65% within 90 Days			85% within 180 Days			96% within 365 Days		
	FY23	FY24	FY25	FY23	FY24	FY25	FY23	FY24	FY25
	36.90%	43.37%	48.04%	56.34%	66.53%	73.25%	84.76%	90.44%	95.51%

Challenges

- Increase in case filings per month, makes it difficult to follow the timeline set in the Administrative Order
- Currently at capacity
- Seeing an increase in charging requests
- Calendar limitations



Questions?

Sharon Yates, Court Administrator
Superior Court in Coconino County

syates@courts.az.gov

928-679-7514

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF COCONINO

In the Matter of:)
)
) ADMINISTRATIVE ORDER
) No. 2024- 13
)
)
)
)
)
)

WHEREAS, the Presiding Judge of the Superior Court of Arizona in and for Coconino County is the chief judicial officer of the county and has administrative authority over all courts in Coconino County, pursuant to Article VI of the Arizona Constitution and Arizona Supreme Court Administrative Order No 2017-79; and

WHEREAS, the efficient and timely processing of criminal cases is essential to the administration of justice;

WHEREAS, the Superior Court in Coconino County and our justice partners are committed to reducing delays and ensuring a fair and effective criminal justice system;

WHEREAS, a tiered criminal caseflow process can enhance the management and resolution of criminal cases by addressing cases according to offense type and targeted time for resolution;

THEREFORE, IT IS HEREBY ORDERED, adopting the tiered criminal caseflow process attached to this order for the Superior Court in Coconino County, establishing standardized procedures for the management and resolution of criminal cases, effective immediately.

1. Purpose and Scope

This administrative order adopts a tiered criminal caseflow process for the Superior Court in Coconino County, establishing standardized procedures for the management and resolution of criminal cases based on their complexity and severity. This order applies to all criminal cases filed in the Superior Court.

2. Tier Classification

a. Tier 1: Targeted for resolution in less than 90 days after arraignment.

Cases involving minor offenses. Refer to Attachment A for the Tier 1 Caseflow Chart.

b. Tier 2: Targeted for resolution in less than 180 days after arraignment.

Cases involving moderate offenses. Refer to Attachment B for the Tier 2 Caseflow Chart.

- c. Tier 3: Targeted for resolution in less than 365 days after arraignment.

Cases involving serious offenses. Refer to Attachment C for the Tier 3 Caseflow Chart.

DATED this 27TH day of June, 2024.



HON. TED S. REED
Presiding Judge

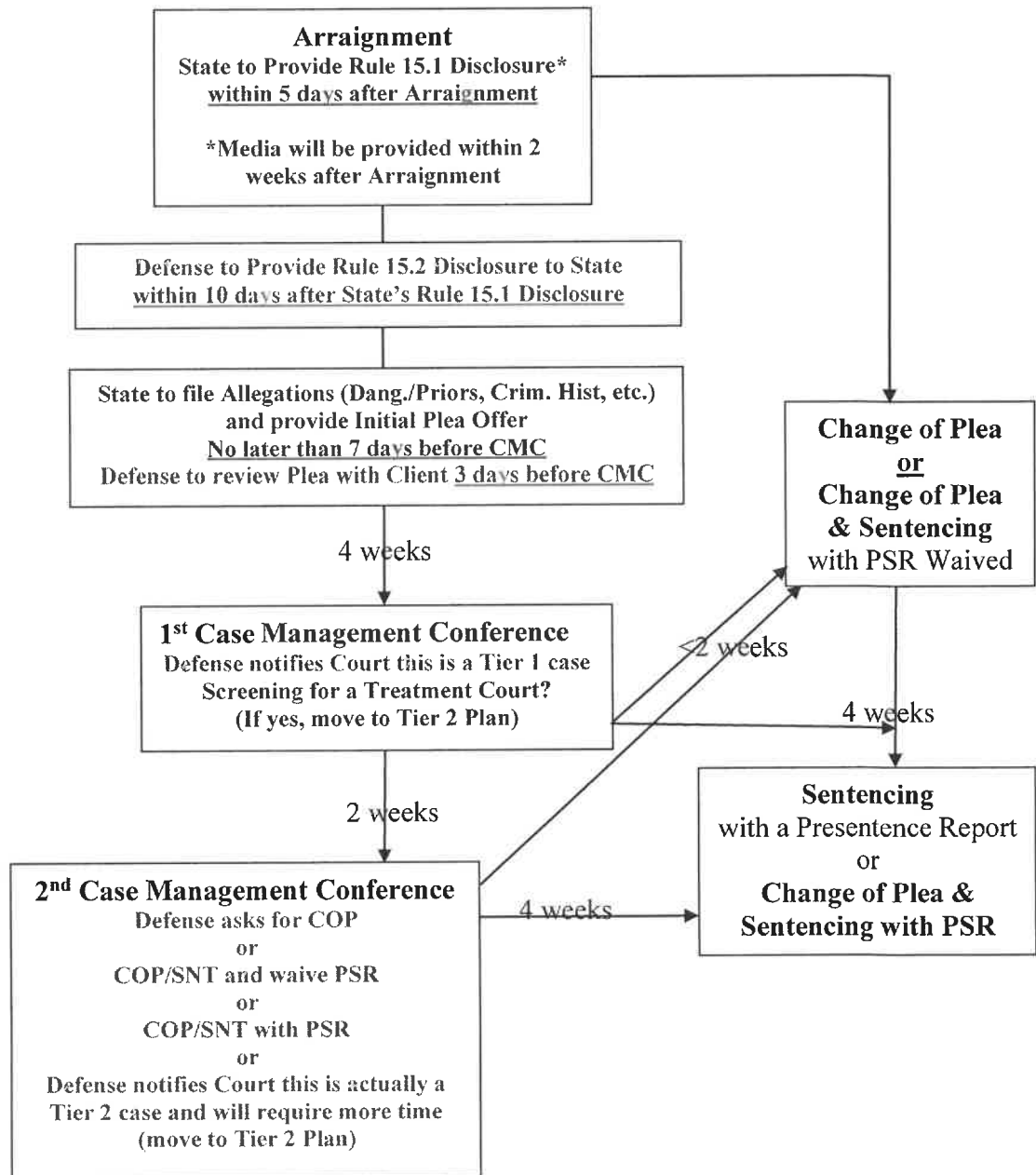
ATTACHMENT A

Coconino County Felony Criminal Caseflow Plan

Tier 1 Cases*

***Tier 1 cases are targeted for resolution in less than 90 days after Arraignment.**

Presumptive Tier 1 cases include: Aggravated DUI, Personal-use Possession of Drugs, Possession of Drug Paraphernalia, Felony Shoplifting, Criminal Trespassing, Theft (C6F), Resisting Arrest (Passive), Criminal Damage (C6F), Failure to Register as a Sex Offender.

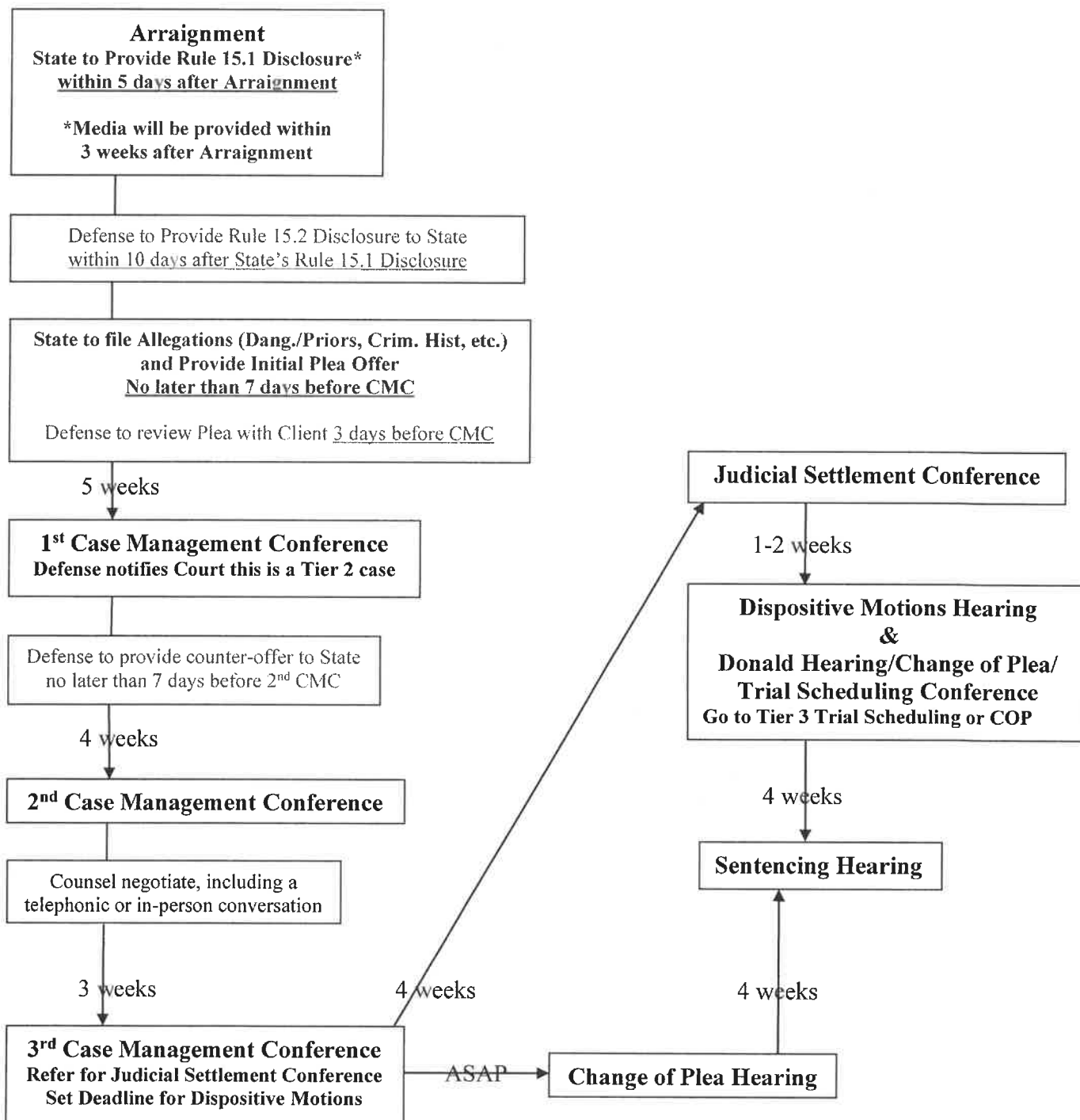


ATTACHMENT B

Coconino County Felony Criminal Caseflow Plan

Tier 2 Cases*

*Tier 2 cases are targeted for resolution in less than 180 days after Arraignment. Tier 2 cases are likely to resolve with a non-trial resolution, yet require more time for disclosure, mitigation, and negotiation than Tier 1 cases. If a Tier 2 case requires a trial, then it becomes a Tier 3 case and should be set for trial to occur within 10-11 months after Arraignment.

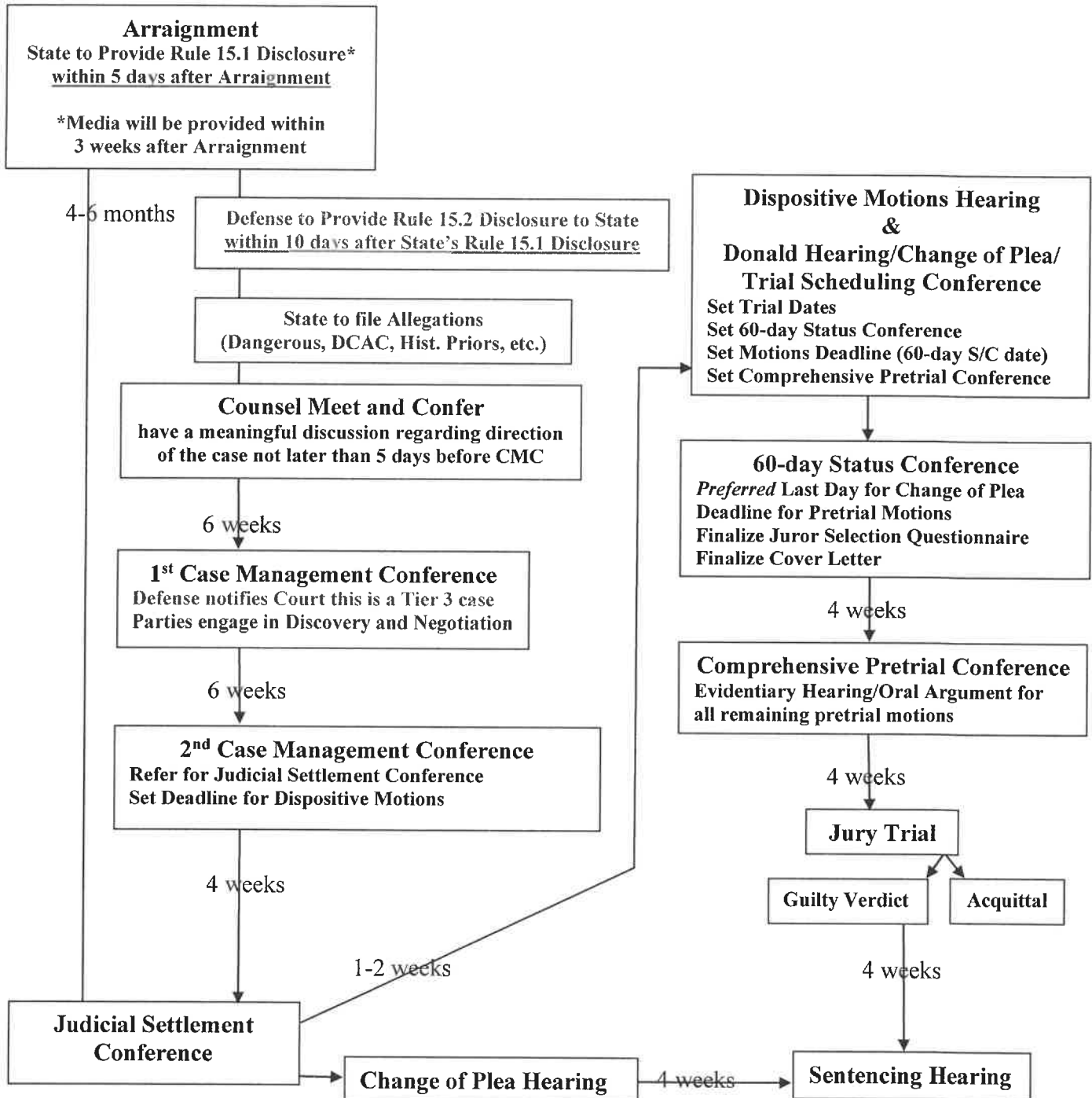


ATTACHMENT C

Coconino County Felony Criminal Caseflow Plan

Tier 3 Cases*

*Tier 3 cases are targeted for resolution in less than 365 days after Arraignment, including trial cases. Presumptive Tier 1 cases include: Homicide, Sexual Assault, DCAC, Serious Injury, Other Complex Cases.



IN THE SUPERIOR COURT OF THE STATE OF ARIZONA

IN AND FOR THE COUNTY OF COCONINO

In the Matter of:)
)
) ADMINISTRATIVE ORDER
) No. 2025-14
) Replacing
) No. 2024- 13
)
)
)

This Administrative Order updates and replaces Administrative Order No. 2024-13.

WHEREAS, the Presiding Judge of the Superior Court of Arizona in and for Coconino County is the chief judicial officer of the county and has administrative authority over all courts in Coconino County, pursuant to Article VI of the Arizona Constitution and Arizona Supreme Court Administrative Order No. 2017-79; and

WHEREAS, the efficient and timely processing of criminal cases is essential to the administration of justice;

WHEREAS, the Superior Court in Coconino County and our justice partners are committed to reducing delays and ensuring a fair and effective criminal justice system;

WHEREAS, a tiered criminal caseflow process can enhance the management and resolution of criminal cases by addressing cases according to offense type and targeted time for resolution;

THEREFORE, IT IS HEREBY ORDERED, adopting the tiered criminal caseflow process attached to this order for the Superior Court in Coconino County, establishing standardized procedures for the management and resolution of criminal cases, effective immediately.

1. Purpose and Scope

This administrative order adopts a tiered criminal caseflow process for the Superior Court in Coconino County, establishing standardized procedures for the management and resolution of criminal cases based on their complexity and severity. This order applies to all criminal cases filed in the Superior Court.

2. Tier Classification

a. Tier 1: Targeted for resolution in less than 150 days after arraignment.

Cases involving minor offenses. Refer to Attachment A for the Tier 1 Caseflow Chart.

b. Tier 2: Targeted for resolution in less than 270 days after arraignment.

Cases involving moderate offenses. Refer to Attachment B for the Tier 2 Caseflow Chart.

- c. Tier 3: Targeted for resolution in less than 365 days after arraignment.

Cases involving serious offenses. Refer to Attachment C for the Tier 3 Caseflow Chart.

DATED this 12TH day of November, 2025.

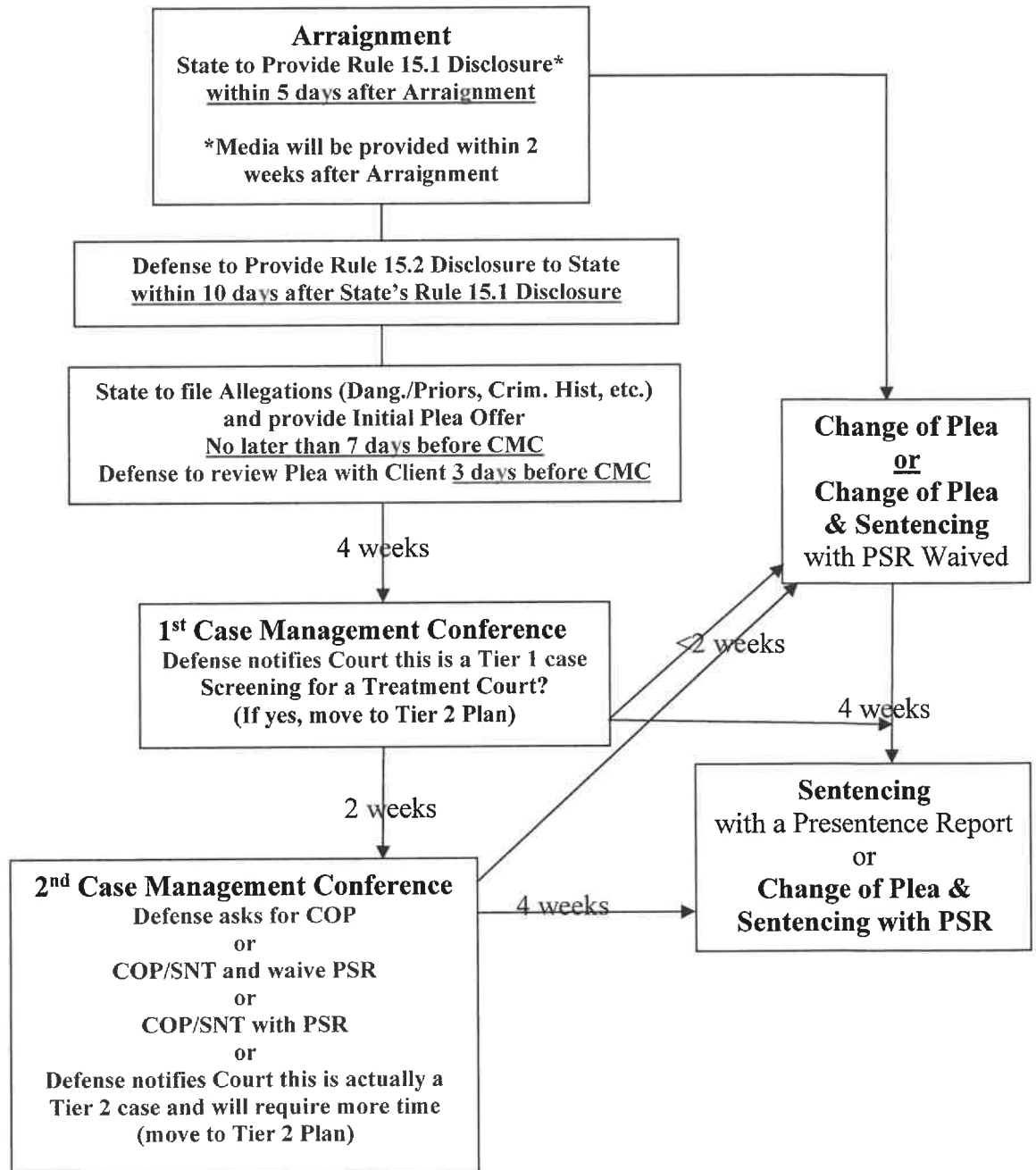
A handwritten signature in black ink, appearing to be "Ted S. Reed", written over a horizontal line.

HON. TED S. REED
Presiding Judge

Coconino County Felony Criminal Caseflow Plan

Tier 1 Cases*

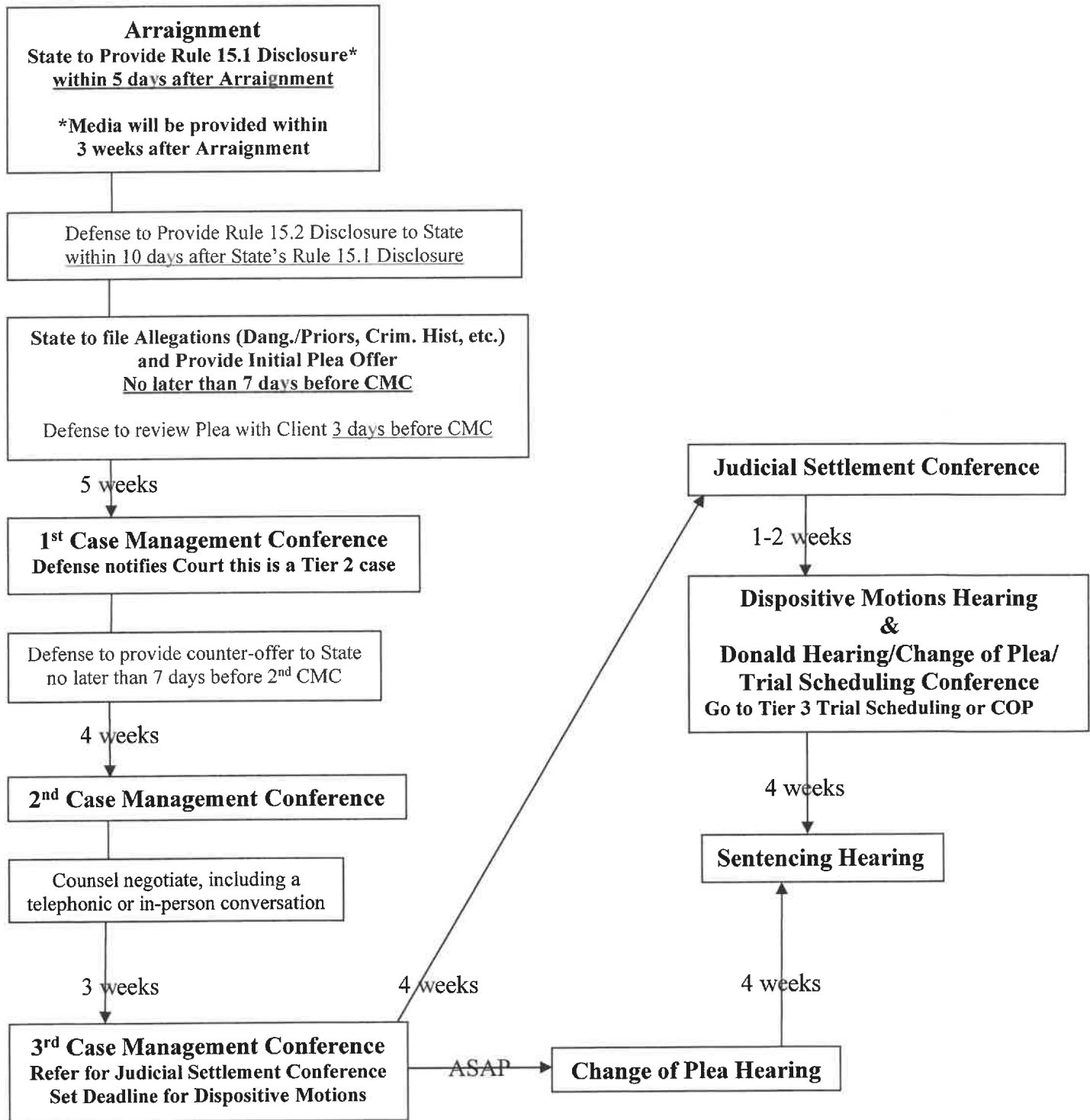
***Tier 1 cases are targeted for resolution in less than 150 days after Arraignment.**
 Presumptive Tier 1 cases include: Aggravated DUI, Personal-use Possession of Drugs, Possession of Drug Paraphernalia, Felony Shoplifting, Criminal Trespassing, Theft (C6F), Resisting Arrest (Passive), Criminal Damage (C6F), Failure to Register as a Sex Offender.



Coconino County Felony Criminal Caseflow Plan

Tier 2 Cases*

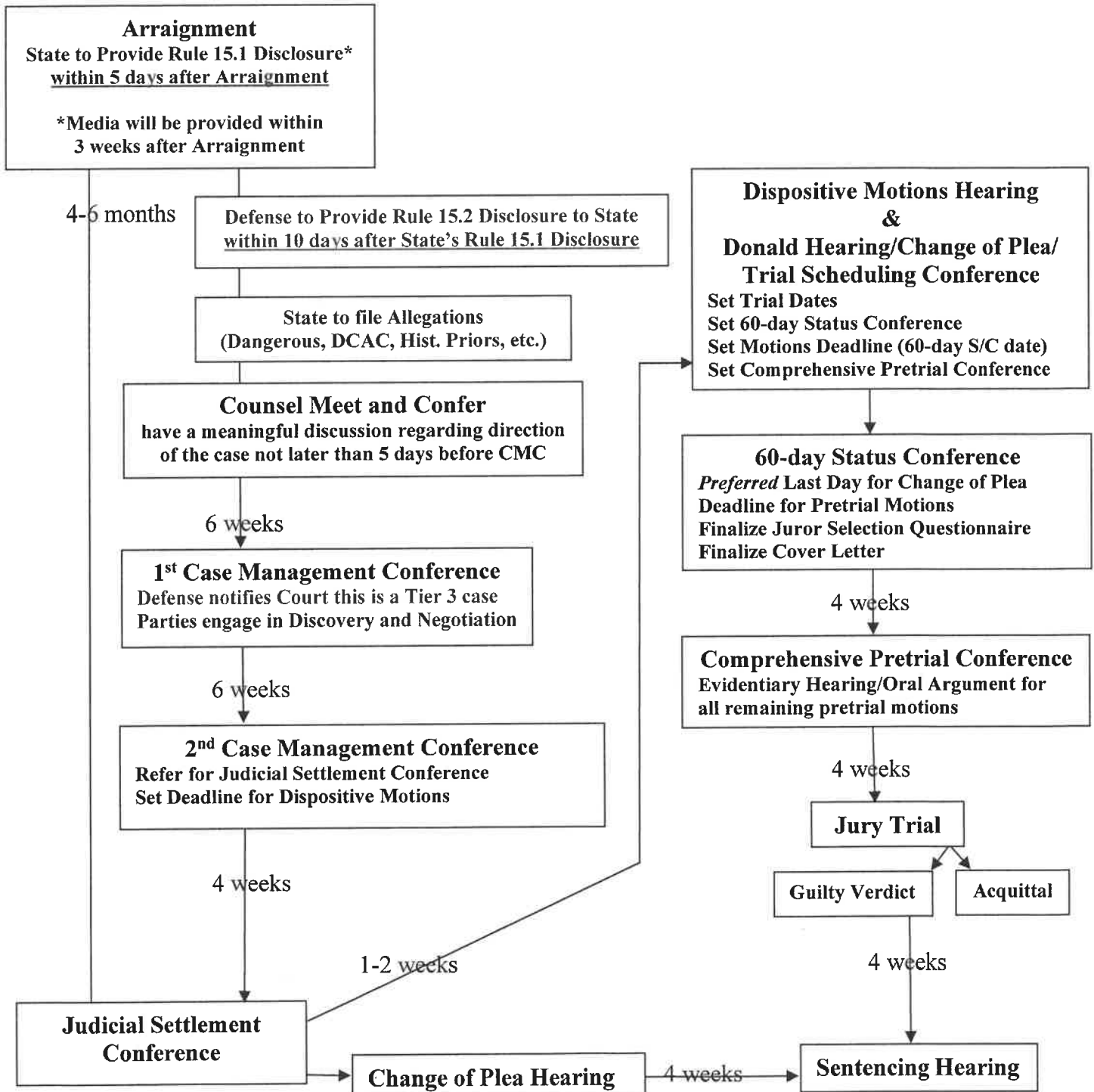
*Tier 2 cases are targeted for resolution in less than 270 days after Arraignment. Tier 2 cases are likely to resolve with a non-trial resolution, yet require more time for disclosure, mitigation, and negotiation than Tier 1 cases. If a Tier 2 case requires a trial, then it becomes a Tier 3 case and should be set for trial to occur within 10-11 months after Arraignment.



Coconino County Felony Criminal Caseflow Plan

Tier 3 Cases*

*Tier 3 cases are targeted for resolution in less than 365 days after Arraignment, including trial cases. Presumptive Tier 3 cases include: Homicide, Sexual Assault, DCAC, Serious Injury, Other Complex Cases.



**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting:	Type of Action Required:	Subject:
December 3, 2025	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Update on Implementation of Administrative Order 2025- 67 – Revised Time Standards

PRESENTER(S):

Laura Ritenour, Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

Administrative Order 2025-67 revised several time standards. Courts are updating their reports to provide data in the future using the revisions. Laura Ritenour will provide an update on the timeline for implementation.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only.

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
)
REVISING THE ARIZONA CASE) Administrative Order
PROCESSING STANDARDS FOR) No. 2025 - 67
FELONY, DUI, AND JUVENILE CASES) (Affecting Administrative Order
) Nos. 2014-108, 2015-60, 2016-50,
) and 2016-79)
)
_____)

On October 17, 2012, the Steering Committee on Arizona Case Processing Standards (“Time Standards Committee”) was established to review the national model time standards, statutory requirements, court rules, and business processes of Arizona courts, and recommend final case processing standards for all case types in the municipal, justice, and superior courts. Through multiple administrative orders, the Supreme Court has adopted final case processing standards for all case types.

The Steering Committee on Data-Based Court Performance and Data Standards (“Data Standards Committee”) is now responsible for reviewing annually the case processing standards and recommending adjustments as necessary. Data gathered over the past several years has consistently reflected that the current case processing standards for Criminal Felony, Criminal DUI Misdemeanor, Juvenile Delinquency and Status Offense, Juvenile Neglect and Abuse - Adjudication Hearing, and Juvenile Termination of Parental Rights cases are unattainable and idealistic. Accordingly, the Data Standards Committee has recommended revisions to these case processing standards.

On March 13, 2025, the Arizona Judicial Council unanimously recommended approval of the revised case processing standards for the aforementioned case types as reflected in the attached Appendix.

These case processing time standards apply to aggregate categories of cases for a court and are separate and distinct from statutory time limits that are required by statute, rule, or case law for processing a specific case.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that the revised case processing standards for Criminal Felony, Criminal DUI Misdemeanor, Juvenile Delinquency and Status Offense, Juvenile Neglect and Abuse - Adjudication Hearing, and Juvenile Termination of Parental Rights as reflected in the attached Appendix are adopted.

IT IS FURTHER ORDERED that the Presiding Judge and Clerk of Court of each county shall review the case processing time standard reports and institute measures to enhance the quality and timeliness of data entered into the case management systems.

IT IS FURTHER ORDERED that the final case processing time standard reports, but not drafts, shall be open to the public.

Dated this 9th day of April, 2025.

ANN A. SCOTT TIMMER
Chief Justice

**APPENDIX
CASE PROCESSING STANDARDS**

<u>CASE TYPE</u>	<u>REVISED ARIZONA STANDARD</u>
Criminal Felony	65% within 150 days 85% within 270 days 95% within 365 days
Criminal DUI Misdemeanor	85% within 180 days 93% within 240 days
Juvenile Delinquency and Status Offense	60% within 60 days 80% within 90 days 98% within 150 days
Juvenile Neglect and Abuse	<u>Adjudication Hearing</u> 80% within 100 days 98% within 150 days
Juvenile Termination of Parental Rights	80% within 180 days 98% within 220 days

See [Arizona Case Processing Time Standards Summary Chart 04 10 2025.xlsx](#) for further specifications.

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting:	Type of Action Required:	Subject:
December 3, 2025	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	DUI Time Standards and Caseflow Management Training Workgroup

PRESENTER(S):

Laura Ritenour, Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

In October, Chief Justice Timmer signed Administrative Order 2025-187 adopting Mandatory Judicial Education Program On Misdemeanor Dui Case Processing And Time Standards. Laura Ritenour will review the administrative order, show the members the Chief Justice’s message in the overview video, and display the presentation outline to be given at the 2025 December 5th GOHS conference plenary session on DUI case processing.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only.

IN THE SUPREME COURT OF THE STATE OF ARIZONA

In the Matter of:)
)
MANDATORY JUDICIAL EDUCATION) Administrative Order
PROGRAM ON MISDEMEANOR) No. 2025 - 187
DUI CASE PROCESSING AND TIME)
STANDARDS)
_____)

Ensuring that Driving Under the Influence (DUI) cases are resolved timely is vital to delivering justice, protecting public safety, and supporting public trust and confidence among Arizona citizens. This Court has adopted Criminal DUI Misdemeanor case processing standards to advance this purpose. This goal is further promoted by including in the Arizona Judicial Branch’s 2024-2029 Strategic Agenda Goal 4.1, Court Data Accuracy and Case Management, which prioritizes the increased use of data tools that support efficient case management.

Administrative Order No. 2020-53 established the Steering Committee on Data-Based Court Performance and Data Standards (“Committee”). The Committee subsequently formed the Misdemeanor DUI Time Standards Workgroup (“Workgroup”), tasked with evaluating the existing Criminal DUI Misdemeanor case processing standards and recommending revisions as appropriate. The Workgroup proposed revisions to the case processing standards for Criminal DUI Misdemeanor cases and recommended required training on time standards for limited jurisdiction court judges.

Administrative Order No. 2025-67 was issued on April 9, 2025, and adopted revised case processing standards for Criminal DUI Misdemeanor cases. The Workgroup subsequently developed training for limited jurisdiction court judges on the revised time standards, caseflow management best practices, and strategies for meeting benchmarks in Criminal DUI Misdemeanor cases. The training consists of two parts: the Chief Justice’s overview video on Criminal DUI Misdemeanor case processing standards, and a 90-minute panel discussion.

Therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that all limited jurisdiction court judges, including justices of the peace, municipal court magistrates, and pro tempore judges (collectively “judges”), must view the Chief Justice’s Criminal DUI Misdemeanor Time Standards video between November 1 and November 30, 2025.

IT IS FURTHER ORDERED that all limited jurisdiction court judges who take office or are appointed on or after December 1, 2025 must view, within 60 days of taking office or being appointed, the Chief Justice’s Criminal DUI Misdemeanor Time Standards video.

IT IS FURTHER ORDERED that all limited jurisdiction court judges who are required to attend the annual judicial conference under the Arizona Code of Judicial Administration (ACJA) § 1-302(I) must attend a Criminal DUI Misdemeanor Time Standards training session at either the 2025 Governor’s Office of Highway Safety (GOHS) Conference or the 2026 Arizona Judicial Conference.

IT IS FURTHER ORDERED that all limited jurisdiction court judges who are not required to attend the annual judicial conference under ACJA § 1-302(I) must view by February 1, 2026 or within 60 days of taking office or being appointed, whichever occurs later, either the 2025 GOHS training video or the 2026 Judicial Conference training video, if available.

IT IS FURTHER ORDERED that all limited jurisdiction judges who take office or are appointed after the 2026 Arizona Judicial Conference must view, within 60 days of taking office or being appointed, either the 2025 GOHS training video or the 2026 Judicial Conference training video.

IT IS FURTHER ORDERED that requests for exemption from any training required by this Order shall be submitted in writing to the Chief Justice and will be granted only upon a showing of good cause.

Dated this 29th of October, 2025.

ANN A. SCOTT TIMMER
Chief Justice

**Governor’s Office of Highway Safety – Closing Plenary on DUI Caseflow Management and Time Standards
December 5, 2025**

Slide #	Topic	Presenter	Start Time	Minutes
1-6	Title, Panelists, Overview Video, Agenda	Jerry Landau	10:30 a.m.	10
7-9	Caseflow Management*	Judge Adornetto	10:40 a.m.	15
10-11		Judge Jennings		
12		Darlene Cortez		
13-14		Jennifer Curtiss		
15-19	Challenges in Achieving Time Standards	Jerry Landau and Panelists	10:55 a.m.	15
20-22	Prosecutor Viewpoints	Luis Santaella	11:10 a.m.	10
23-26	Defense Attorney Viewpoints	David Ward	11:20 a.m.	10
27-28	How We Can Improve	Jerry Landau and Panelists	11:30 a.m.	15
29-30	Future of Time Standards	Jennifer Curtiss	11:45 a.m.	5
31	Thank you and Final Q&A	Jerry Landau	11:50 a.m.	10
Total				90

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting:	Type of Action Required:	Subject:
December 3, 2025	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Time Standards Report Accuracy Workgroup

PRESENTER(S):

Laura Ritenour, Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

At the September meeting, the Committee approved the formation of a workgroup to 1) identify data entry and court process challenges that contribute to inconsistencies in time standards report accuracy, and 2) provide recommendations to the Data Standards Steering Committee for possible modifications to data entry processes, court processes, or both.

Hon. John Napper, Presiding Judge for the Superior Court in Yavapai County, has agreed to chair this workgroup. Laura Ritenour will provide an update on the workgroup.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only.

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting:	Type of Action Required:	Subject:
December 3, 2025	<input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Discussion on New Requests for Excluded Time Scenarios on Time Standards Reports

PRESENTER(S):

Laura Ritenour, Caseflow Management Specialist, AOC Court Services Division

DISCUSSION:

Over the past year, Laura Ritenour has received numerous requests for new excluded time scenarios for various time standards reports. Laura Ritenour will present on the purpose of excluded time and requests members discuss the concept of “outside the court’s control” and provide her with guidance on requests.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For information only.

Discussion on Time Standards Excluded Time Request Criteria

Excerpts from Executive Summary, Final Report and Recommendations of the Arizona Case Processing Standards Steering Committee (2012)

From the Guiding Principles section: Case processing standards should enable the courts to report the total time cases take to move from filing to disposition, as well as the amount of time the court has active control of the cases. Periods of time during which the court cannot move the case forward in any respect, such as when a warrant has been issued because the defendant has absconded, will be excluded in calculating the court's compliance with time standards, as recommended by the National Center for State Courts.

Time Standards Tiers

The time standards are deliberately tiered so that if situation arises that adds time, but that situation is a small percentage of the court's caseload, then it wasn't added as an exclusion.

Discussion Questions for the Committee's feedback

- 1) What are the criteria AOC staff should consider before bringing a request for a new excluded time scenario to the Committee?
- 2) How should we define "beyond the court's control"?
- 3) What should AOC consider as criteria for a new excluded time scenario request?
 - i) Percentage of a court's cases
 - ii) Average number of days the scenario adds to case
 - iii) If it affects one or more tiers
 - iv) If it affects a number of courts
 - v) Any other items the committee believes we should consider

Recent Requests for New Excluded Time Scenarios

- 1) Telephonic/Remote Changes of Plea – the excluded time could start when the paperwork is sent to the defendant and end the date the change of plea is held or 90 days, whichever is less

- 2) Death of defendant – the excluded time could start when the court is notified of the defendant’s death and end when the State files a motion to dismiss the case

- 3) Collaborative law proceedings – Arizona Rules of Family Law Procedure, Rule 671. – the excluded time could start when the collaborative law participation agreement is filed until a tribunal notice is filed.

Current Excluded Time Scenarios	Reports Affected
Pre-adjudication special actions/appeals	Superior Court Civil, Felony, Family Law Dissolution, etc., Limited Jurisdiction Court Appeals, Misdemeanor DUI, Civil Traffic, Misdemeanor, Justice Court Civil, Eviction Actions, Small Claims, and Civil Local Ordinances
Bankruptcy	Superior Court Civil, Family Law Dissolution, etc., Justice Court Civil, Eviction Actions, Civil Local Ordinances, and Small Claims
Servicemembers Civil Relief Act	Superior Court Civil, Family Law Dissolution, etc., Family Law Post-Judgment Motions, Civil Traffic, Justice Court Civil, Eviction Actions, Civil Local Ordinances, and Small Claims
Pre-adjudication warrants	Felony, Misdemeanor DUI, and Misdemeanor
Rule 11 mental competency	Felony, Misdemeanor DUI, and Misdemeanor
Pre-adjudication diversion	Felony, Misdemeanor DUI, and Misdemeanor
Specialty courts/programs	Felony, Misdemeanor DUI, and Misdemeanor
Remand to Grand Jury (Rule 12.9)	Felony
Conciliation Court	Family Law Dissolution, etc.
Pending Juvenile case	Family Law Dissolution, etc., Family Law Post-Judgment Motions
Defensive Driving School Programs	Civil Traffic

Reports with no excluded time scenarios:

- Probate Guardianship/Conservatorship
- Probate Mental Health
- Family Law Pre-Decree Temporary Orders
- Criminal Post-Conviction Relief
- Ex Parte Protection Orders
- Protective Orders Contested Hearings - First Hearing Set and Hearing Held
- All juvenile case types (Delinquency, Dependency, Termination of Parental Rights)

**STEERING COMMITTEE ON DATA-BASED COURT PERFORMANCE
AND DATA STANDARDS**

Date of Meeting: December 3, 2025	Type of Action Required: <input type="checkbox"/> Formal Action/Request <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Subject: Data Standardization Advisory Committee Update
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PRESENTER(S):

Michael Malone, Director, AOC Court Services Division

DISCUSSION:

Michael Malone, chair of the Data Standardization Advisory Committee, will give an update on the committee’s progress since the September meeting.

RECOMMENDED ACTION OR REQUEST (IF ANY):

For Information Only

Data Standardization Advisory Committee

Summary for December 3, 2025 Steering Committee Meeting

From: Michael Malone, Court Services Division Director

Over the past two months, the Data Standardization Advisory Committee continued its work reviewing, approving, and updating a wide range of codes and code sets to further support statewide standardization efforts. Here are some highlights from the committee's meetings:

- Added a New Case Category: IC – Interstate Compact for Juvenile (GJ courts)
- Added New Case Type: Affidavit Arrest Warrant (ARW) for Senate Bill 1232
- Edited the Case Type and Case Subtype code sets to improve standardization between GJ and LJ courts when necessary.
- Added a new statewide Event Code: Certificate – Third-Party Litigation Funding

The committee continues to take steps forward in standardizing data elements and improving consistency across systems.