

# Probate Courts 2011 Staffing Levels

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

District No.	Probate Court District	Benchmark for 2011 Staff Levels	Transitional Authorization
1	Hartford		
2	West Hartford		
3	Bloomfield Area		
4	Windsor, East, South		
5	East Hartford		
6	Glastonbury, Hebron		
7	Newington		
8	Berlin		
9	Avon, Simsbury Area		
10	Farmington, Burlington		
11	Enfield, Stafford, Somers		
12	Ellington		
13	Manchester Area		
14	Portland Area		
15	Middletown		
16	Meriden		
17	Wallingford		
18	Cheshire, Southington		
19	Bristol, Plainville Area		
20	Waterbury		
21	Naugatuck Area		
22	Southbury, Woodbury Area		
23	Torrington Area		
24	Northwest, Litchfield Area		
25	Tolland, Mansfield Area		
26	Putnam, Brooklyn Area		
27	Plainfield, Killingly Area		
28	Colchester, Windham Area		

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District No.	Probate Court District	Benchmark for 2011 Staff Levels	Transitional Authorization
29	Norwich Area		
30	Groton, Stonington Area		
31	New London		
32	East Lyme Area		
33	Essex, Old Saybrook		
34	Guilford, Madison		
35	Branford, North Branford		
36	East, North Haven		
37	Hamden, Bethany		
38	New Haven		
39	West Haven		
40	Milford, Orange		
41	Derby, Woodbridge Area		
42	Shelton		
43	Danbury		
44	New Milford Area		
45	Newtown, Ridgefield Area		
46	Trumbull		
47	Stratford		
48	Bridgeport		
49	Fairfield		
50	Westport		
51	Norwalk		
52	Darien, New Canaan		
53	Stamford		
54	Greenwich		
<b>TOTAL</b>			

# Regional Children's Probate Courts 2011 Staffing Levels

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

Regional Children's Probate Court	Benchmark for 2011 Staff Levels	Transitional Authorization
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### **COURT STAFF (Excluding PCO's):**

Central CT		
Northeast		
New Haven		
New London		
Waterbury		
<b>Total</b>		

### **PCO STAFF:**

Central CT		
Northeast		
New Haven		
New London		
Waterbury		
<b>Total</b>		

**Probate Courts  
Staffing Analysis**

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

			(A)	(B)	(C)	(D)		
District No.	District	Pop.	2008 WWL	Sum of Current FTE's (2008) 40 HR/WK	FTE's @ 1:1,050 WWL	FTE's @ 1:15,000 Pop	FTE: Greater of WWL vs. Pop (B) vs (C)	FTE: Lower of 2008 vs. WWL/Pop (A) vs (D)
1	Hartford	124,563	11,349	12.2	10.8	8.3	10.8	10.8
2	West Hartford	60,486	7,292	6.4	6.9	4.0	6.9	6.4
3	Bloomfield Area	53,410	3,510	4.6	3.3	3.6	3.6	3.6
4	Windsor, East, South	65,311	3,775	3.4	3.6	4.4	4.4	3.4
5	East Hartford	48,697	3,295	3.8	3.1	3.2	3.2	3.2
6	Glastonbury, Hebron	42,401	2,029	3.3	1.9	2.8	2.8	2.8
7	Newington	74,208	5,947	6.3	5.7	4.9	5.7	5.7
8	Berlin	90,918	6,521	4.4	6.2	6.1	6.2	4.4
9	Avon, Simsbury Area	62,266	3,397	3.5	3.2	4.2	4.2	3.5
10	Farmington, Burlington	34,227	2,387	3.0	2.3	2.3	2.3	2.3
11	Enfield, Stafford, Somers	67,652	3,882	3.5	3.7	4.5	4.5	3.5
12	Ellington	44,046	3,208	4.0	3.1	2.9	3.1	3.1
13	Manchester Area	69,486	4,058	4.7	3.9	4.6	4.6	4.6
14	Portland Area	37,288	1,927	2.2	1.8	2.5	2.5	2.2
15	Middletown	72,975	6,269	4.6	6.0	4.9	6.0	4.6
16	Meriden	59,225	4,590	1.8	4.4	3.9	4.4	1.8
17	Wallingford	44,679	3,741	3.1	3.6	3.0	3.6	3.1
18	Cheshire, Southington	80,248	4,841	4.1	4.6	5.3	5.3	4.1
19	Bristol, Plainville Area	90,115	7,178	7.3	6.8	6.0	6.8	6.8
20	Waterbury	130,833	9,858	8.0	9.4	8.7	9.4	8.0
21	Naugatuck Area	54,434	2,935	2.0	2.8	3.6	3.6	2.0
22	Southbury, Woodbury Area	73,526	5,954	6.9	5.7	4.9	5.7	5.7
23	Torrington Area	63,324	4,662	4.1	4.4	4.2	4.4	4.1
24	Northwest, Litchfield Area	43,321	3,622	4.1	3.4	2.9	3.4	3.4
25	Tolland, Mansfield Area	57,846	2,570	1.5	2.4	3.9	3.9	1.5
26	Putnam, Brooklyn Area	47,532	3,616	1.5	3.4	3.2	3.4	1.5
27	Plainfield, Killingly Area	41,985	2,503	2.0	2.4	2.8	2.8	2.0

**Probate Courts  
Staffing Analysis**

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

District No.	District	Pop.	2008 WWL	(A)	(B)	(C)	(D)	
				Sum of Current FTE's (2008) 40 HR/WK	FTE's @ 1:1,050 WWL	FTE's @ 1:15,000 Pop	FTE: Greater of WWL vs. Pop (B) vs (C)	FTE: Lower of 2008 vs. WWL/Pop (A) vs (D)
28	Colchester, Windham Area	52,972	3,415	2.6	3.3	3.5	3.5	2.6
29	Norwich Area	66,857	4,554	3.8	4.3	4.5	4.5	3.8
30	Groton, Stonington Area	80,976	4,987	5.4	4.7	5.4	5.4	5.4
31	New London	44,698	5,713	3.9	5.4	3.0	5.4	3.9
32	East Lyme Area	49,920	2,998	3.0	2.9	3.3	3.3	3.0
33	Essex, Old Saybrook	62,314	5,258	5.3	5.0	4.2	5.0	5.0
34	Guilford, Madison	41,166	2,232	2.4	2.1	2.7	2.7	2.4
35	Branford, North Branford	43,390	3,161	2.5	3.0	2.9	3.0	2.5
36	East, North Haven	52,634	4,090	3.0	3.9	3.5	3.9	3.0
37	Hamden, Bethany	63,412	4,190	2.3	4.0	4.2	4.2	2.3
38	New Haven	123,932	12,709	11.8	12.1	8.3	12.1	11.8
39	West Haven	52,676	6,144	4.3	5.9	3.5	5.9	4.3
40	Milford, Orange	69,258	4,891	4.5	4.7	4.6	4.7	4.5
41	Derby, Woodbridge Area	56,425	3,684	2.9	3.5	3.8	3.8	2.9
42	Shelton	40,011	2,901	3.1	2.8	2.7	2.8	2.8
43	Danbury	79,226	4,296	3.9	4.1	5.3	5.3	3.9
44	New Milford Area	64,946	2,825	3.4	2.7	4.3	4.3	3.4
45	Newtown, Ridgefield Area	78,016	3,784	3.7	3.6	5.2	5.2	3.7
46	Trumbull	61,520	3,337	2.4	3.2	4.1	4.1	2.4
47	Stratford	49,015	4,017	4.7	3.8	3.3	3.8	3.8
48	Bridgeport	136,695	8,897	11.5	8.5	9.1	9.1	9.1
49	Fairfield	57,548	4,464	5.3	4.3	3.8	4.3	4.3
50	Westport	36,708	2,210	1.9	2.1	2.4	2.4	1.9
51	Norwalk	101,171	4,817	7.3	4.6	6.7	6.7	6.7
52	Darien, New Canaan	40,136	2,832	4.9	2.7	2.7	2.7	2.7
53	Stamford	118,475	6,463	6.7	6.2	7.9	7.9	6.7
54	Greenwich	61,871	4,757	4.4	4.5	4.1	4.5	4.4

**Probate Courts  
Staffing Analysis**

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

				(A)	(B)	(C)	(D)	
District No.	District	Pop.	2008 WWL	Sum of Current FTE's (2008) 40 HR/WK	FTE's @ 1:1,050 WWL	FTE's @ 1:15,000 Pop	FTE: Greater of WWL vs. Pop (B) vs (C)	FTE: Lower of 2008 vs. WWL/Pop (A) vs (D)
	<b>Total</b>	<b>3,520,970</b>	<b>248,542</b>	<b>237.4</b>	<b>236.7</b>	<b>234.7</b>	<b>258.1</b>	<b>221.3</b>

# Regional Children's Probate Courts Staffing Analysis

**PRELIMINARY**

*For Discussion Purposes*

Budget Committee Meeting - March 3, 2010

Based on 2009 Court Staffing

*FTE = Full Time Equivalent (40 Hour Work Week)*

Court	Current FTE	2008 WWL for Children Matters	WWL per FTE	FTE's @ 1:1,050 WWL	FTE: Lower of Current FTE vs. WWL
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## CLERK STAFF:

Central CT	1.8	2,171	1,206	2.1	1.8
Northeast	1.9	1,507	793	1.4	1.4
New Haven	5.2	5,988	1,152	5.7	5.2
New London	1.9	2,324	1,223	2.2	1.9
Waterbury	4.0	2,383	596	2.3	2.3
<b>Total</b>	<b>14.8</b>	<b>14,373</b>	<b>4,970</b>	<b>13.7</b>	<b>12.6</b>

## PCO & SECURITY STAFF:

Central CT	2.0	2,171	1,086		2.0
Northeast	0.8	1,507	1,884		0.8
New Haven	5.1	5,988	1,174		5.1
New London	1.8	2,324	1,291		1.8
Waterbury	2.0	2,383	1,192		2.0
<b>Total</b>	<b>11.7</b>	<b>14,373</b>	<b>6,626</b>		<b>11.7</b>

## TOTAL STAFF:

Central CT	3.8
Northeast	2.7
New Haven	10.3
New London	3.7
Waterbury	6.0
<b>Total</b>	<b>26.5</b>

**Staffing - Court Proposal**  
**As of January 1, 2011**

**PRELIMINARY**  
**For Discussion Purposes**

**DUE DATE: Thursday, March 18, 2010**

**Probate District:**

**District No.**

**Initial Staffing Guideline:**

Full Time Equivalents (FTE) = 40 Hour Work Week (2,080 Annual Hours)

Probate Court Positions	Budget Committee Guideline Based on Size of Court Staff			Court Proposal	Comments or Explanation
	1.0 - 3.9	4.0 - 7.9	8.0 - 12.0		
Chief Clerk III	0	0	1.0		
Chief Clerk II	0	1.0	0		
Chief Clerk I	1.0	0	0		
Deputy Clerk (a)	0	0	1.0		
Clerk	0 - 2.0	1.0 - 3.0	2.0 - 5.0		
Assistant Clerk	0 - 2.0	1.0 - 5.0	2.0 - 7.0		
Court Assistant	0	0 - 1.0	1.0 - 2.0		
Court Staff Attorney (a)	0	0	0 - 1.0		
<b>TOTAL</b>					

Note: *(Round to the nearest tenth of a decimal)*

(a) Deputy Clerk and Court Staff Attorney positions apply only to courts with a Chief Clerk III.

Court Proposal  
 Prepared By:

If Prepared jointly, list additional contributors:

\_\_\_\_\_  
*Judge's Signature*

\_\_\_\_\_  
*Date*

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