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J. Russell (Russ) Jennings Joint Committee on Corrections and Juvenile Justice Oversight

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Chairwoman Warren and members of the joint committee, thank you for the opportunity to discuss court services officers (CSOs) and their supervision duties. CSOs are integral to the Kansas judicial system. Administrative oversight of CSOs by the judicial branch is an efficient and well-performing structure.

We were asked to discuss the structure between parole, community corrections, and CSOs, as well as identify some key aspects for you to consider while contemplating any future decisions related to supervision.

Structure

CSOs across the 31 Kansas judicial districts are judicial branch employees and their salaries are completely funded by state general fund appropriations through the judicial branch budget. Based on experience and qualifications, the judicial branch administratively designates four classifications of CSOs: CSO I, CSO II, CSO III, and CSO Administrative Officer. The CSO Administrative Officer is the highest level and performs more managerial duties than other CSOs in their judicial district. The Chief Justice approves the judicial branch pay matrix for all judicial branch employees, including the paygrades and steps for each CSO classification.

Training requirements

The judicial branch requires extensive training on the risk and needs assessments: Level of Service/Case Management Inventory (LSCMI), Women's Risk Needs Assessment (WRNA), and the Youth Level of Service/Case Management Inventory (YLSCMI). 136.5 hours of training are required for new CSOs and the Office of Judicial Administration (OJA) requires recertification training for CSOs; judicial districts may require additional training based on their specific needs. CSOs who supervise juveniles are required to receive specific juvenile supervision training (EPIC) and in 2025 all CSOs will be required to be trained in Substance Abuse Subtle Screening Inventory (SASSI).

County funding

Several statutes set out the financial responsibilities for certain district court operational expenses, including:

- [K.S.A. 20-348](#), except for expenses required by law to be paid by the state, the board of county commissioners of each county have an obligation to adequately fund the operation of the district court in the county and shall be responsible for all expenses incurred for the operation of the district court in the county.
- [K.S.A. 20-349](#), the chief judge in each judicial district is responsible for the preparation of the budget to be submitted to the board of county commissioners of each county. The board has the final authority to determine and approve the budget for district court operations.

The judicial branch budget is almost 90% salaries, including CSO salaries. At the district court level, counties pay for operational expenses. For example, laptops, workstations, furniture, and other computer equipment used by CSOs (and all other judicial branch employees that work in the districts courts) are paid for by the counties.

Case management system

As part of the centralized case management system (CCMS) utilized in all 31 judicial districts, CSOs adopted the Enterprise Supervision system to perform their duties. This system fully integrates with the CCMS. Enterprise Supervision is a system used by judicial branch employees only.