



# Judicial Council of California

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## M E M O R A N D U M

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**Date**

September 19, 2024

**Action Requested**

Please inform panel attorneys

**To**

Jonathan Soglin, First Appellate District

Project

Rick Lennon, California Appellate Project

Laurel Thorpe, Central California Appellate

Project

Lynelle Hee, Appellate Defenders, Inc.

Jonathan Grossman, Sixth District Appellate

Program

**From**

Marcela Eggleton

Court Appointed Counsel Program

**Subject**

Program Claim Payment Transition to ADP

Services

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**Summary**

This memorandum provides an update and timing information related to the transition of the Judicial Council of California's (Judicial Council) Court Appointed Counsel Program (Program) panel attorney payments from the State Controller's Office to ADP.

The current system utilized to transmit information between the Program's claim system and the State Controller's office has become obsolete and ADP has been identified as the viable

replacement. Project Offices and Judicial Council staff have collaborated in discussing the features and testing the new system. The transition to ADP will occur on September 28, 2024.

### **What does this mean for panel attorneys?**

Below is important information to note for this transition and going forward.

- The State Controller's Office issued payments three times a week, with a five-business day turnaround. ADP will issue payments once a week, with a two-business day turnaround.
- Claims approved by the Judicial Council by Wednesday of any given week will be submitted to ADP on Thursday; ADP will issue payment on the following Monday (or Tuesday, if Monday is a holiday).
- Friday, September 27: Last payment issued from the State Controller's Office, for claims approved by Friday, September 20.
- Monday, September 23 through Friday, October 4: Claims will be reviewed and approved but no payments will be issued during this transition period.
- Monday, October 7: First payment issued from ADP, for claims approved Monday, September 23 through Wednesday, October 2.
- Monday, October 14: Second payment issued from ADP, for claims approved Thursday, October 3 through Wednesday, October 9. Subsequent payments will follow this schedule.
- This transition does not impact the current claim processes followed by the panel attorneys, the Project Offices, or the Program.
- This transition does not impact a panel attorney's ability to elect to receive payment via warrant or automatic deposit.

### **Next Steps**

The Judicial Council will continue to review ADP's available features and will distribute information as any are implemented into the Program's use.