

# PLANNING & ADMINISTRATIVE ADVISORY COUNCIL (PAAC)

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Justice John Konenkamp, Co-chair  
Circuit Judge Warren Johnson, Co-chair  
Circuit Judge David Gienapp  
Circuit Judge Jeff Davis  
Circuit Judge Scott Myren  
Magistrate Judge Alan Dietrich  
Circuit Administrator Karl Thoennes  
Circuit Administrator Heather Covey  
Chief Court Services Officer Gary Moen  
Clerk of Court Barb McKean  
Clerk of Court Carol Foster  
Clerk of Court Judy Kuhlman  
Court Reporter Kristi Kost  
State Court Administrator Patricia Duggan

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\*Judicial Branch est. March 2, 1861 in  
Dakota Territory

\*Unified by Constitutional Amendment in  
1972

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To Contact us:

1<sup>st</sup> Judicial Circuit  
605-668-5685

2<sup>nd</sup> Judicial Circuit  
605-367-5920

3<sup>rd</sup> Judicial Circuit  
605-688-4837

4<sup>th</sup> Judicial Circuit  
605-578-2044

5<sup>th</sup> Judicial Circuit  
605-626-2003

6<sup>th</sup> Judicial Circuit  
605-773-3712

7<sup>th</sup> Judicial Circuit  
605-394-2571

Clerk of Supreme Court  
605-773-3511

Law Library at Supreme Court  
605-773-4898

State Court Administrator's Office  
605-773-3474

<http://ujs.sd.gov>

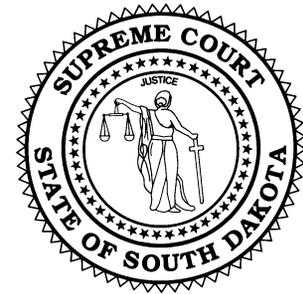
#### **State Court Administration**

500 East Capitol Avenue  
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## *Unified Judicial System of South Dakota*

# Strategic Plan Summary

October 2009



*Our mission:*

*Justice for All*

*Our vision:*

*We are stewards of an open,  
effective, and accessible court  
system, worthy of the public's  
trust and confidence.*

# KEY PHILOSOPHICAL VALUES

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## FAIRNESS & IMPARTIALITY

We will interpret and apply the rule of law in a manner that is unbiased and that provides equal protection to all who seek our services.

## RESPECT

We will encourage respect for the law, the administration of justice, and the people we interact and work with each day. We will promote and exemplify high standards of cooperation and courtesy to those within and outside the Unified Judicial System (UJS).

## COMPETENCY

We will continue to develop our technical and academic knowledge. We will strive for a standard of excellence in all we do through accurate, timely, reliable, consistent, and efficient performance.

## JUDICIAL INDEPENDENCE

We will uphold the principle that our courts should not be subject to improper influence from the other branches of government, or from private or partisan interests.

## INTEGRITY

We will conduct business in accordance with the highest ethical and legal standards. We will strive to maintain a reputation of honesty, reliability, and trustworthiness in all our activities.

## SERVICE

We will provide equal access to the judicial process, to anyone who needs our services. We will offer assistance, act with sincerity in our activities, and encourage cooperative efforts to achieve our mission.

# 6 FOCUS AREAS

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To make our vision a reality, we will achieve results in the following areas:

**1. Technology.** We will seek to acquire modern resources that will provide technical options, solutions, and resolutions for UJS offices, other justice system agencies, and the public. This includes a new case management system, networking capabilities, and e-filing and electronic document management.

**2. Staffing Recruitment and Retention.** Our most valuable asset is our employees. We will evaluate our existing compensation and classification system to ensure equitable treatment of our employees, fair wages, and satisfactory working conditions. We will continue to provide personal and professional development opportunities to all judges and staff, both in-state and out of state.

**3. Budget & Resource Management.** The UJS will provide open and accountable administration of all resources available to it. We will explore alternative and additional funding options. We will evaluate current business practices to determine where efficiencies can be gained, without sacrificing effectiveness.

**4. Small and Rural Courts Issues.** We will assess the need for improved physical access to court facilities; uniformity and availability of services; workload distribution options; and the impact of serving rural areas of our state.

**5. Access to Justice.** We will form partnerships with diverse individuals, organizations, and communities; identify resources; demystify the courts; and develop user-friendly instructional pamphlets and forms to assist our customers in using the court system.

**6. Public Trust & Confidence.** It is our responsibility to ensure that the public has confidence in our work and trust that we are operating efficiently, effectively, and without bias or prejudice. We will be leaders in the effort to educate the citizens we serve about the judicial process.



**Each year, we will move forward in these 6 Focus Areas by:**

- Reviewing our strategies against the changing environment and against our mission, vision, goals, and values, and adjusting as needed;
- Evaluating the prior year's programs and performance;
- Making budgeting and resource allocation decisions within the context of a strategic plan; and
- Conducting operational reviews of administrative practices, procedures, rules, and organizational structures to identify changes that improve the quality of service, control costs, streamline procedures, and to promote access to justice.