

2004-
2010

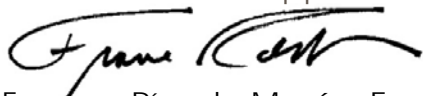
REPORT OF OPERATIONS



HONORABLE JOSÉ A. FUSTÉ, CHIEF JUDGE
FRANCES RÍOS DE MORÁN, ESQ., CLERK OF COURT

Special Acknowledgements

Over the years encompassed by this Report, many persons have collaborated towards its completion. However, I want to especially recognize the contribution of Management Analyst Gizelle M. Rivera. Gizelle spent countless hours researching, compiling, drafting, and editing the information included in the Report, all with great care and dedication. I also want to make a special mention of Programmer Analyst José A. Aponte-Lucena and Computer Technology Administrator Edgar Natal for their invaluable support in this endeavor.



Frances Ríos de Morán, Esq.
Clerk, U.S. District Court

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Hon. José A. Fusté

A Message from the Chief Judge

These past seven years as chief judge have been among the most demanding and, at the same time, rewarding, in my judicial career. As chief judge, I inherited a wide array of administrative duties from my predecessor. This allowed me to gain a better understanding of the complexities in the Court's infrastructure, while working even more closely with the Clerk of Court, the Clerk's Office's staff, as well as the U.S. Probation Office. This interaction with staff has been one of the greatest satisfactions of my tenure.

I am pleased that this Report of Operations provides an overview of the many projects that came to fruition while I was chief judge. The Case Management/Electronic Case Filing (CM/ECF) is a major project that was implemented in 2004 and with which I became involved since its inception. The use of technology in court administration and in judicial proceedings requires close monitoring. While it has placed the Court "in the 21st Century," it has an important impact on productivity, privacy, and fairness, not to mention in the Court's budget. We have actively monitored the effectiveness of information technology in all areas. At the same time, we have made it more accessible to all judges and staff by implementing the use of laptops, smartphones, tablets, and electronic calendar programs.

I would be remiss if I did not make a special mention and recognition of the unwavering support of Frances Ríos de Morán, our Clerk. Her vast administrative experience certainly played a foremost role in my ability to juggle the many responsibilities as chief judge without affecting my caseload statistics.

At the end of my term, I pass the gavel to the Honorable Aida M. Delgado-Colón with the knowledge that we were able to implement many technological advances, to manage our budget wisely ensuring future preparedness, and to ensure security and fairness in all proceedings regardless of complexities and pretrial publicity. After all, our first and foremost duty is to serve the public by resolving cases and applying the rule of law.



Frances Ríos de Morán, Esq.

A Message from the Clerk of Court

The time period encompassed by this Report of Operations is one characterized by change in every aspect of the life of our Court: changes in Chief Judges, in filing procedures, in the way personnel is evaluated, plus innumerable changes in courtroom and information technology. Not surprisingly, this Report is being concluded in the midst of a major renovation project in the Clemente Ruiz Nazario U.S. Courthouse and the Federico Degetau Federal Building. Having incorporated all of these changes into our daily operations, we know the Court is ready to meet the challenges of the future and to meet them successfully.

The timing of this Report has great personal significance for me, as I approach my career milestone of 50 years, a half-century of civil service to the Commonwealth of Puerto Rico and to the United States of America. What I have treasured the most throughout these years have been the ethical values which public service instills, and the opportunity to make a career out of the sheer desire to serve the public as it deserves to be served: honestly and conscientiously. I have devoted my entire professional career to being an ambassador of true public service and to instill these values among my staff.

I believe the level of public confidence in the United States District Court for the District of Puerto Rico is a tribute to the public service of its loyal and able staff and to the integrity of its judges. As an institution, our trademark is a shared culture of the highest ethical values, where service in and out of the courtroom is characterized by competence and honesty.

Another change, albeit not a welcome one, during the period covered by this Report has been the economic decline not just in Puerto Rico but throughout the entire world. Yet, once again, our Court has met the challenge by managing a smaller budget without compromising performance and service, streamlining operations, and rethinking the use of both human and material resources. Unlike other government agencies –and even private enterprises—our Court has not had to lay-off a single employee.

I have worked closely with Chief Judge Fusté and all the judges driving forth a host of projects and improvements to support the Court's mission to administer justice efficiently, included among them: courtroom technology, our case assignment system, the use of electronic transcripts, and the implementation of the Chambers Electronic Organizer and the Electronic Court Calendar. I invite you to read our Report of Operations to learn more about the many positive changes that have taken place over the past seven years.

With much already accomplished, the Court stands ready, with enthusiasm and confidence that in these years to come it will continue to maintain the highest standards in the administration of justice for the people of Puerto Rico, and will remain a model for the rest of the United States judicial system.

United States District Court District of Puerto Rico 2010



District Judges

- **José A. Fusté, Chief Judge**
- Carmen Consuelo Cerezo
- Jay A. García-Gregory
- Gustavo A. Gelpí
- Francisco A. Besosa

Senior District Judges

- Jaime Pieras, Jr.
- Juan M. Pérez-Giménez
- Salvador E. Casellas

Magistrate Judges

- Justo Arenas, Chief Magistrate Judge
- Camille L. Vélez-Rivé
- Bruce J. McGiverin
- Marcos E. López

United States District Court District of Puerto Rico 1789-2010

The Historical Portraits Project

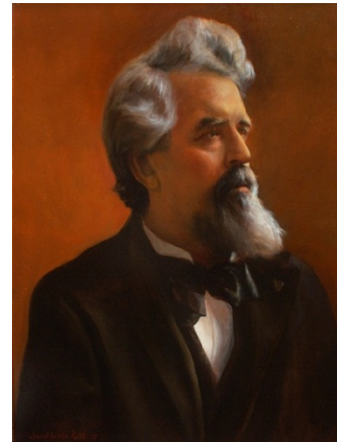
Chief Judge José A. Fusté embarked in a three-year historical project to pay tribute to all past and present federal judges who have sat in the District of Puerto Rico since the establishment of the Provisional Court in 1898. Following the tradition of other courts in the federal judiciary, Chief Judge Fusté commissioned Boston-based artist David Wells Roth to paint the portrait of each individual judge. Mr. Wells worked closely with Chief Judge Fusté and Satellite Librarian Ana Milagros Rodríguez during the arduous process of documenting and reconstructing the images and settings for each portrait. The collection of historical portraits is in permanent exhibition at the Clemente Ruiz Nazario United States Courthouse in San Juan, Puerto Rico.



Major Eugene D. Dimmick (1899-1900)



Noah Brooks Kent Pettingill (1899-1900)



Charles Francis McKenna (1904-1906)



Major Earl D. Thomas (1899-1900)



William Henry Holt (1900-1904)



Bernard Shandon Rodey (1906-1910)



John James Jenkins (1910-1911)



Arthur Fuller Odlin (1921-1925)



David Chavez, Jr. (1947-1950)



Paul Charlton (1911-1913)



Ira Kent Wells (1925-1934)



Thomas Hagan Roberts (1950-1951)



Peter Joseph Hamilton (1913-1921)



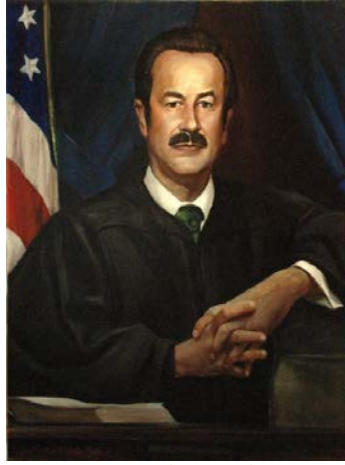
Robert Archer Cooper (1934-1947)



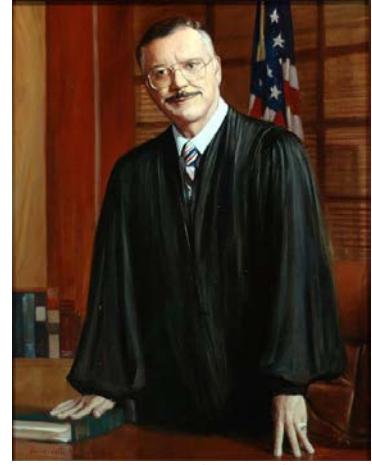
Clemente Ruiz Nazario (1952-1966)



Hiram Rafael Cancio (1965-1974)



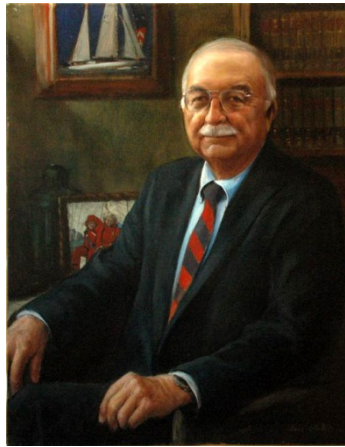
Hernán G. Pesquera (1972-1982)



Gilberto Gierbolini-Ortiz (1980-2004)



Juan B. Fernández-Badillo (1967-1989)



Juan R. Torruella (1974-1984)



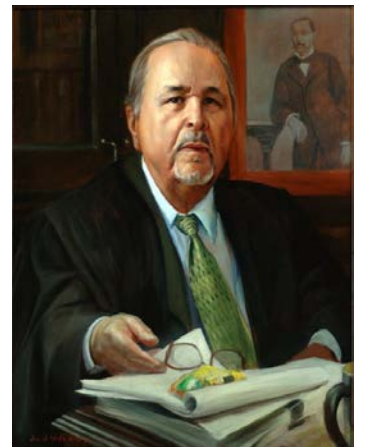
Carmen Consuelo Cerezo (1980-present)



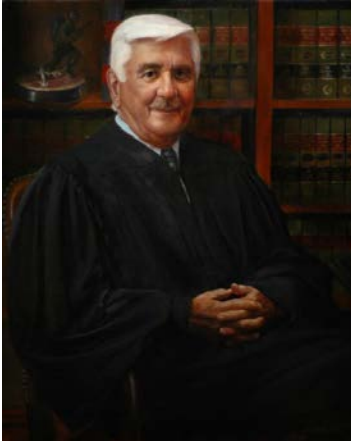
José V. Toledo (1970-1980)



Juan M. Pérez-Giménez (1979-present)



Jaime Pieras, Jr. (1982-2011)



Raymond L. Acosta (1982-2010)



Salvador E. Casellas (1985-present)



Aida M. Delgado-Colón (2006-present)



Héctor M. Laffitte (1983-2007)



Daniel R. Domínguez (1994-present)



Gustavo A. Gelpi (2006-present)



José A. Fusté (1985-present)



Jay A. Garcia-Gregory (2000-present)



Francisco Augusto Besosa (2006-present)

Mission Statement

We take pride in the performance of our duties with courtesy, respect, equality and fairness, in an accurate and knowledgeable fashion.

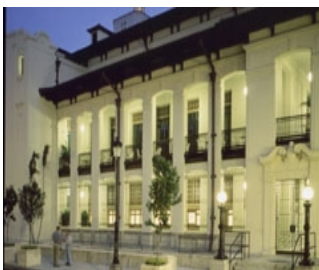
The mission of the Clerk's Office of the United States District Court for the District of Puerto Rico is to provide clerical, operational, and administrative support to all areas of the federal judicial administration process, through the highest quality of service to the Court, members of the bar, other agencies, and the public. In providing efficient management support to the Court and its affiliates, we take pride in assisting the Court to promote public trust and confidence in the Federal Judicial System.

We pledge to:

- ✦ Maintain the highest standards of professionalism and ethics in compliance with the governing rules and regulations
- ✦ Always strive to improve the quality of our services
- ✦ Perform our duties with courtesy, respect, equality and fairness, in an accurate and knowledgeable fashion
- ✦ Encourage teamwork, education and pursue training programs to adapt to the growing needs of the Court and the public, in response to technological advances and innovations in the law.



Joint entrance to the Federico Degetau Federal Building (to the left) and the Clemente Ruiz Nazario United States Courthouse (to the right)



José V. Toledo United States Courthouse

Court Profile

The Clerk's Office for the District of Puerto Rico operates with a staff of 72 employees and 8 court reporters, as of December 31, 2010. Its main office is located at the Federico Degetau Federal Building, adjacent to the Clemente Ruiz Nazario United States Courthouse, at 150 Chardón Street in San Juan, near the banking district. A satellite office is located at the José V. Toledo United States Courthouse in Old San Juan. The Luis A. Ferré United States Courthouse, inaugurated in 2005, is located in the southern Municipality of Ponce. Seven active Article III judges, four senior judges, and four magistrate judges manage the Court's caseload.

The Office of the Clerk: Organizational Chart

Frances Ríos de Morán, Esq.
Clerk of Court

Court Services Rebecca Agostini-Viana	Systems Norman R. Aybar Julio M. Dávila	Operations Lida I. Egelé	Finance and Administration Ada I. García-Rivera, Esq. CPA	Human Resources Carmen I. Arroyo
Jury Administration	Programming	Intake and Reproduction	Budget	Budget and Staffing
Civil Violations	Network Administration	Case Management	Property and Procurement	Performance Management
Court Reporting	Automation Support	Data Quality Control	Accounting	Development and Recruitment
Interpreter Services	CM/ECF	Records Management	Policy Recommendations	Communication
Statistics	Web Administration	Statistics	CJA	Employee Benefits Coordination

Human Resources



Human Resources Manager Carmen I. Arroyo (standing) and Human Resources Specialist Cindy Alequin-Santiago.

One of the most salient improvements to Human Resources management in our District is the implementation of the Human Resources Information System (HRMIS). This is the culmination of an effort which began in 2003, when the Administrative Office of the United States Courts commenced its efforts to replace the personnel and payroll legacy computer system with HRMIS, a PeopleSoft™ Program. Through its new and enhanced applications, HRMIS has significantly improved the speed and accuracy of data entry in the Human Resources Section.

In 2005, the HRMIS Program Office successfully deployed HRMIS View Access. This new tool has allowed us to answer questions, review and verify information, and produce reports without having to contact the Administrative Office.

More recently, on November 2008, HRMIS HRAccess and eService were made available to all employees and judicial officers across the U.S. Courts. With HRAccess employees are able to use online tools such as:

- ❖ eOPF – employee and HR staff access to Official Personnel Folders
- ❖ EOD – automation support for completion of new hire forms

- ❖ eService – secure Internet access through which employees may update their payroll and personal information
- ❖ RDE – remote data entry of personnel and payroll transactions

Another significant milestone for the Human Resources Section is the implementation of a new Performance Management Program and ePerformance.

Monitoring and measuring employee performance is not only crucial for effectively carrying out the Clerk's Office mission but is also an important element in developing and implementing new programs efficiently, giving the right tools to the right people for optimum results. Our District reviewed and updated its Performance Management Plan (PMP) pursuant to the recommendations of the Judicial Conference of the United States for salary progression and funding. As a result, job elements and performance standards were revised. Court managers and employees also received training on ePerformance, an application which automates the execution of the Court's PMP, and how progress reviews and performance appraisals are essential to recognize an individual's contributions and to develop his or her talents.

Our efforts and hard work have paid off with our PMP, praised as one of the most comprehensive and well-written across the Nation.

We recognize our managers and employees for their resiliency and their positive approach to the changes brought about by these new programs and the strategy to streamline management by the use of technology. Human Resources management continues to focus on selecting and developing the right people to fulfill the demands of a variety of judicial services ethically, fairly and efficiently.

Trainings



2004

Development and Training for Managers and Staff
 FAS₄T System Administration
 Juror Management and Utilization Seminar
 Basic Procurement Seminar
 Jury Impaneling Meeting
 CM/ECF Dictionary Class
 Conference for Clerks, Executives and Chief Deputy Clerks

2005

Strategic Planning Workshop
 Linux System Administration Training SAT-400

2006

Strategic Planning Workshop
 CM/ECF Version 3.0 Test
 Combined 1,2,3 Circuit IT Conference
 Visit to the Administrative Office of the U.S. Courts
 District Meeting

2007

Dispute Resolution Conference
 National Court Budget Management Training
 CJA Training Class
 CM/ECF Operational Practice Forum
 Court Interpreter Advisory Group Meeting
 Federal Court Interpreter Certification Exam Rater Training
 Staff Court Interpreter Certification Oral Exam Rating
 First Circuit IT Conference
 Courtroom Deputy Clerk Training
 FAS₄T Server Consolidation Project

Trainings



2008

CJA Training
CM/ECF District Operational Practices
Combined 1,16,7 10th Circuit IT Conference
Automation Trainers Conference
CM/ECF Dictionary Class
CM/ECF New Civil Case Opening and Credit Card Module

2009

First Circuit Human Resources Meeting
National CJA Voucher Training
FAS₄T Forum
Performance Manager Train-the-Trainer
Federal Staff Interpreters Training
Federal Court Leadership Program
Captive Class
GSA Building Renovation Projects Meeting
Workshop for Experienced Court Managers
Jumpstart Workshop for Judicial Assistants
Training for Federal Court Interpreter Oral Exam
HR Academy
CM/ECF Operational Practices Forum
FCICE Rating Event
CM/ECF Programming with HSGS & PERL
Lefthand Training
Court Interpreters Advisory Group
Courtroom Technology Conference
Budget Fundamentals
ARRA
CCAM Implementation
FAS₄T New User Training
Chambers Electronic Organizer (CEO)

Trainings



2010

Managing a Capital Construction Project
Civil/Criminal Accounting Module (CCAM)
Implementation
FAS₄T New User Training
District Court Statistical Training
CJA Panel Attorney Payment System Upgrade
Automation Trainers
GSA Expo
JIT Training for Trainers
IS Work Projects
Next Generation CM/ECF
IT Conference
CM/ECF District Operational Practices Forum
FMS Payment Management Customer Conference
Federal Court Leadership Program
Notes Administration Training
Leave Tracking
Court Interpreters Advisory Meeting
National Workshop for Pro Se Law Clerks
MMS Users Workshop
National CJA Voucher Policy Train-the-Trainer Session
Budget Fundamental Training
Personal Property Utilization and Disposal Training
Appropriation Law for Certifying Officers
CJA eVoucher
Statistics Training

Human Resources Transactions

Promotions

Agostini, Rebecca	Court Services Manager
Alequín-Santiago, Cindy	Human Resources Assistant
Almeida, Neil D.	Financial Specialist
Arroyo, Carmen I.	Human Resources Manager
Arroyo-Rosario, José L.	Cashier
Egelé, Lida Isis	Operations Manager
García-Rivera, Ada I.	Administrative Manager
González, Freddie	Financial Specialist
González, Janice	Docket Entry Clerk
Kalife, Kim D.	CM/ECF Project Manager
Meléndez, Mayra Ivette	CJA Processing Clerk
Narvaez-Beauchamp, Laura R.	Data Quality Analyst
Natal, Edgar	FAS ⁴ T Systems Support Specialist
Pérez, Javier	Property and Procurement Specialist
Rivera, Gizelle M.	Management Analyst
Sánchez-Rivera, David	Network Administrator
Serrano, Carmen I.	Administrative Assistant to Chief Deputy
Tacoronte-Torres, Carmen	Courtroom Deputy Clerk
Torres, Franchesca	Docket Clerk / Courtroom Deputy
Vázquez, Mirraael	Automation Support Specialist
Villavicencio-Colán, Diana	Docket Clerk / Courtroom Deputy

Transfers

Caraballo, José Noel	Minnesota District Court
Chirolla, Alex D.	Federal Bureau of Investigation
Mortera, Marlene	U.S. Probation Office
McDougall, Michael	U.S. Postal Service
Rodríguez, Carmen C.	Federal Public Defender
Rodríguez-Quilichini, Edgardo	Social Security Administration
Serrano, Angeles T.	U.S. Court of Appeals for the First Circuit
Soto-Torres, José M.	U.S. Marshals Service



New Hires

Alicea, Gean Paul	Data Quality Analyst
Arroyo, José L.	Records and Reproduction Clerk
Bandas, Raúl E.	Chief Deputy Clerk
Betancourt-de Jesús, Amarilis	Data Quality Analyst
Brayfield, Edna	Court Interpreter
Cabrera-Vélez, Marirosa	Courtroom Deputy
Calderón, Melissa M.	Administrative Clerk
Calderón-Acevedo, Rafael	Data Quality Analyst
Chirolla-Rodríguez, Alex D.	Data Entry Clerk
Descartes, Marielle A.	CJA Specialist
Díaz-Santiago, María Luz	Judicial Assistant
Dratwa, Donna W.	Court Reporter
Eastvold, Vicki L.	Court Reporter
Ferrer-Auffant, Agnes L.	Administrative Assistant to the Clerk
Galíndez, Gilbert	Data Entry Clerk
Hita-Guzmán, Janet	Judicial Assistant
Kellogg-de Jesús, Rebecca	Pro Se Law Clerk
Manford, Barbara	Architect/Project Manager
Marcano-Vázquez, Wanda I.	Judicial Assistant
Marrero, José	Automation Support Specialist
Mehta-López, Jyoti M.	Courtroom Deputy Clerk
Meléndez, Mayra Ivette	Data Quality Analyst
Ogden, Robert D.	Automation Support Specialist
Pérez, Javier	Intake Clerk
Rivas-Pérez, Elba I.	ECRO/Courtroom Deputy Clerk
Rivera, Linda I.	Judicial Assistant
Rodríguez, Brunilda	Judicial Assistant
Rodríguez-González, Antonio	Records & Reproduction Clerk



New Hires (cont.)

Romañach, Gladys	Courtroom Deputy Clerk
Sánchez-Rivera, David	Network Administrator /Automation Support
Smith, Mary Jo	Court Interpreter
Soltero-Palés, Jorge E.	Attorney
Soto-Torres, José M.	Records & Reproduction Clerk
Toledo, Félix	Court Interpreter
Torres-Maldonado, Luis	Automation Support Specialist
Tossas, Laura J.	Judicial Assistant
Trigo-Ferraiuoli, Mercedes	Pro Se Law Clerk
Villavicencio-Colán, Diana	Data Quality Analyst
Volpe, Rolayne M.	Court Reporter
Walker, Amy A.	Court Reporter



Retirements

Acosta, Judge Raymond L.
 Alicea, Lydia E.
 Cosme-Oquendo, Inez
 Kavelin, Thomas H.
Laffitte, Judge Héctor M.
 Mollfulleda, Blanca T.
 Pineda, Arthur G.
 Rios, Edith
 Rivera, Ilma C.
 Rivera, Laura E.
 Valencia-Aponte, Angel A.
 Vazquetelles, Boabdil
 Vázquez, Edilia
 Vilá-Sellés, Vilma J.



Judge Héctor M. Laffitte and Clerk of Court Frances Ríos de Morán, Esq., during the judge's Retirement Ceremony.

Administration and Finance

The Finance Section's responsibilities have grown as a direct result of the new projects undertaken by its staff such as, the Clerk's Office Expansion Project, including completion of Jury Assembly Lounge, as well as major remodeling of courtrooms and judicial chambers.

The Finance Section is responsible for assisting the Clerk of Court in the management of the Court's funds which include collected fees, securities and collaterals, and locally held registry funds. It also assists the Clerk in assuring that disbursements and other financial management responsibilities comply with U.S. Treasury regulations and internal controls, and compliance with reporting requirements. Funds invested under the custody of the District of Puerto Rico average a total of \$100 million, distributed into approximately 900 accounts.

- **Jury Payments.** In 2007 the Finance and Systems Sections cooperated towards the design of a new jury payment program. This program was successfully implemented in order to expedite payments to jurors. The program also provides a more efficient manner to make corrections to jurors' addresses.
- **Pay.gov.** In March 2008 the District of Puerto Rico began accepting credit card payments from attorneys via the Internet using Pay.gov. Pay.gov is a secure website which allows for processing and filing electronic payments to government agencies. Attorneys in our District can now access the service to pay filing and other Court fees.
- **CCAM.** In July 2010, the Finance Section staff completed the

implementation of the Civil/Criminal Accounting Module (CCAM). CCAM is a new component of the Financial Accounting System for Tomorrow (FAS₄T) and supports cash receipting and civil/criminal debt management, integrating civil and criminal accounting and cash receipting functionality with the system. This was a very complex and time-consuming project that required extensive training account clean-up and data reconciliation. Thanks to the Finance Section's hard work, attention to detail, organizational skills and knowledge, the implementation was a complete success and the Court was able to "go-live" one month before the targeted date set by the Administrative Office.

- **Audit.** On April 2009, Kearney & Company (K&C), an independent firm of certified public accountants and consultants, audited the Summary Statement of Accountability and Transactions of the United States District Court for the District of Puerto Rico encompassing the 51-month period ending March 31, 2009, the Quarterly Reconciliation of the Registry Fund Account, and the Quarterly Reconciliation of the Unclaimed Funds Account. K&C also audited other tasks performed by the Finance Section. K&C determined that all financial statements examined were in accordance with the accounting principles prescribed or permitted by the Administrative Office of the United States Courts.

Administration and Finance Staff

Administrative Manager
 Ada I. García Rivera, Esq., CPA

Assistant Financial Administrator
 Ralph Rodríguez

Project Manager & Procurement Administrator
 Manuel Sellés

Financial Specialist
 Freddie González

Financial Specialist
 Marielle Descartes

Financial Specialist
 Neil Almeida

CJA Specialist
 Mayra I. Meléndez

Property and Procurement Specialist
 José Concepción

Property and Procurement Specialist
 Javier Pérez

Audio /Video Specialist and Procurement Assistant
 Noel Rodríguez



Seated from left to right: Clerk of Court Frances Ríos de Morán, Esq., and former Administrative Manager Edith Ríos. Standing from left to right: Administrative Manager Ada I. García-Rivera, Esq., CPA, Ralph Rodríguez, Freddie González, José Concepción, Noel Rodríguez, Marielle Descartes, Manuel Sellés, Neil Almeida, Javier Pérez, and René Rivera.

Criminal Justice Act

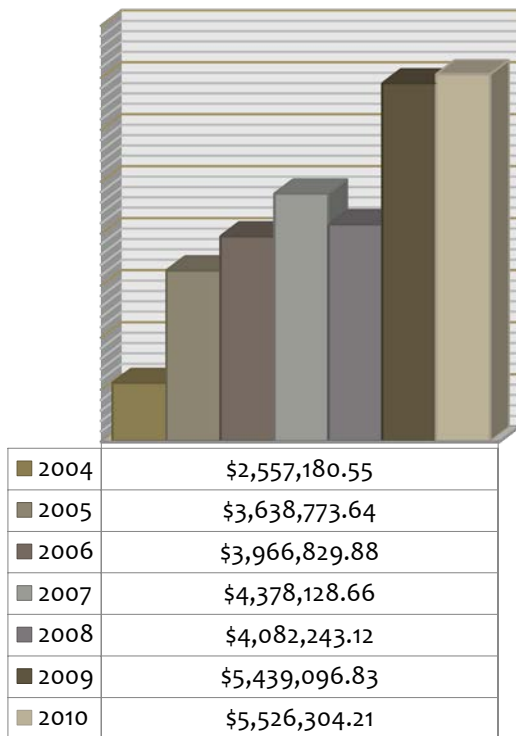
Pursuant to the provisions of the Criminal Justice Act of 1964, as amended, 18 U.S.C. §§ 3006A, et seq., (CJA), the United States District Court for the District of Puerto Rico adopted a Criminal Justice Act Plan on October 1, 1995, which was amended on January 21, 2004.

The District Court's CJA Committee was chaired by the U.S. District Judge Juan M. Pérez-Giménez until October 2006. U.S. District Judge Aida M. Delgado-Colón chairs the CJA Committee since November 2006. The CJA Committee is also comprised by Chief U.S. Magistrate Judge Justo Arenas, U.S. Magistrate Judge Bruce J. McGiverin, Clerk of Court Frances Ríos de Morán, Esq., Federal Public Defender Héctor E. Guzmán, and five members of the bar, to wit: Héctor Deliz, Jorge E. Vega-Pacheco, Thomas R. Lincoln, Linda Backiel, and National CJA representative Rachel Brill. CJA Panel attorneys are appointed for staggered terms of one, two or three years.

The annual application process for membership in the CJA Panel resulted in the selection seven new panel members in 2004, twenty-four in 2005, twenty in 2006, eighteen in 2007, twenty-three in 2008, seven in 2009, and seventeen in 2010. As of December 31, 2010, the CJA Panel was comprised by eighty-two (82) attorneys.

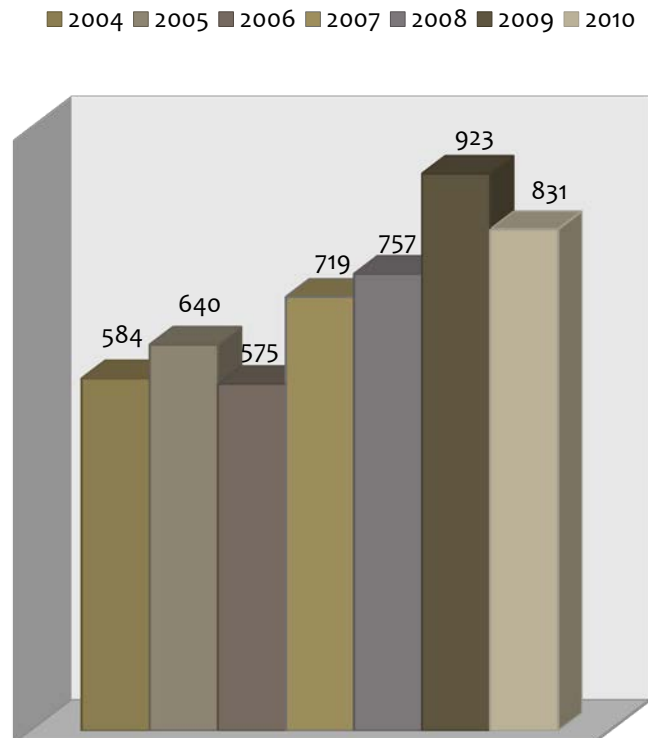
Financial staff audits vouchers to ensure that claims are allowable under the CJA, as well as the Guidelines for the Administration of the Criminal Justice Act adopted by the Judicial Conference of the United States, so that all vouchers can be processed expeditiously for payment.

CJA Payment Summary



Source: Monthly reports generated by CJA Payment Program for 12-month periods ending December 31.

CJA Vouchers Processed



Source: Monthly reports generated by CJA Payment Program for 12-month periods ending December 31.

Space and Facilities

During the period covering this report, with the support of Chief Judge Fusté, the Clerk of Court, Frances Ríos de Morán, Esq., made it a programmatic priority to perform a much needed refurbishing of the district courtrooms in coordination with the courtroom technology Evidence Presentation Systems' upgrades.



Renovated upper bench area in a district judge's courtroom.

The work included the refurbishing of the millwork (paneling, upper and lower bench, jury and witness boxes) which in some instances required its replacement as some of the millwork was beyond



Renovated jury box with new seating and evidence presentation monitors.

The illuminated ceilings were also refurbished with new light fixtures and tiles. Ceilings and walls were painted and new carpeting installed. New furniture was purchased to complement the restoration.



Fully renovated district judge's courtroom, new millwork, carpeting, and furnishings; evidence presentation system at the podium and monitors at counsel table.

The work was entirely accomplished with local funds from cyclical maintenance and significant savings were achieved through direct contracting and close contract monitoring. Special recognition is given to Property and Procurement Specialists José Concepción and Javier Pérez who, under the direction of Manuel Sellés helped accomplish this important project within a very tight schedule.

Many changes occurred during the reporting time to accommodate the appointment of new District Judges and Magistrate Judges. Many judges' chambers were refurbished, including restoration of the millwork, new electrical and data wiring, new carpeting, painting, etc. Large furniture acquisitions were completed for new District Judges Francisco A. Besosa, Aída Delgado-Colón, Gustavo A. Gelpí, and Magistrates Judges Camille Vélez-Rivé, Bruce J. McGiverin and Marcos E. López.

This period has also been a very busy time for the Clerk's Office as it underwent expansion and renovation. The office expanded to twice its previous size. Notably, while the space that was being renovated was the work

site of 80+ Clerk's Office staff the project did not include swing space. Let us say that we were "more closely knit" for a while.



New entrance to the Clerk's Office Administration and Finance Section.

This also meant that the renovation had to be planned in phases, relocating the staff to small areas of the space being renovated. This involved the design of a swing space to accommodate special activities of the Court such as the customer service area, cashier, bail room, etc. In addition, temporary data and telephone wiring, carpeting, and minor alteration of the work space, to name just a few details, were required to reasonably accommodate the staff during that time.



A hallway within the Clerk's Office Operations Section, fully equipped with new and modern modular furniture.

All in all, the project was a success in bringing the Clerk's Office to new renovated space with the latest in systems furniture design and automation equipment, etc.

As a result of this project, the Clerk's Office has an effective and adequate space environment --one that truly does justice to the U.S. District Court for the District of Puerto Rico. Our heartfelt gratitude to Barbara Manford, Assistant to the Circuit Executive for Space and Facilities, for her role in support of this project including design, funding and overall project management.



The Operations Section's conference room has since been converted into two additional workstations.

The jury rooms in our district courtrooms are also being refurbished, first of all, with the addition of kitchenettes as well as fresh painting, carpet or tiles, and furniture as needed.



One of the jury rooms, all comfortably equipped for sitting jurors.

Other projects that the District Court initiated are as follows:

- Wainscot paneling and refurbishing of Magistrate Judge Arenas' courtroom.
- New specialized air conditioner for the systems computer room \$80K
- Installation of tiles in Grand Jury witness rooms
- Tenant Alteration work to install all conduits necessary in Magistrate Judges Arenas' and Lopez's chambers to install kitchenettes
- Refurbish several Judges' bathrooms
- Replacement of wall base and chair rail in Magistrate Judges Lopez's and McGiverin's Chambers
- Refurbish bookshelves in Judge Dominguez's Chambers
- Refurbish Judge Cerezo's kitchenette
- New Aeron Chairs for Clerk's office staff
- Replacement of Systems furniture in our Old San Juan Clerk's Office Annex.

Chief Judge José A Fusté and the Clerk of Court, Frances Rios de Morán, Esq., began 2010 with a host of major projects under their responsibility. The construction of senior judges' chambers in our Old San Juan offices and a courtroom for the immediate use of District Judges that will temporarily be moved to Old San Juan while their chambers are being renovated in Hato Rey are a priority. The chambers and courtroom are finished and ready to be used pending installation of court technology, including an evidence presentation system in the courtroom. After the renovation of the Hato Rey chambers is complete, the Old San Juan chambers will be used by district judges who take senior status.

The renovation of the Federico Degetau Federal Building and the Clemente Nazario Courthouse as part of the High Performance Green Building Modernization project under The American Recovery and Reinvestment Act of 2009, is another project that began under Chief Judge Fusté's tenure. One-hundred million dollars have been earmarked for this project in which the building will be renovated with the following objectives in mind:

- Energy & Water Conservation
- Redesign & replace 40 year old systems
- Upgrade Fire Protection & Life Safety Systems
- Implement energy conservation program
- Intelligent lighting system
- Advanced metering
- Renewable energy with photovoltaic panels
- Design excellence
- Dignify and enhance the entrance experience
- Enhance the historic character of the Federal Courts & Federal Building
- Preserve and enlarge the entry
- Express the open canopy style breezeway of the original entrance
- Resolve visitor congestion at entrance security checkpoint
- Create a spatial hierarchy of public spaces
- Visually link the building entry to public lobbies & corridors
- Redesign the public spaces in the FOB with new finishes & colors, new lighting & ceilings, new wayfinding & signage
- Construction Excellence

Other construction projects which partly came about due to the many studies and reports that our District Court spear-headed in reporting the conditions of the buildings include the construction of a self-sustaining multi-level garage with

many green solutions such as, solar panels for sustainability and designated parking spaces for electric cars with charging stations. Also, the windows of both the federal building and the Courthouse in Hato Rey will be replaced with energy efficient windows that are also blast and wind resistant to the required levels. In addition, the replacement windows in the Courthouse also comply with bullet-proof specifications. These projects, as well as others in their planning stage, will no doubt keep the District of Puerto Rico very busy for many years and the results of which we hope to report in our next publication.



Construction of 4-level 500-vehicle parking garage at Federico Degetau Federal Building
Photo: www.gsa.gov



Rendering of parking garage at Federico Degetau Federal Building. Photo: www.gsa.gov



The Clemente Ruiz Nazario United States Courthouse and Federico Degetau Federal Building are 35-year old interconnected structures which are currently under renovation. Photo: www.gsa.gov



The central atrium of the Clemente Ruiz Nazario United States Courthouse houses the portraits of the judges who have sat in the District of Puerto Rico. The series of portraits was commissioned to Massachusetts-based artist David Wells Roth. Photo: www.fjjpr.com



A view of the José V. Toledo United States Courthouse located in the Old San Juan Historic District. Photo: www.gsa.gov



José V. Toledo United States Courthouse
Photo: www.gsa.gov

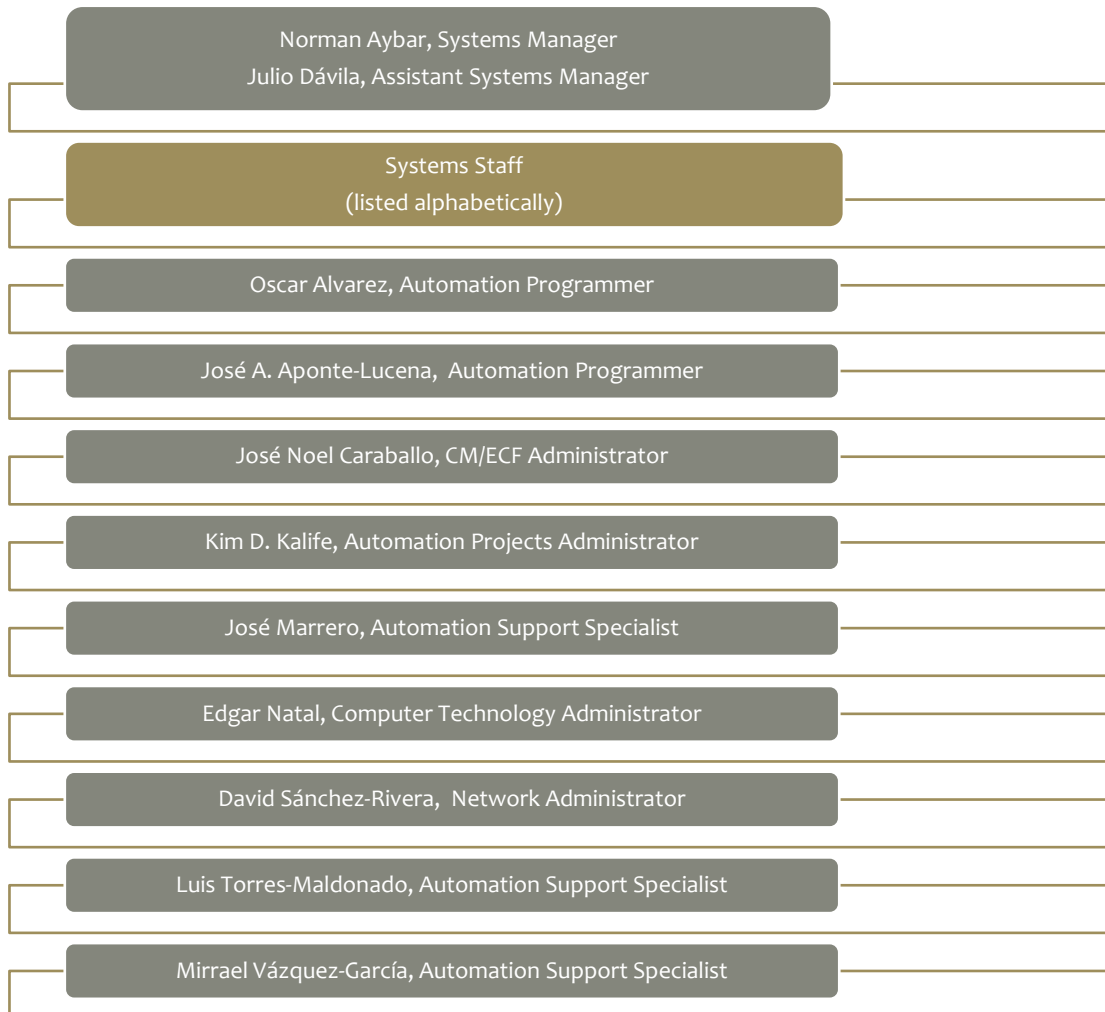
Systems

The Systems Department plays an important role in the deployment of information technology and developing local initiatives within the Court. The United States District Court for the District of Puerto Rico promotes and supports the utilization of information systems in order to provide the best possible service to the Court, the bar, and the general public by establishing and maintaining the necessary structure and facilities to sustain both national, and local automation efforts.



Seated (from left to right): Norman Aybar and Julio Dávila.

Standing (from left to right): Oscar Alvarez, José Noel Caraballo, José A. Aponte-Lucena, Kim D. Kalife, Mirrael Vázquez-García, David Sánchez-Rivera, and Edgar Natal.



IT Events

2004/05

CM/ECF Live	On January 20, 2004, our District implemented the Case Management / Electronic Case Filing System, with an upgrade to Version 2 on April 2005.
Attorney Fees Database	With implementation of the Attorney Fees Database, the cashier keeps track of payments of annual bar membership fees.
IT Security User Training	Computer Security User Training was given to all Clerk's Office, chambers, and U.S. Probation and Pretrial Services Office staff.
New Jury Wheel	A new JMS Jury Wheel was implemented and configured for scanning and printing jurors' questionnaires.
Internet Monitoring System	Our District began using Internet Security and Accelerator (ISA) software to detect possible misuse of computer systems and monitor Internet traffic over the Court's network.
Novel Servers Upgrades	Four new Novel Servers were configured and installed for the U.S. District Court's facilities at the Clemente Ruiz Nazario and José V. Toledo U.S. Courthouses, and the Probation and Pretrial Services Office.
PACTS/ECM and FAS ₄ T	Upgraded FAS ₄ T to Version 3.0 , as well as the Probation and Pretrial Services Office Automated Case Management System (PACTS/ECM).
Personnel Follow-up Application	Implemented a Personnel Follow-up Application which enables notification of important deadlines as applicable to each employee.
Contract Court Interpreting Log System	Implemented program to keep a log of all contracted interpreting services, facilitating the Finance Department's reconciliation of payment vouchers and reporting.
Continuing Legal Education	Created a program for registration or follow-up for attorneys participating in CLEs.



2006/07

Lotus Notes Server Replacement	With the implementation of the Server Replacement / Consolidation Plan, we upgraded server hardware and software to Lotus Domino Version 7.2, in compliance with U.S. Courts standards.
Juror Payment Processing	The Finance, Jury and Systems Sections coordinated and created procedures and a computer program to enable the correction of juror addresses in an effort to prevent delays in juror payments. The new processes and software will save over 150 staff-hours per year.
IT Security User Training	In compliance with U.S. Court policy, all Court users received IT Security User Training. The training is presented in two versions: initial, for recently hired staff; and recurring, for all others.
Wireless Internet Service	All courtrooms are equipped with Courtroom Connect™ public wireless Internet service for members of the bar.
Installation of and Migration to new ISA server	IT staff installed monitoring tools in accordance with National U.S. Courts standards. The main purpose of this software is to monitor the frequency of users' access to particular sites during regular working hours to detect possible misuse.
WEB Calendar Monitor Application	A new WEB calendar program was developed and a 42" LCD monitor was installed in the lobby area of the Clemente Ruiz Nazario U.S. Courthouse.
WEB Information Kiosk	A WEB based public information kiosk application was developed and a monitor was installed in the lobby area of the Clemente Ruiz Nazario U.S. Courthouse.
Restricted Filing and Viewing Module	The CM/ECF Restricted Filing and Viewing Module was implemented.
Manual of Procedure for Civil and Criminal Cases	The Manual was revised and updated.
CM/ECF Case Assignment System	A new CM/ECF Case Assignment System was implemented.
ELMR	Our District implemented a new time and attendance tracking system, the Electronic Leave Management Resource (ELMR) System.
JMS Migration to LINUX	The JMS system was migrated to the CM/ECF LINUX server due to the implementation of a more cost-effective service delivery model. By residing on the CM/ECF server, JMS inherits replication, which improves JMS' Continuity of Operations (COOP) capacity.
COOP Equipment Acquisition	Three Sprint wireless cards and nine Dell notebooks were acquired to be distributed to Clerk's Office key staff.
FTR Installation	The latest versions of FTR software and hardware were installed in all courtrooms to enable real-time recording capability.

2006/07 continued

FTR	The latest version of FTR software and hardware was installed in all active judges' courtrooms to ensure capability of recording of any proceeding in real time.
3Com Switches	Four of our data 3Com switches which connect the judges to the internal network were upgraded to CISCO.
PACTS v. 5	PACTS was upgraded to Version 5 due to a change to the LINUX Operating System platform.
Probation/Pretrial Internet	A new Probation/Pretrial Internet Website was developed to consolidate information of both offices within the same web page; a new web server was also configured and installed.
U.S. Probation Online Learning Center	A training management web application was developed, including online enrollment, e-learning modules and e-mail notification.
U.S. Probation Drug Phase Testing	A web application was developed to schedule appointments for random drug testing. As a result, officers are able to assign their clients to phases and appointments are issued accordingly. This application will be expanded to include DNA testing.
U.S. Probation Vehicle Reservation System	Design and analysis to migrate the existing U.S. Probation Vehicle Reservation System from Microsoft ASP.net to an open source environment, as requested by the Gator grant.
U.S. probation MAPSYS	This is a program which creates a geographic representation of the physical address of U.S. Probation clients in the District of Puerto Rico.

2008/09

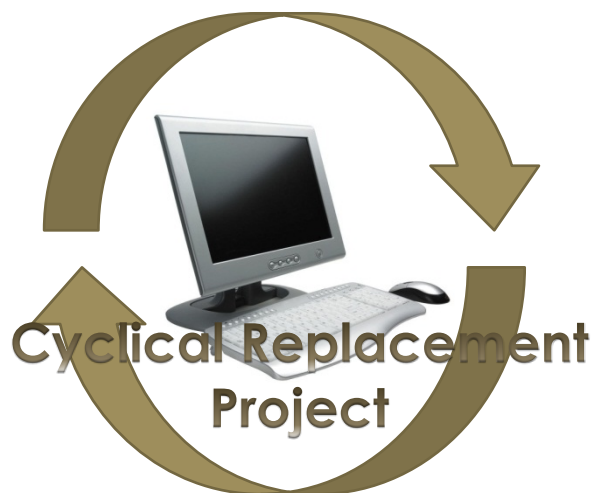
IT Technical Training	Four IT staff members received the Microsoft Learn Active Directory and Group Policy training.
Inventory System	Began collection of data for the Property and Procurement Inventory Project.
ISA Server	The IT staff installed monitoring tools in accordance with National U.S. Courts standards. The main purpose of this software is to monitor the frequency of access to particular sites during regular working hours in order to detect possible misuse.
Cyclical Replacement Project	Older computers in all chambers and the Clerk's Office were replaced with 75 new units.
COOP Equipment	As part of COOP, four AT&T wireless cards were purchased for distribution to the Clerk's Office managerial staff.
COOP Exercise	The Clerk's Office and the U.S. Probation and Pretrial Services Office participated in a COOP exercise to test the Emergency Court Notification System. During the exercise, we successfully relocated to an alternate facility and executed essential functions before returning to normal activities after a simulated emergency.
Cat6 Wires and Fiber Optics	Data cables connecting all courtrooms and judges to the internal network and DCN were upgraded as part of the advanced planning for the VOIP Project and the new DCN Network.
FAS ₄ T Migration to PDC	The FAS ₄ T Financial Automated System was migrated to an AO-managed facility in Phoenix, Arizona.
Blackberry Cellular Phones	Blackberry devices were acquired for and training given to judges and Clerk's Office management staff.
VMWare Software	VMWare software was installed in order to run multiple applications independently on a single server, thus ensuring continuity of business operations.
CM/ECF Credit Card Module and Court Transcripts	The Credit Card Module (pay.gov) and the procedure for redacting court transcripts in civil cases were implemented.
CM/ECF Version Upgrades	CM/ECF was upgraded to Versions 3.1.2 and 3.2.1, and server hard disks and replacement and operating system were upgraded to LINUX v. 10.0.
Monthly Trial Reports (JS10)	Monthly Trials Statistical Reports (JS-10) submission to the AO was implemented.

2010

IT Technical Training	IT staff members received technical training in Ethical Hacker and Network Plus.
In-House Training	Clerk's Office staff, judicial assistants, and career law clerks received in-house training in MS Word, Power Point, Excel, WPX4, and time management.
Assets Resource Management System (ARMS)	Internal inventory reconciliation performed.
Cyclical Replacement Project	All excess computers were sanitized in order to include them in the Excess Equipment List.
MJSTAR Module	The CM/ECF MJSTAR Module was successfully implemented.
Novel Main File Server	The USDCPR_MAIN2 Novel District Court Main File Server was replaced.
VOIP Telephone System	The Court phone system was completely replaced with a new Voice Over Internet Protocol (VOIP) system. This same phone system was installed in the U.S. Probation Office and the U.S. Bankruptcy Court in the José V. Toledo U.S. Courthouse in Old San Juan.
eJuror System	The Court successfully implemented the eJuror System, a national system which gives prospective jurors the option of responding to their jury questionnaire or summons online.
Lotus Notes Client Upgrade	Lotus Notes client version 8.5.1 was installed in all computers.
Internet District Court Web Page	The Internet District Court web page was upgraded to add new features such as RSS Feeds and search capability.
COOP Plan notebooks	Twenty-five notebooks with wireless cards were distributed among chambers and Clerk's Office staff.
JMS Application	A new automated Jury Management System (JMS) software was successfully installed to streamline the various aspects of jury management.
Chambers Electronic Organizer (CEO)	Version 7.06 of the CEO calendar program was successfully installed and implemented.
Civil Pro Bono Program	Implemented Pro Bono Program application.

2010 (cont.)

Fortis Blue Program	Successfully installed Fortis Blue, a new document management (scanning) system.
Attorney Lounge Computer Replacement	Computers at the Attorney Lounge located in the Clemente Ruiz Nazario U.S. Courthouse were replaced. The new computers are equipped with 22" monitors and the latest software versions of Windows, WordPerfect X5, and Microsoft Office.
Software Upgrades	Software of all Clerk's Office and chambers computers was upgraded.
LAN Infrastructure	The virtualization of Local Area Network (LAN) servers was completed.
CM/ECF Updates	Two new versions of CM/ECF, versions 4.1.1 and 4.2, were installed and our server was migrated to a G6 Architecture in order to enhance network performance.
USPO Cyclical Replacement Project	Desktop and laptop computers at the U.S. Probation Office were replaced.
USPO Automated PACTS Reports	New PACTS reports for the Performance Appraisal Instrument were prepared to be effective on October 2010.
USPO Electronic Signature	Electronic signatures were implemented for the Supervisory Division.
USPO Intranet Web Page	A new Intranet Web Page was developed.



Court Technology

Court technology has been a priority for the Clerk of Court, Frances Ríos de Morán, since the concept and implementation of this technology began. By the year 2000, full evidence presentation systems had been installed in all active district judges' courtrooms in Puerto Rico.

By the year 2008, after going through the development of specifications to re-vamp the aging evidence presentation systems, installation of modernized systems began in the first of seven district courtrooms. Other courtrooms have since been revamped with a project completion target date of February 2010, with the upgrade of the last courtroom.

The new systems have provided all courtrooms with upgraded functionality:



- Video signals were upgraded to High Definition quality.
- Audio transmissions were upgraded to digital audio.
- Wiring was replaced with latest wiring practices.
- Additional conduits were installed to separate the system's wiring from electrical wiring to further reduce interference or quality degradation.

- Additional infrared signals were installed or existing ones relocated to enhance the interpreters' signal to defendants' wireless headsets.
- New larger touch-panel menus with dual function as evidence display were added.



- A wired solution to the interpreting system was added to the wireless system for more options for the interpreters.
- Options of sidebar with music or white noise or none were added or enhanced.
- Backup battery power of systems (for protection of memory and equipment) were incorporated.
- Integrated wireless microphone for Jury selection was added.
- New microphones were installed at all locations.
- Monitors were replaced with larger flat panel displays at each location and flat panel TVs for spectator area.

- New speakers, including new ceiling speakers were installed.



- Audio Streaming of proceedings to Chambers was added.
- Telephone conferencing abilities were enhanced.
- Color laser printer for full printing of evidence displayed was added.
- Interactive Whiteboard with integrated projector was added.
- Room view software to provide web-based technical support was added.

The District of Puerto Rico has awarded the RWA to GSA for infrastructure and has awarded a separate contract for the acquisition

of courtroom technology for the courtrooms in the José V. Toledo U.S. Courthouse and the magistrate judges courtrooms in the Federico Degetau Federal Building. The



infrastructure and installation of court technology in the district courtroom located on the 3rd floor of the José V. Toledo U.S. Courthouse in Old San Juan has been completed making this courtroom completely digital and high-definition quality. The newly built courtroom on the first floor of this same building is to start in the months ahead followed by the magistrate judges courtrooms.

The Clerk's Office is proud of the planning, coordination, and execution of this very complex project which has been one of the Clerk's programmatic priorities with the full support of Chief Judge José A. Fusté.

Operations



Docket Quality Analysts

Seated from left to right: Elba I. Rivas, Nivea L. Ocasio, and Diana Villavicencio-Colón. Standing, from left to right: Olga I. Vega, Laura Rebecca Narváez-Beauchamp, Xiomara Muñiz-Díaz, Amarilis Betancourt-de Jesús, Carmen M. Cruz, and Nancy Pérez.

Case Managers / Courtroom Deputies

Seated from left to right: Omar Flaquer-Mendoza, Carmen Tacoronte-Torres, Sarah V. Ramón, and Franchesca Torres-Gelpí. Standing from left to right: Sulma López-Defilló, Yelitza Rivera-Buonomo, Gladys Romañach, Gretchen S. Rodríguez, Minerva Figueroa, Janet González de Sánchez, Marirosa Cabrera-Vélez, and Brenda González-de la Concha. In the insert: Carlos J. Rodríguez and Jyoti Mehta-López.



Intake and File Section

From left to right: Gilbert Galíndez-Ortiz, Gean Paul Alicea, Carmen L. Santana-Ferrer, Andrés Lebrón-Albino, Antonio Rodríguez-González, José L. Arroyo-Rosario, and Rafael Calderón.

Operations

Intake, Files, and Reproduction

Operations Manager Lida Isis Egelé

- Intake Workleader Andrés Lebrón-Albino
 - Carmen L. Santana
 - José L. Arroyo-Rosario
 - Rafael Calderón
 - Antonio Rodríguez-González
 - Belkis González

The Operations Section's functions are divided into three main areas: Intake, Files and Reproduction; Data Quality; and, Courtroom Managements. The Operations staff ensures that the Clerk's Office processes all matters in accordance with statutory provisions and Judiciary policy in an efficient and professional manner.

Our Intake, Files and Reproduction clerks accept filings, give basic case information, answer questions in the docket sheet or case files, and answer questions about Court operations. They also maintain and provide copies of official Court forms. When a new case or pleading arrives at the Court, the Intake clerks assign a random number so that the case can be opened. Since the 2004 implementation of CM/ECF, our Court has become almost "paperless." Whatever paper case files remain are maintained in the Files and Reproduction area.

With the implementation of CM/ECF, in-person visits to the Clerk's Office have decreased so the Intake, Files and Reproduction Section has adapted by taking on additional tasks such as opening civil and pro se cases, and providing assistant to the Docket Section.

The Intake Section also provides administrative support when a criminal defendant's release is conditioned upon security. The Intake staff processes criminal bond security and ensures that all sureties and proof of any collateral property as real estate security are properly documented in compliance with the Court's order, the guidelines set forth by the Local Rules of the Court and the Clerk's Office policies. Other duties performed by the Intake Section, include: shipments to the Federal Records Center and the National Archives and Records Administration; custody of Court Reporter notes; and, Certifications of Tax Liens.

Data Quality

Operations Manager Lida Isis Egelé

- Data Quality Analyst Workleader Nívea L. Ocasio
 - Gean Paul Alicea
 - Amarilis Betancourt-de Jesús
 - Carmen M. Cruz
 - Xiomara Muñiz-Díaz
 - Laura Rebecca Narváez-Beauchamp
 - Nancy Pérez
 - Elba Iris Rivas
 - Olga I. Vega
 - Diana Villavicencio-Colón

Our data quality analysts perform a variety of tasks for error detection and correction, ensuring the quality of the data collected so that all statistical reporting is also accomplished as error proof as possible. Pleadings and all other documents submitted to the Court are screened for filing to ensure that they comply with legal requirements and Court rules. Docketing and noticing functions are also managed by our data quality analysts as needed. Since 2008, with our fully automated docket, attorneys have the capability of opening civil cases, docketing and accessing case files by computer through PACER. Our data quality analysts ensure that pleadings are entered correctly and monitor all cases. In 2010, the DQA Section began a special project which consists of scanning and entering sealed miscellaneous cases in CM/ECF in order to eliminate paper files, starting from the most recent and working backwards.



In addition to their docketing duties, the data quality analysts also answer a CM/ECF Helpline which was created to assist members of the bar and the public with their inquiries concerning registration and electronic filing. This Helpline has been particularly valuable in providing technical assistance to e-filers who are in the middle of a CM/ECF transaction. Docket Work Leader Nívea Ocasio also compiles and report staffing statistical information.

Courtroom Deputies / Case Managers

Operations Manager Lida Isis Egelé

- Courtroom Deputy Workleader Janet González de Sánchez
 - Omar Flaquer-Mendoza
 - Sulma López-Defilló
 - Sarah V. Ramón
 - Carlos Rodríguez
 - Gretchen S. Rodríguez
 - Gladys Romañach
 - Carmen Tacoronte-Torres
 - Franchesca Torres-Gelpí
- Courtroom Deputy Workleader Minerva Figueroa
 - Marirosa Cabrera-Vélez
 - Brenda González-de la Concha
 - Jyoti Mehta-López
 - Yelitza Rivera-Buonomo

Courtroom deputies / case managers work closely with the judges and chambers staff in keeping day-to-day courtroom activities running smoothly, preparing minutes of proceedings, preparing judgments and verdict forms. They are also in charge of preparing calendars of events for all court proceedings

Case management duties have become more sophisticated as the Court's business has increased at a higher rate than the resources. One of the most critical functions of the case manager is assisting the judges in controlling the pace of litigation particularly before and during trial. Judicial officers increasingly count on the able assistance of their case managers to enforce scheduling order deadlines, and calendaring the flow of their caseload. Case managers are also observant of statutory deadlines such as speedy trial calculations. Specifically, courtroom deputies for magistrate judges handle recording of proceedings using "For the Record" (FTR), a digital court recording system.

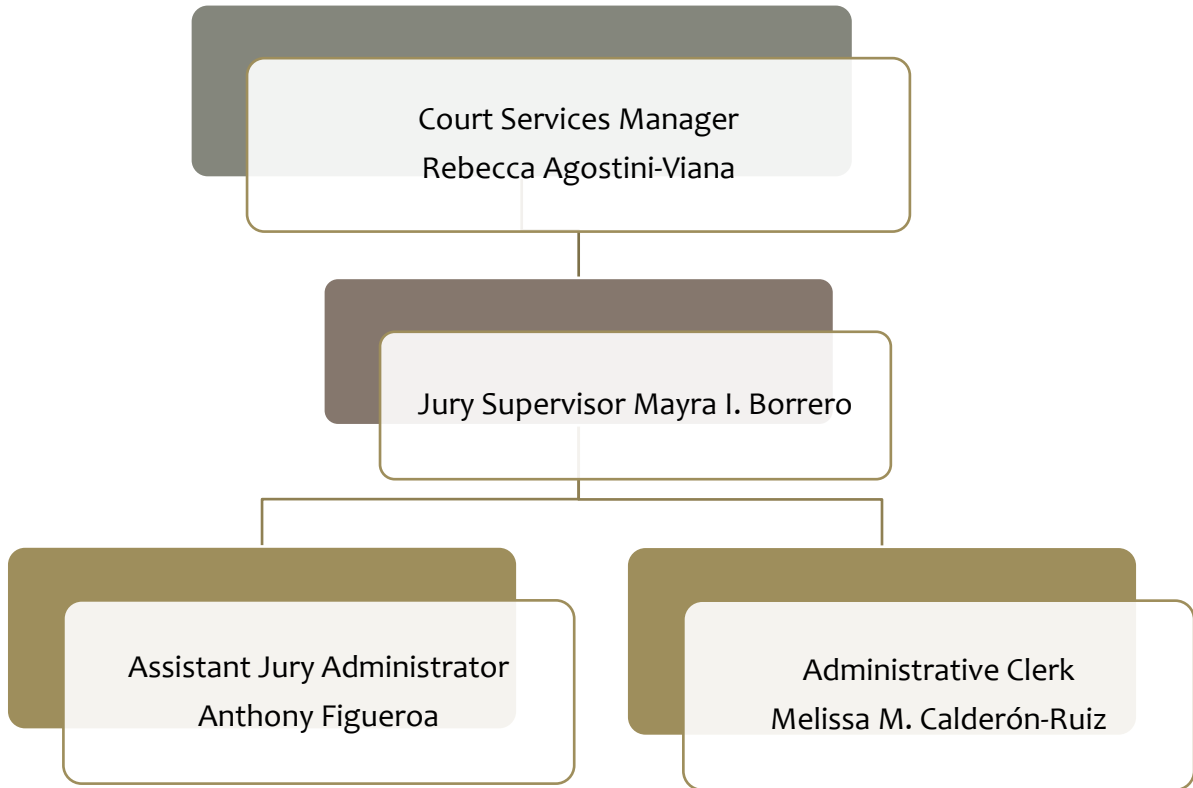
Case management techniques play an important role in ensuring that the administration of justice bears steadily in mind the interests of the parties and the public interest in safeguarding their access to the judicial system.

The most important events in Operations are:

- In 2004, our Court made a full live transition from paper docketing to CM/ECF in both civil and criminal cases, including cases before magistrate judges. Systems and Operations staff contributed to providing training seminar to all members of the bar to prepare them for the transition sometimes providing on-site training at major law firms and law schools. Joint training is an initiative which continues on demand. Guidance and assistance is also provided to the public who visit the Clerk's Office facilities.
- In 2006, we implemented a new Case Assignment System pursuant to which random selection of judicial officers to which a case is assigned is totally computerized.
- In 2007, our Court went live with the Sealed Module. As a result, attorneys no longer have to bring confidential documents in paper format but may file them electronically choosing one of four restriction levels: public (everyone can see the document), parties (all the attorneys in the case will have viewing capability), selected parties (the filer may choose which attorneys will be able to view the document), and ex-parte (only the assigned judicial officer will be able to view the document).
- In 2008, court reporters were given the capability of filing transcripts electronically. With the implementation of Pay.gov, we were able to implement the Civil Case Opening Module which enabled counsel to open civil cases electronically via CM/ECF.
- In 2009, our District implemented electronic JS10, the Chambers Electronic Organizer (CEO), a nationally supported calendaring system, and also began electronic transmission of Presentence Reports.
- In 2010 we successfully implemented the electronic MJSTAR Module to fully automate collection of magistrate judge workload statistics directly from the Court's case management data, replacing the manual system based on the JS43 form. The Clerk's Office also implemented the locally-created Electronic Court Calendar (ECC) program, which enhances certain features of CEO.

The Operations and Systems Sections jointly provide internal and external CM/ECF training. Trainings are not only offered for employees and members of the bar within Court facilities but are also given off-site at law schools so that future members of the bar feel increasingly comfortable with the concept of electronic filing. Our staff also lectures visitors from local state agencies and visiting foreign dignitaries concerning the case management and electronic case filing. Projects targeted for near-future implementation include: Jury Evidence Recording System (JERS), to allow jurors to review all evidence in an electronic format during deliberations; an electronic seal and electronic certification stamp; and the use of AcroForms, to convert all fillable forms into PDF-fillable format.

Court Services: Jury Administration



From left to right: Melissa M. Calderón-Ruiz, Rebecca Agostini-Viana, Mayra I. Borrero, and Anthony Figueroa.

In 2006 the Jury Administration Section was completely renovated and refurbished with modern office furniture and a work station. The section now boasts a Jury Assembly Lounge where potential jurors are assembled for initial orientation. Jurors now have an ample place to relax and drink coffee while they are waiting to be called for a case.



Jury Assembly Lounge

The Grand Jury Room was also fully renovated and equipped with state-of-the-art equipment.

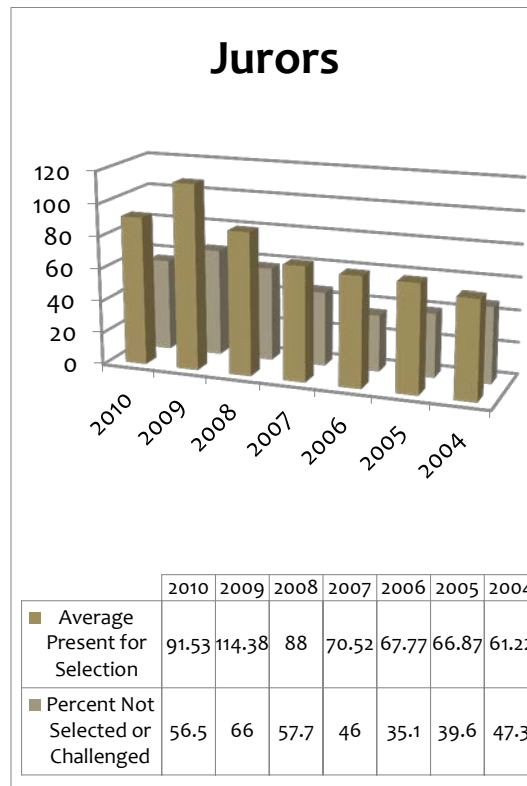


Grand Jury Room

In 2009, our District dealt in what has been its most highly publicized case to date, United States v. Acevedo-Vilá, Criminal Case Number 08-297(PJB). The Jury Administration Section had to ensure a minimum of 3,000 qualified jurors and a complete statistical report of the entire jury wheel. This task was efficiently accomplished in record time.

On March 2010, the Jury Administration Section implemented eJuror, a program which began national deployment between June and November 2009. The National eJuror Program is an enhancement to the Jury Management System (JMS). It gives potential jurors the option of responding to their jury questionnaires or summons online from the convenience of their homes, at any time of the day or night. Jurors choosing to complete these forms electronically can also update personal information, check when they need to report for jury service, submit a request for excuse or deferral, and select an alternate time to serve.

The Jury Administration staff is looking forward to going live with eJuror. Aside from the convenience to jurors it also provides benefits to the Court since data reentry will be greatly reduced as will be the amount of paper forms and the time spent processing them.



Source: Federal Court Management Statistics, Judicial Caseload Profile Report for 12-Month Periods Ending September 30.

Court Services: Court Interpreting

Court Services Manager
Rebecca Agostini-Viana

Interpreter
Workleaders

- Janis Palma
- Hilda Gutiérrez

Staff Interpreters

- Edna Brayfield
- Ana Gloria Flores
- Marie Hernández
- Thomas Kavelin
- Félix Toledo



From left to right: Janis Palma, Marie Hernández, Hilda Gutiérrez, Clerk of Court Frances Ríos de Morán, Esq., Court Services Manager Rebecca Agostini-Viana, Thomas Kavelin, Félix Toledo, Ana Gloria Flores and Edna Brayfield.

The permanent staff of federally-certified interpreters in our District provides English-Spanish interpreting services in court proceedings. However, between 2004 and 2009 our District has also contracted interpreters in the following other languages: American Sign Language, Bengali, Cantonese, French, French Creole, Italian, Polish, Portuguese, Shanghainese, Tagalog, Tamil, and Toysan.

Whenever possible, the Clerk's Office uses telephone interpreting services,

which significantly reduce the cost of providing language services for defendants when no interpreter is available within our District.

Our interpreters are involved in several Administrative Office initiatives such as the Court Interpreters Advisory Group (CIAG). Membership in the CIAG is by invitation and upon approval by the Clerk of Court. Edna Brayfield joined the CIAG in 2009, while Janis Palma was a member from 2006 to 2008. The CIAG is a discussion forum for interpreting issues that affect the Judiciary nationwide, and it also participates in drafting guidelines and providing training to all federally-certified interpreters within the Court system. The CIAG also drafted a proposed text for Volume 5 of the Guide to Judiciary Policy which provides guidance on the use of interpreters in court proceedings and other instances, and the applicable regulations. The new Volume 5, which replaces the Court Interpreter Guidelines originally

adopted in 1989, was finally adopted in December 2009.

At the request of U.S. District Judge Aída M. Delgado-Colón, during 2007 and 2008, our staff interpreters also worked on a project supervised by the Committee on Court Administration and Case Management (CACM) of the Judicial Conference of the United States to create standardized Spanish translations of official AO forms. The group analyzed all the documents in Spanish contained in the Unofficial Foreign Language Forms page of the J-Net and gave the CACM suggestions as to uniform terminology and language. This project, in turn, provided the groundwork for a nationwide project in which interpreters from five judicial districts produced standardized forms translations and a glossary. The nationwide project, which extended from 2008 to 2009, was coordinated by Janis Palma.

Janis Palma, Félix Toledo and Edna Brayfield have also participated as raters in several Federal Court Interpreter Certifying Examination (FCICE) cycles. In addition, Janis Palma completed the book-length translation, from Spanish into English, of Dr. Guillermo Baralt's *Historia del Tribunal Federal en Puerto Rico*, published in 2004 as *History of the Federal Court in Puerto Rico: 1899-1999*.

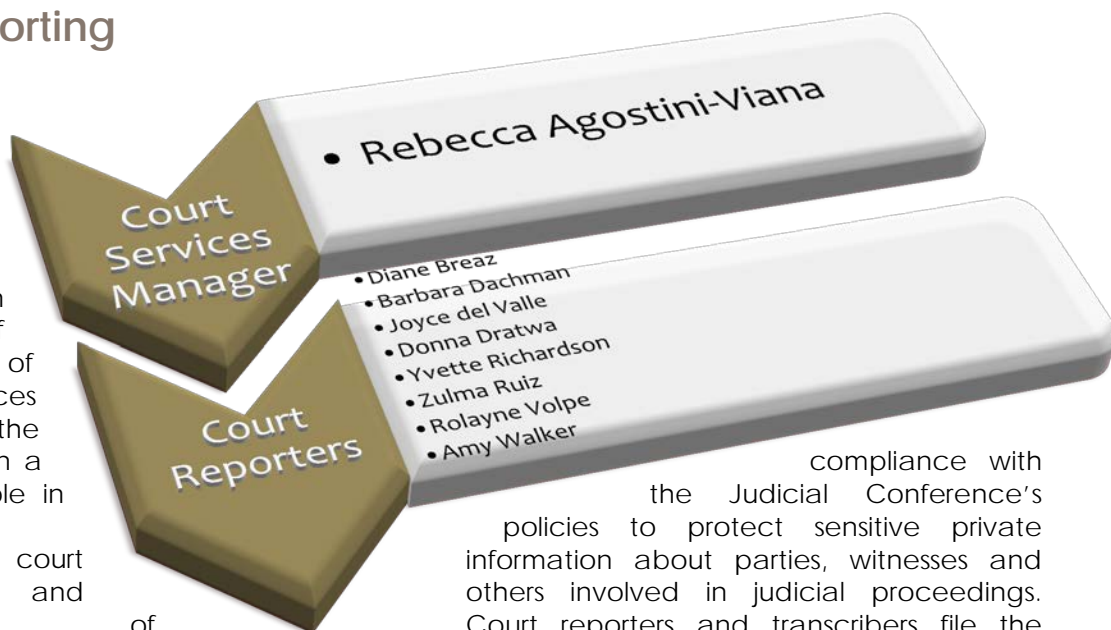
Two staff interpreter positions became vacant in 2005 and were filled in 2006. While these positions remained vacant, interpreter contracting increased, but the numbers decreased as soon as the vacancies were filled. For example, during the first quarter of FY06 English-Spanish certified contract interpreters provided services for 310 events, whereas by the fourth quarter of FY06, English-Spanish certified contract

interpreters provided services for only 66 events. Notwithstanding, external factors such as U.S. Supreme Court decisions "account[ing] for the filing of nearly 9,000 cases in the federal court" during FY05, according to the Administrative Office of the U.S. Courts 2005 Annual Report, also had an impact on the case load in Puerto Rico. Consequently, the number of interpreted events in Spanish, jumped from a total of 2,226 in 2003 to 4,862 in 2006.

In 2007, this number went up to 5,086, a 1.04% increase, which is considerably lower than the national 17% increase. In 2008, interpreted events went back down to 4,185. This can likely be attributed to a stricter enforcement of the Court Interpreters Act (28 U.S.C. §§1827, *et seq.*), which provides court-appointed interpreters – staff or contract – only for defendants in matters initiated by the United States, and witnesses for such defendants. The U.S. Attorney's Office must secure and pay for the services of an interpreter should a government witness require such services. Likewise, private civil litigants must secure and pay for interpreters if such services are needed in or out of court. Fiscal Year 2009 saw an increase, once more, in events interpreted in all languages (5,422), but primarily Spanish (5,405). The reason for this increase may be attributed to the increase in large multi-defendant cases prosecuted in District of Puerto Rico.

Statistics for interpreted events, which used to be reported manually, are now reported online via InfoWeb. Employees with access to InfoWeb can now download quarterly reports from the Court Interpreter Usage Reporting System dating back to the first quarter of Fiscal Year 2006.

Court Services: Court Reporting



Since 2007, with the creation of the position of Court Services Manager, the Court has taken a more active role in supervising attendance of court reporters and administration of contractual services, while closely monitoring request and filing of transcripts, and submission of related statistical reports.



Court Reporter Amy Walker at work in Chief Judge José A. Fusté's courtroom.

All court reporting assignments are coordinated through our Court Services Manager who is responsible for overseeing that all judicial proceedings and ceremonies are appropriately recorded in consideration of the type of proceeding and other circumstances.

The Court Services Manager also makes contractual court reporting arrangements in compliance with the District's Court Reporter Management Plan and Judicial Conference Policy in order to best serve the needs of the Court, making every effort to fully utilize the Court's permanent reporting staff and to maximize the use of resources, all in consultation with the Clerk of Court.

Since 2008, Transcripts have been made electronically available in our District, in

compliance with the Judicial Conference's policies to protect sensitive private information about parties, witnesses and others involved in judicial proceedings. Court reporters and transcribers file the official transcript and attorneys are then required to review the electronic transcript and inform the Court of their intent to redact personal data identifiers from the electronic transcript.

Currently, all of the Court's permanent court reporters use real-time technology to instantly convert their stenographic notes into English text which is in turn displayed on computer monitors around the courtrooms. Real-time technology also allows reporters to keep courtroom records in digital format. This means that rough transcripts can be delivered to attorneys or judges shortly upon adjournment or during breaks of trial and other proceedings. Reporters can also search for specific words and other information as the trial proceeds, while judges and attorneys are able to review and mark portions of the testimony without interrupting the proceedings.

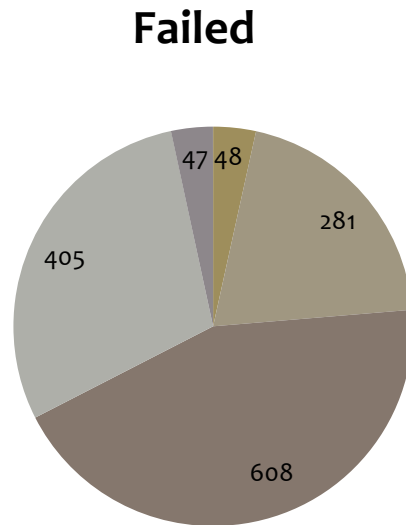
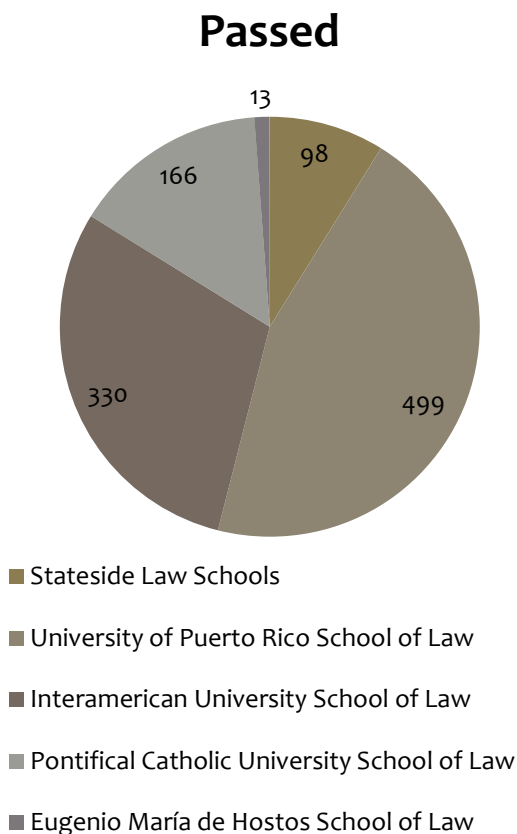
Our District is now moving towards implementation of the Automated Court Reporter Application (ACRA) which automates the submission and archiving of Court Reporter data for the Administrative Office (AO), ACRA automates the entry of required data from Court Reporters for compilation by the AO.

Federal Bar Examination

In order to apply for admission to practice before the District of Puerto Rico, attorneys must meet the eligibility requirements specified in the Local Rules of the Court, including approval of a Federal Bar Examination. The examination, administered twice a year (usually in April and October), consists of 50 multiple choice questions and a mandatory essay question, covering the areas of civil, criminal and appellate procedure, evidence, jurisdiction and venue, bankruptcy, ethics and local rules.

The responsibility for drafting and administering the Federal Bar Examination (FBE) befalls on a District Examination Committee (DEC) chaired by Judge Daniel R. Domínguez and composed by several district and bankruptcy judicial officers, Clerk of Court Frances Ríos de Morán, Esq., and a group of volunteer attorneys. The Clerk has delegated primary responsibility for providing administrative support to the DEC to the Chief Deputy Clerk, Administrative Assistant Carmen Serrano, and the Staff Attorney for Bar Admissions, a position which was held by Ada I. García-Rivera, Esq., until her 2010 promotion to Administrative Manager. Since then, newly-appointed Staff Attorney Jorge E. Soltero Palés, Esq., assumed DEC-related responsibilities.

Cumulative Pass/Fail Results (April 2004 to October 2010)



Source: USDC-PR Clerk's Office Statistics.

Continued Legal Education Program

The Court's Committee on Education Programs, chaired by the Honorable Carmen Consuelo Cerezo, continues to sponsor a variety of Continued Legal Education (CLE) seminars for the benefit of the members of the bar. Each seminar is designed to address the breadth of problems and challenges faced by federal practitioners presented by acclaimed and nationally renowned faculty.

The Clerk of Court and her staff work closely with Judge Cerezo in all administrative aspects of the seminar: planning and choosing the venue, coordinating the reproduction of educational materials, and finalizing financial arrangements with the speakers, among others. All facets of the seminars are carefully scrutinized to ensure that the right speakers are engaged, and that all resources are utilized efficiently to give federal practitioners the best tools to address the legal issues discussed and an optimum opportunity to network with both the speakers and other colleagues.

2004/05

Law and Technology Workshop	February 26-27, 2004. Co-sponsored with the Federal Public Defender's Office, this two-day seminar held at the Embassy Suites Hotel featuring twelve stateside instructors from the Defenders Services Division of the Administrative Office of the U.S. Courts.
Application of the U.S. Supreme Court Decisions in Booker and Crawford	February 24, 2005. A panel of two nationally-renowned speakers and a United States district judge from the District of Massachusetts discussed sentencing after Booker and Crawford. This seminar was co-sponsored with the Puerto Rico Association of Criminal Defense Lawyers.
Federal Litigation Seminar	October 6-7, 2005. Co-sponsored with the Federal Bar Association's Puerto Rico Chapter federal practitioners convened at the Inter-Continental Hotel for two days where instructors from the National Institute for Trial Advocacy (NITA) discussed the fundamentals of persuasive mediation, the arbitration process, rules of arbitration and alternate dispute resolution ethics, witness examination techniques, and motions for summary judgment.
Sentencing Advocacy ("Mitigation") Seminar	December 5, 2005. Public defender training consultant and criminal defense attorney Ira Mickenbert, Esq., led this interactive program on the development of a factual basis for mitigation and a persuasive defense theory, analyzing the presentence report and preparing for the sentencing hearing.

2006/07

Sentencing Guidelines

August 4, 2006. Co-sponsored with the Court's Criminal Justice Act Committee and the Federal Public Defender's Office at Los Chavales Banquet Center, participating speakers were from the U.S. Sentencing Commission.

Crawford and Brady Issues

December 1, 2006. Co-sponsored by the Court's Criminal Justice Act Committee and the Federal Public Defender's Office at the Embassy Suites, the seminar was conducted by **Ira Mickenberg, Esq.**, Director of the National Defender Training Project, which conducts annual national public defender training programs.

First Amendment and Evidence Law

May 24-25, 2007. This program, sponsored by the Court's Education Committee chaired by Judge Carmen Consuelo Cerezo, was presented by Northwestern University School of Law Professor Martin H. Redish and Temple University School of Law

U.S. Sentencing Commission Seminar

June 29, 2007. A panel from the U.S. Sentencing Commission addressed members of the Criminal Justice Act Panel and the Federal Public Defender's Office.

Federal Death Penalty Seminar

August 9, 2007. A group of experts on death penalty litigation addressed the Department of Justice Death Penalty Protocol, the American Bar Association Guidelines and recurring pretrial, discovery and mitigation issues.

Capital Punishment Seminar

October 5, 2007. Jordan M. Steiker, the Cooper K. Ragan Regents Professor of Law at the University of Texas at Austin, and Carol Steiker, the Howard and Kathy Aibel Professor of Law at Harvard Law School discussed the Eighth Amendment and the prohibition against executing persons with mental retardation, individualized sentencing, and emerging norms in capital representation.

2008

Criminal Procedure Review

On April 1-2, 2008, the Criminal Justice Act (CJA) Committee, chaired by **U.S. District Judge Aida M. Delgado-Colón**, sponsored a criminal procedure review course for newly appointed CJA panel members. **Senior Magistrate Judge Justo Arenas** was the main speaker.

Federal Jurisdiction, Evidence, and Ethics

On July 17-18, 2008 the Court sponsored a Seminar on Federal Jurisdiction, Evidence and Ethics, held at the Caribe Hilton Hotel where Professors James Pfander, David Faigman, and Jack Marshall offered scholarly lectures and practical insight into the latest issues and trends within their fields of expertise.

Title VII, ADEA, Confrontation Clause and Hearsay

December 11-12, 2008, the Court sponsored a CLE on December 11 and 12, 2008, at the Caribe Hilton Hotel. The program, offered at no cost to good standing members of the bar, offered a combined total of 12.5 hours of instruction on the topics of Age Discrimination in Employment Act of 1967 and Title VII of the Civil Rights Act of 1964, Law and Literature, the Confrontation Clause, and the rules of hearsay. Featured lecturers were Professor **Joel Wm. Friedman** from Tulane University Law School, Professor Zahr Stauffer from the University of Virginia School of Law, and Professor **Richard D. Friedman**, from the University of Michigan School of Law.



2005: Chief Deputy Clerk Angel A. Valencia-Aponte and Judge Jay A. García-Gregory at a Continuing Legal Education Seminar.

2009

Electronic Discovery in Civil Litigation; Selected Challenges to Prosecution Evidence; Overview of Fourth Amendment Law; and, U.S. Supreme Court 2008-09 Term in Review: Developments in Constitutional and Criminal Law

On August 13 and 14, 2009, the Court’s Committee on Educational Programs, chaired by the **Hon. Carmen Consuelo Cerezo**, sponsored a Continuing Legal Education Seminar. Close to 500 attorneys participated in two days of lectures offered by nationally renowned experts: Professor **Michael Graham**, from the University of Miami School of Law and author of the 5-volume Handbook of Federal Evidence, lectured on “Selected Challenges to Prosecution Evidence”; **Mr. Kenneth Withers**, Director of Judicial Education and Content for The Sedona Conference, offered a lecture on “Electronic Discovery in Civil Litigation”; Professor **Orin Kerr**, from the George Washington University Law School, gave an “Overview of Fourth Amendment Law”; and, Professor **Jordan M. Steiker**, the Robert M. Parker Chair and Co-director of the Capital Punishment Center at the University of Texas at Austin School of Law, lectured on the “U.S. Supreme Court 2008-09 Term in Review: Developments in Constitutional and Criminal Law.”

Prosecuting and Defending Criminal Conspiracy Cases; Computer Crimes; and, Federal Civil Procedure

On December 17 and 18, 2009, the Court sponsored a CLE Program at the Caribe Hilton Hotel, San Juan, Puerto Rico. This proved to be yet another extraordinary CLE giving members of the bar in good standing the opportunity to earn up to 9.5 hours of instruction free of charge. The Program consisted of three lectures on the topics of: Prosecuting and Defending Criminal Conspiracy Cases, offered by **Paul Marcus**, Haynes Professor of Law at the College of William and Mary in Virginia; Computer Crimes, offered by **Orin S. Kerr**, Professor at George Washington University Law School; and, Federal Civil Procedure, offered by **A. Benjamin Spencer**, Associate Professor of Law and Alumni Faculty Fellow at the Washington and Lee School of Law.



2010

The Changing Climate of Environmental Law

On March 2010 the Court sponsored a lecture featuring speaker **Patrick A. Parenteau**, Senior Counsel to the Environmental and Natural Resources Law Clinic and Professor at Vermont Law School.

Foreign Law and Opinion Writing in the U.S. Supreme Court; U.S. Supreme Court Agenda Setting; Law and Neuroscience; The Work of the Innocence Project: Wrongful Convictions, Causes and Remedies.

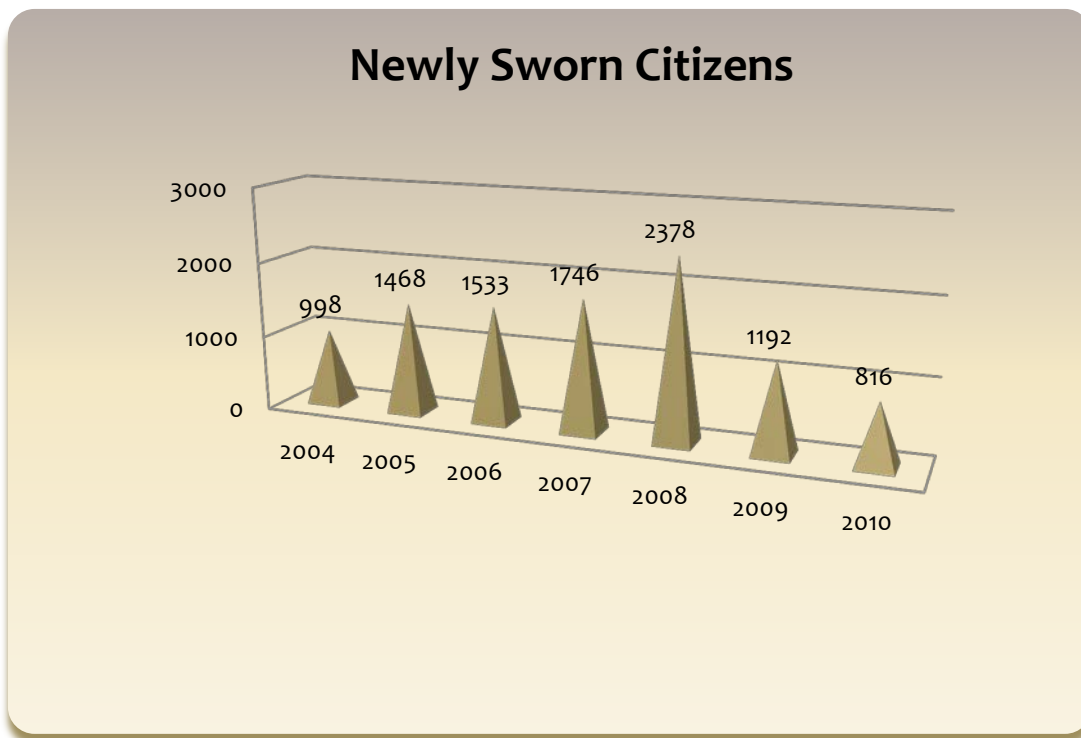
On December 2010 the Court sponsored a Seminar which offered a combined total of twelve hours of instruction featuring the following speakers: Michigan State University Political Science Professor **Ryan C. Black**, Dartmouth College Philosophy Professor **Adina Roskies**, and **Attorney Barry Scheck**, Co-founder and Co-Director of The Innocence Project.



Naturalization Ceremonies

Naturalization ceremonies are regularly held and planned in coordination with the U.S. Citizenship and Immigration Services (USCIS). The District of Puerto Rico welcomed a combined total of 9,315 new citizens who were sworn in the one-hundred and forty-two (142) ceremonies held during calendar years 2004 to 2009, both inclusive. Special ceremonies are usually held twice a year in commemoration of Independence Day and Citizenship (Constitution) Day. The USCIS has developed a partnership with the National Park Service to enhance the meaning and stature of these special naturalization ceremonies.

During 2006 the U.S. District Court hosted 23 Naturalization Ceremonies, four of which had distinct celebratory themes. On June 14, the Hon. Daniel R. Dominguez presided over the **Flag Day** Naturalization Ceremony, with keynote speaker Major General (Retired) Felix A. Santoni, Civilian Aide to the Secretary of the Army.. On July 3, the Hon. Aida M. Delgado-Colón presided over the **Independence Day** Naturalization Ceremony, held at Castillo San Cristóbal, with the Hon. Luis G. Fortuño, then Resident Commissioner and current Governor of Puerto Rico, as keynote speaker. On September 14, Judge Dominguez presided over the **Citizenship Day** Naturalization Ceremony at which José M. Rosado, Brigadier General (Retired), U.S. Army Reserves, was the keynote speaker. On December 7, the Hon. Francisco A. Besosa presided over a special ceremony commemorating **Pearl Harbor**, with Major General (Retired) Félix A. Santoni, Civilian Aide to the Secretary of the Army for Puerto Rico, as keynote speaker.



Source: USDC-PR Clerk's Office Statistics for 12-month periods ending December 31.

In July of 2007 and 2008, Chief U.S. District Judge José A. Fusté presided over two special ceremonies held against the backdrop of the Castillo San Cristóbal, a Spanish fortification, and national historic and world heritage site. Puerto Rico Supreme Court Associate Justice Francisco A. Rebollo López and USCIS District Director Linda Swacina, respectively, were the keynote speakers. Keynote speakers at other ceremonies held during the period between 2004 and 2009 include: Dr. Norman I. Maldonado, former president of the University of Puerto Rico and renowned hematologist; the Honorable Carlos Romero Barceló, former Governor of Puerto Rico and former Resident Commissioner; Retired Brigadier General José M. Rosado; and, the Honorable Pedro R. Pierluisi, Resident Commissioner and former Attorney General of Puerto Rico.

In 2010, a total of twelve ceremonies were held, including three special ceremonies. Chief Judge Fusté presided over special ceremonies held in January and in September's commemoration of Citizenship Day with the participation of San Juan Rotary Club President Enrique Sigas, Esq., and Governor Luis G. Fortuño, respectively. The Hon. Gustavo A. Gelpí presided over the Independence Day ceremony, in which Hans Hertell, former U.S. Ambassador to the Dominican Republic, was the keynote speaker.



2005 Naturalization Ceremony at the Clemente Ruiz Nazario United States Courthouse

Special Events, Educational and Community Outreach

The District of Puerto Rico is very much involved in educational and community outreach programs, and also in hosting visits from foreign dignitaries who are interested in learning about the Federal Judiciary. Some of the most salient programs are listed below:

Aid to Haitian Victims of Hurricane Jeanne (2004).

The Clerk's Office spear-headed the efforts to collect food, clothing and first aid supplies for Haiti, devastated by the passage of Hurricane Jeanne, the deadliest hurricane in the 2004 Atlantic hurricane season. It wreaked havoc in Haiti with a death count of over 3,000 persons, and significant flooding and mudslides. Hurricane Jeanne's devastation was particularly heightened by the 2004 Haitian rebellion which had occurred shortly before. The Clerk's Office and other agencies came together and collected bottled water, canned food, hygienic items, clothing, linens, batteries, flashlights, and other items of first necessity.

Book Presentation Ceremony: History of the Federal Court in Puerto Rico (2004).

Chief U.S. District Judge Héctor M. Lafitte and Clerk of Court Frances Ríos de Morán welcomed a select group of guests from the media and legal community to the presentation of the book *History of the Federal Court in Puerto Rico*. The author, renowned historian Dr. Guillermo A. Baralt introduced the keynote speaker for this occasion, the Hon. José A. Cabranes, Circuit Judge for the U.S. Court of Appeals for the Second Circuit. Judge Cabranes' remarks reflected on

the "complex and interesting cultural and political setting" of the U.S. District Court for the District of Puerto Rico which he described as "the product of more dramatic historical circumstances." Judge Cabranes praised the book as a "revealing and important historical portrait." The closing remarks were given by the Hon. Bruce A. Selya, Circuit Judge for the U.S. Court of Appeals for the First Circuit.

Visit from the Supreme Court Justices of the Dominican Republic (2005).

Clerk of Court Frances Ríos de Morán hosted a visit from members of the Dominican Republic Supreme Court of Justice in coordination with Professor Olga Elena Resumil from the University of Puerto Rico School of Law. The justices attended a comprehensive presentation on the Court's electronic filing system by Management Analyst Coral Rodríguez.

Law Day: The American Jury (2005).

The Clerk of Court, Frances Ríos de Morán, coordinated the celebration of Law Day by inviting students and teachers from four San Juan metro area schools to participate in a jury selection, mock trial, and jury deliberations presided by Chief Judge José A. Fusté. Several members of the bench acted as prosecutors and defenders.

Visit from Central and South American Dignitaries (2005).

U.S. District Judge Juan M. Pérez Giménez, together with U.S. Magistrate Judge Aida M. Delgado Colón and Clerk of Court Frances Ríos de Morán, hosted a visit from a group of judges, prosecutors, and defenders from Central and South America. Judge Pérez

Giménez prepared a two-day agenda for the judges who came directly from a three-week stay at Washington, D.C., where they participated in a program hosted by the Article III Judges Division of the Administrative Office of the U.S. Courts. The group had the opportunity to learn and participate in various meetings to discuss district court management, and the roles of the Office of the Federal Public Defender and the U.S. Attorney's Office. They also learned about the use of technology in the courtroom and had the opportunity to observe court proceedings.

United States and Uzbekistan Bilateral Exchange in Puerto Rico (2005).

Chief U.S. Magistrate Judge Justo Arenas coordinated this program in Puerto Rico. Since 2003, this program is sponsored by the Bureau of International Narcotics and Law Enforcement of the U.S. Department of State, and is organized by the Office of Overseas Prosecutorial Development, Assistance, and Training of the U.S. Department of Justice. A delegation of eleven judges, prosecutors, defense attorneys, and investigators from the Republic of Uzbekistan visited Puerto Rico for a study tour with primary focus on criminal procedure, law enforcement, and other relevant topics such as judicial independence. As a strategic partner in the global fight against terrorism, Uzbek-American counterparts engaged in a comparative dialogue concerning the challenges of balancing freedom of expression and national security concerns.

Program for Visiting Panamanian Judicial Officials (2007).

U.S. District Judge Héctor M. Laffitte received a group of judicial officials from Panama in a program designed for their attendance

of judicial proceedings and to gain an understanding of how the federal court manages its caseload. Judge Laffitte, U.S. District Judge Juan M. Pérez Giménez, and Clerk of Court Frances Ríos de Morán partook in an informal colloquy to provide further insight into the organization and practices of the Federal Judiciary. Chief U.S. Probation Officer Eustaquio Babilonia and Assistant U.S. Attorney María Domínguez Victoriano also addressed the officials concerning the role of the U.S. Probation Office and the U.S. Attorney's Office in the administration of justice.

Committee on Relations with the Puerto Rico Judiciary (2007).

The Hon. Carmen Consuelo Cerezo, Chair of the Committee on Relations with the Puerto Rico Judiciary, hosted a meeting to discuss common interest grounds and goals for both jurisdictions. Members of the Committee include: Hon. Sonia I. Vélez-Colón, Courts Administrator and Appeals Court Judge, the Hon. Guillermo Arbona-Lago, Appeals Court Judge, the Hon. Isabel Llompart, Superior Court Judge and Court Administrator for the Carolina Region, the Hon. Enid Martínez-Moya, Superior Court Judge, the Hon. Francisco A. Besosa, U.S. District Judge, the Hon. Aida M. Delgado-Colón, U.S. District Judge, the Hon. Gustavo A. Gelpí, U.S. District Judge, and Ángel González-Román, Dean of the Catholic University.

Constitution Day (2007).

Students from Perpetuo Socorro Academy, Mater Salvatoris Academy and Wesleyan Academy explored *The Right to Vote* under the guidance of Clerk of Court Frances Ríos de Morán, Esq., Staff Attorney Ada I. García-Rivera, Esq., Pro Se Law Clerk Edgardo Rodríguez-Quilichini, Esq., Supervisory Staff Interpreter Janis Palma, and

Systems Specialist José A. Aponte-Lucena. The Constitution Day Team put together a full day event of interactive movie clips, quizzes, mock voting activities, games and discussions that allowed students to gain a better understanding of the U.S. Constitution, the Bill of Rights, and the right to suffrage. Chief Judge José A. Fusté, Judge Gustavo A. Gelpí, Clerk of Court Frances Ríos de Morán, Esq., and Chief Deputy Clerk Angel A. Valencia-Aponte, Esq., addressed the students and led a lively exchange of ideas.

Program for Visiting Argentinean Judicial Officials (2008).

Chief Judge Fusté and Clerk of Court Frances Ríos de Morán welcomed a group of judicial officers from Argentina. Operations Manager Lida I. Egelé and CM/ECF Project Manager Kim D. Kalife offered a presentation on the Case Management/Electronic Case Filing System, while Audiovisual Support Specialist gave the group a demonstration on the Evidence Presentation System. Chief U.S. Magistrate Judge Justo Arenas hosted a round table discussion on plea bargaining and criminal case management assisted by Assistant Federal Public Defender Héctor Ramos.

Program for Visiting Honduran Judicial Officials (2008).

U.S. District Judge Juan M. Pérez Giménez, as member of the Judicial Conference Committee on International Judicial Relations, assisted by U.S. Magistrate Judge Marcos E. López, hosted a comprehensive intellectual property program for visiting judges from Honduras. Judge Pérez Giménez and Magistrate López offered a conference about the basic principles of the federal judicial system and

intellectual property criminal litigation, including a presentation on the application of the federal sentencing guidelines by Supervisory U.S. Probation Officer Carlos Cancio. Attorney Federico Calaf made a presentation on the civil litigation aspect. The Honduran judges also got a chance to visit the Clerk's Office and the U.S. Probation Office, hosted by Clerk of Court Frances Ríos de Morán and Chief U.S. Probation Officer Eustaquio Babilonia. The group also had the opportunity to attend open Court proceedings presided by Chief Judge José A. Fusté, and to visit the Metropolitan Detention Center in Guaynabo.

On Site CM/ECF Presentations at Law Schools (2008).

CM/ECF Project Manager Kim D. Kalife and Docket Work Leader Nivea Ocasio, together with Management Analyst Gizelle M. Rivera, offered presentations of the newest systems features to members of the bar and third-year students at the Pontifical Catholic University School of Law in the southern Municipality of Ponce, and the Interamerican University School of Law in the San Juan metro area. The presentation included the Civil Case Opening Internet Credit Card Module and the Restricted Filing and Viewing Levels Module.

U.S. District Court for the District of Puerto Rico is Lead Agency for the Combined Federal Campaign (2008).

For many years the U.S. District Court for the District of Puerto Rico has been actively involved in the Combined Federal Campaign and employees' generosity has been recognized with many awards. For the first time ever, the U.S. District Court served as Lead Agency

in 2009. At this year's Award Luncheon Clerk of Court Frances Ríos de Morán unveiled a check for a record amount, the highest ever collected in the Puerto Rico Combined Federal Campaign. The Clerk personally visited numerous agencies throughout our District to exhort federal employees to contribute with the effort.

Program for Visiting Ecuadorian Judicial and Justice Officials (2008).

In collaboration with the U.S. Attorney's Office the Court prepared a program for officials from the National Judicial Council of Ecuador and the Ecuador Public Ministry who were accompanied by advisors from the U.S. Embassy at Ecuador. Clerk of Court Frances Ríos de Morán hosted day-long presentations on IT Management, Courtroom Management, Court Interpretation Services, and Court Technology, with the participation of First Assistant U.S. Attorney María A. Domínguez Victoriano, IT Manager Norman Aybar, Court Services Manager Rebecca Agostini-Viana, Interpreter Work Leader Janis Palma, Case Manager Franchesca Torres, Administrative Assistant Carmen Serrano, and Audiovisual Technician Noel Rodríguez. The visiting officials also had the opportunity to attend in-Court proceedings presided by Chief U.S. District Judge José A. Fusté.

Constitution Day (2008). Judge Gustavo A. Gelpí led a group of high school students from St. Francis School in an exploration of the Supreme Court's decision of *Scott v. Harris* and the Fourth Amendment's protection against unreasonable searches and seizures.

Visit from the Administrative Office of the Puerto Rico Judicial System (2009). Clerk of

Court Frances Ríos de Morán welcomed the Administrative Director of the Puerto Rico Judicial System, the Hon. Sonia Ivette Vélez Colón, and its Systems Director Félix Bajandas Lamela. The Clerk arranged a comprehensive presentation of the Case Management/Electronic Case Filing System and a tour of the Clerk's Office operations.

Moot Court Event (2009). The Court hosted the visit of 39 first-year students from the Interamerican University School of Law who presented moot court appellate arguments as part of their *Legal Research, Writing and Analysis Course*. The students "argued" both sides of an appeal before a three-judge panel composed by U.S. District Judges Daniel R. Domínguez and Francisco A. Besosa, and retired U.S. District Judge Héctor M. Laffitte. Other panel participants included: Roberto Abesada-Agüet, who teaches the course and is a member of the Litigation Practice Group of McConnell Valdés, LLC; Puerto Rico Superior Court Judge Héctor J. Conty-Pérez; Puerto Rico Superior Court Judge Angel Colón-Pérez, special aide to Puerto Rico Supreme Court Chief Justice Federico Hernández Denton; and, Roberto C. Quiñones, Vice-Chair of McConnell Valdés, LLC's Litigation Practice Group.

Visit from the Administrative Office of the Puerto Rico Courts (2009). Clerk of Court Frances Ríos de Morán, Esq., welcomed the Honorable Sonia Ivette Vélez-Colón and Félix Bajandas-Lamela, Administrative Director and Systems Director of the Puerto Rico Judiciary, respectively, to a presentation of the Case Management and Electronic Case Filing Systems as well as a tour of the District Court's facilities.

U.S. Bankruptcy Court Southwestern Divisional Office (2009).

The U.S. Bankruptcy Court inaugurated a Southwestern Divisional Office located on the second floor of the Luis A. Ferré U.S. Courthouse and Post Office Building in the Municipality of Ponce. Circuit Judge Juan A. Torruella of the U.S. Court of Appeals for the First Circuit, Chief U.S. District Judge José A. Fusté, and Chief U.S. Bankruptcy Judge Gerardo A. Carlo Altieri presided over the inauguration ceremony.

Visit of U.S. Supreme Court Associate Justice Sonia Sotomayor (2009).

Associate Justice Sonia Sotomayor visited the Clemente Ruiz Nazario U.S. Courthouse in San Juan. The entire Court staff halted their daily work routine to greet and pay tribute to the newest and only female Hispanic member of the Highest Court. Associate Justice Sotomayor graciously posed for photographs and shook hands with all present who were thrilled at being able to wish her the best in her new role.

Moot Court Event at the Clemente Ruiz Nazario U.S. Courthouse (2009).

The U.S. District Court hosted the visit of 39 first-year students from Interamerican University School of Law who presented moot court appellate arguments as part of a Legal Research, Writing and Analysis course. Students argued both sides of

an appeal before a three-judge panel composed by U.S. District Judges Daniel R. Domínguez and Francisco A. Besosa, and retired U.S. District Judge Héctor M. Laffitte.

Relief for Haiti (2010).

Clerk of Court Frances Ríos de Morán, Esq., led a Court-based effort to create conscience and amass donations for Haiti. Aside from monetary donations, the Clerk's Office also collected medical supplies, water, non-perishable food, and other items which were delivered to charitable organizations to be sent to Haiti. The Court family was grateful for the sense of



Associate Justice Sonia Sotomayor is flanked (from left to right) by Puerto Rico Supreme Court Chief Justice Federico Hernández-Denton, Chief Judge José A. Fusté, and Circuit Judge Juan B. Torruella.



Chief Judge Fusté's Judicial Assistant, Mari Rosa Jorge, greeted Associate Justice Sotomayor during her 2009 visit to the Court.

Judges' Information Technology

In April 2010, the District Court was asked to participate in a Judges' Information Technology (JIT) training-for-trainers to be offered in Boston, MA. JIT is an initiative by the Administrative Office of the U.S. Courts and the Federal Judicial Center, resulting from recommendations made by the Subcommittee on IT Training of the Judicial Conference's Committee on Information Technology.



The training team had to be composed of five members, one each from the following areas: Clerk's Office Management, IT, Judges' Chambers, a Clerk's Office Trainer, and a Judge, who would be the "Sponsor Judge." Attendees were trained on the specific strategies of JIT, which focus on awareness and training regarding IT tools available to assist while performing judicial functions, taking into account local variations in applications available, and almost always involving a "hands-on" approach. This is basically what makes the concept unique.

Upon returning to the District, the team lead by Chief Judge Fusté's Judicial Assistant, Mari Rosa Jorge, immediately started applying the knowledge acquired, two of their most important and immediate projects having been one-on-one training on the Chambers' Electronic Calendar (CEO) being implemented at the time, and the creation of a newsletter, The Cyber



Court, which continues to be published as of 2012.

The team also continues involved in creating short, application-oriented modules, cheat sheets, presentations, and other job aids, and by offering hands-on, one-on-one training to judges and chambers' staff, all in close coordination with the IT staff.



Chief Judge Fusté and Judicial Assistant Mari Rosa Jorge promote Court-wide technology advancement.

Judicial Milestones

2004

Hon. Jesús A. Castellanos	Appointed on March 21, 1980 as U.S. Magistrate Judge, he retired as Chief U.S. Magistrate Judge on March 20.
Hon. Camille Vélez Rivé	Appointed as U.S. Magistrate Judge on March 22.
Hon. Gilberto Gierbolini Ortiz	Appointed on February 1980, he served as chief judge from 1991-1993, assumed senior status on December 1993, and retired on March 23.
Hon. Justo Arenas	Appointed on April 20, 1981 as U.S. Magistrate Judge, he was designated as Chief U.S. Magistrate Judge on April 7.
Hon. José A. Fusté	Appointed on October 1985, he was elevated to chief judge on April 14.

2005

Luis A. Ferré U.S. Courthouse and Post Office Building	Rededicated and unveiled at 93 Atocha Street in Ponce.
Hon. Salvador E. Casellas	Appointed on June 1994, he assumed senior status on June 10.
Hon. Héctor M. Laffitte	Appointed on July 1983, he served as chief judge from 1999-2004. He assumed senior status on November 15.

2006

Hon. Juan M. Pérez-Giménez	Appointed on 1979, after serving as U.S. Magistrate Judge from 1975-1979, he served as chief judge from 1984-1991, and assumed senior status on March 28.
Hon. Aída M. Delgado-Colón	Inducted on April 28 as U.S. District Judge, after serving as U.S. Magistrate Judge from 1993 to 2006.

2007

Hon. Bruce J. McGiverin	Appointed as U.S. Magistrate Judge on January 19.
Hon. Marcos E. López	Appointed as U.S. Magistrate Judge on January 24.
Hon. Héctor M. Laffitte	Appointed on July 1983, he served as chief judge from 1999-2004, and assumed senior status on November 2005. He retired on February 16.
Hon. Gustavo A. Gelpí	Inducted as U.S. District Judge on August 31, after serving as U.S. Magistrate Judge from 2001 to 2007.
Hon. Francisco A. Besosa	Inducted as U.S. District Judge on November 17.

2008

Hon. Hiram R. Cancio	Appointed on June 1967, he resigned on January 1974. He passed away on December 16.
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2009

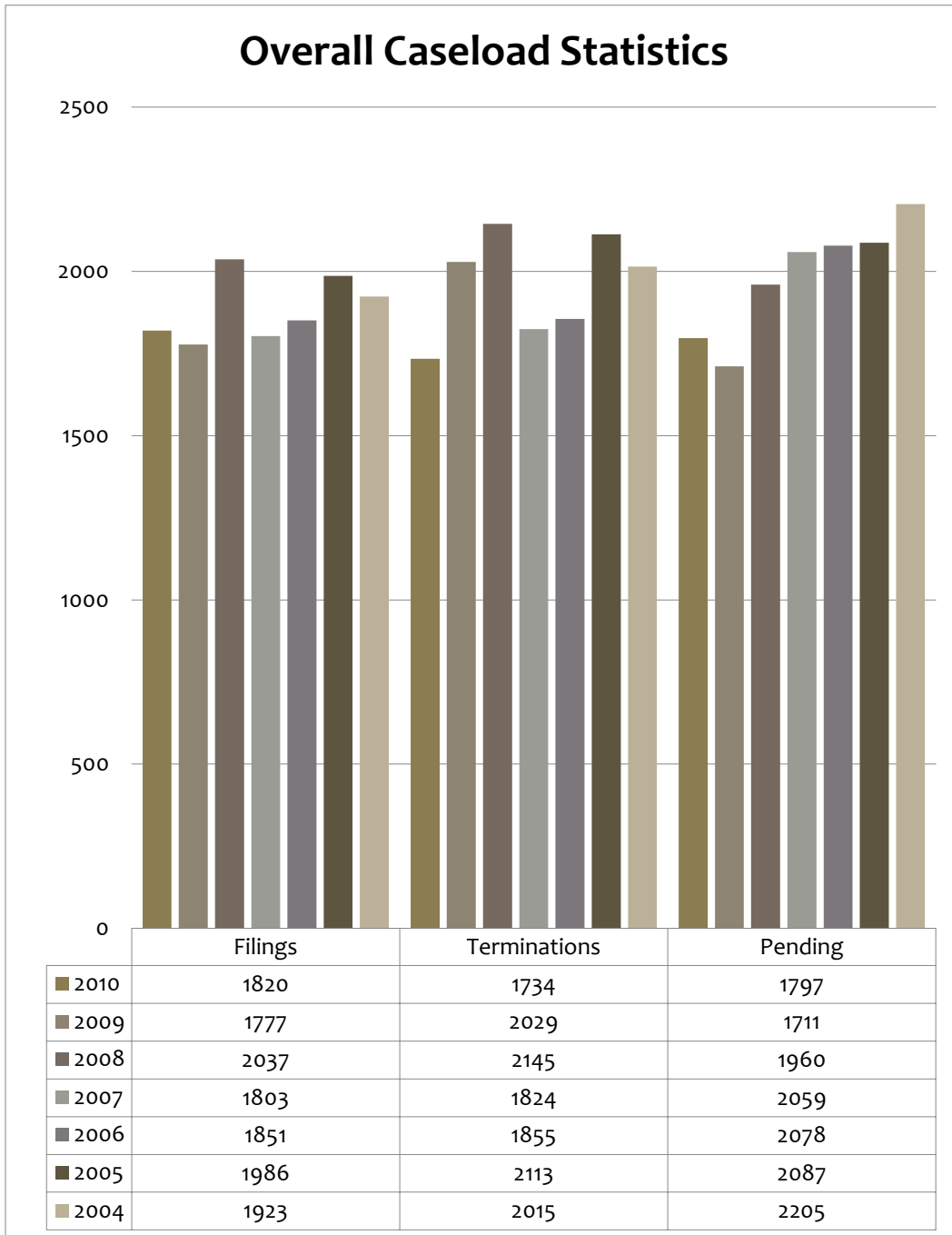
Hon. Gilberto Gierbolini Ortiz	Appointed on February 1980, he assumed senior status on December 1993, and retired on March 23. He passed away on December 29.
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2010

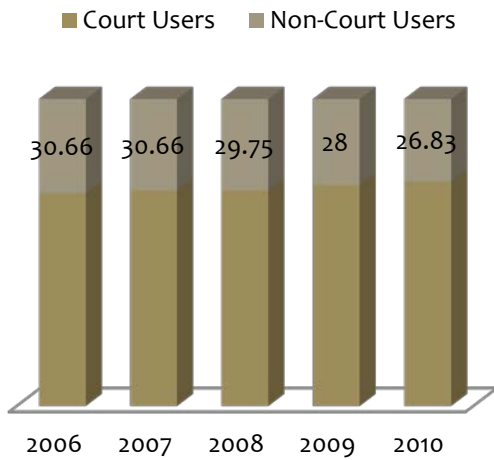
Hon. Raymond L. Acosta	Appointed on September 1982, he assumed senior status on June 1994, and retired on February 5.
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Federal Court Management Statistics

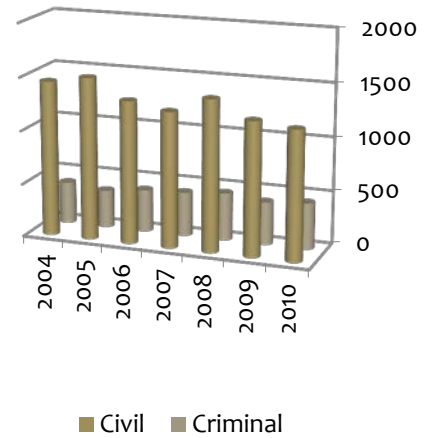
All statistical information taken and derived from the Administrative Office of the U.S. Courts' Federal Court Management Statistics, Judicial Caseload Profile for 12-Month Periods Ending September 30; and, the CM/ECF Monthly District Stats Reports (note: July 2007 stats not available).



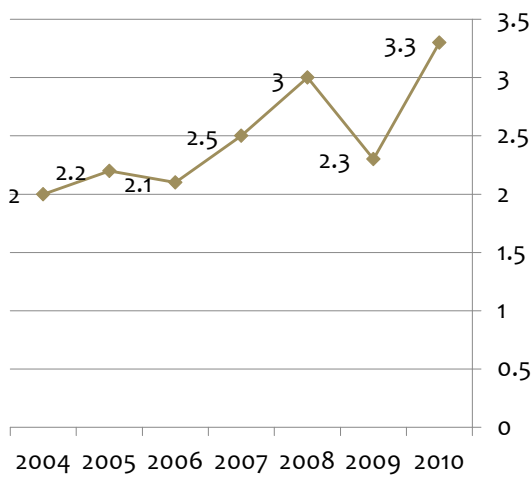
Average % of CM/ECF Entries Docketed by Non-Court Users



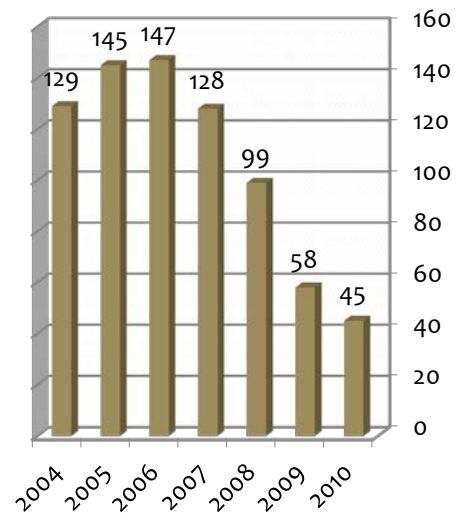
Civil and Criminal Felony Filings



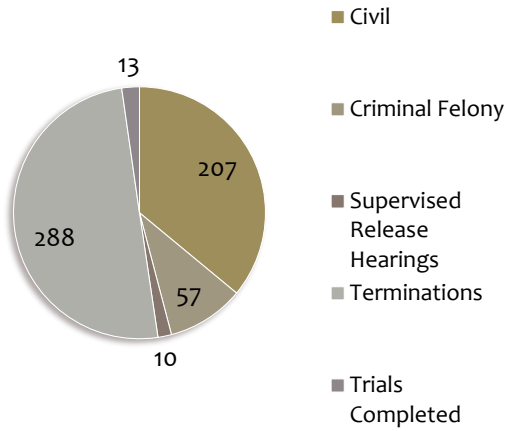
Average Number of Felony Defendants Filed Per Case



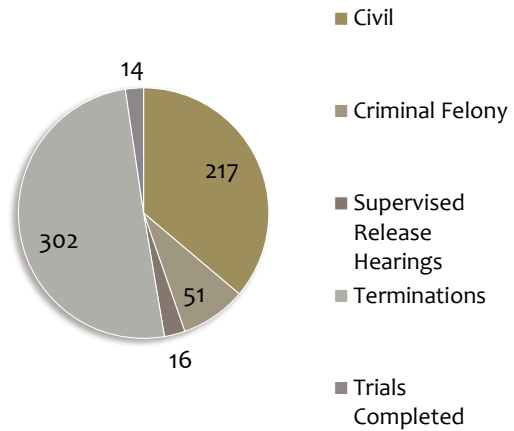
Civil Cases Over 3 Years Old



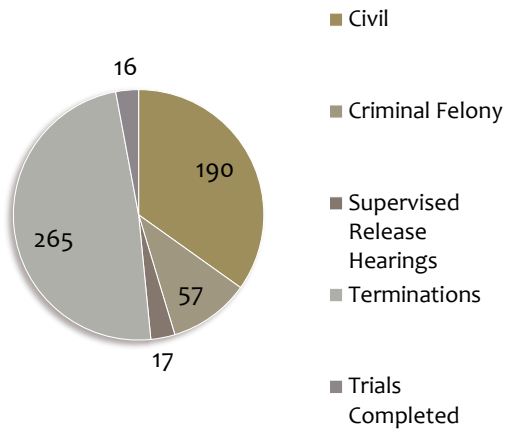
2004 Actions per Judgeship



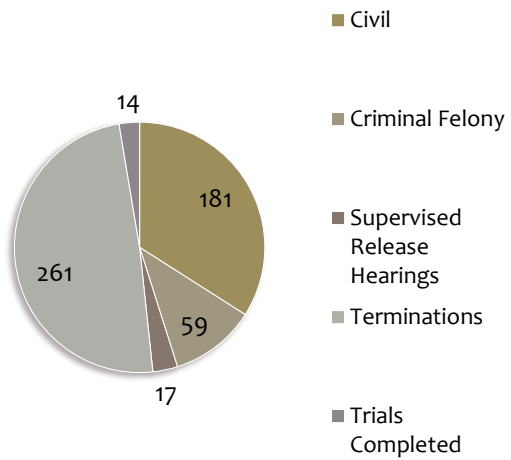
2005 Actions per Judgeship



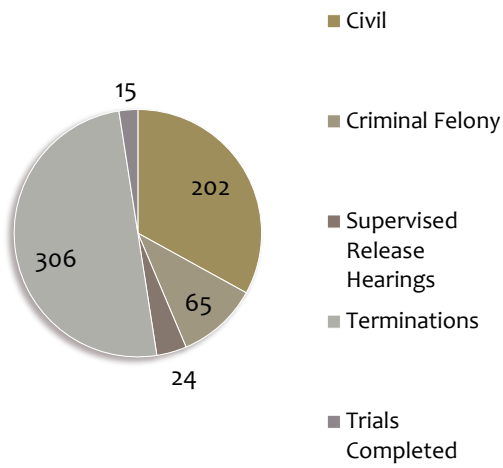
2006 Actions per Judgeship



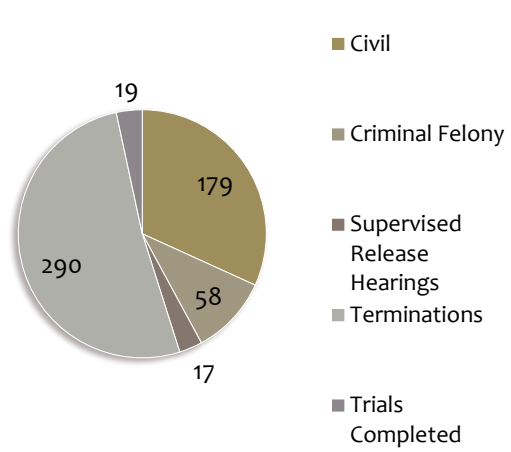
2007 Actions per Judgeship



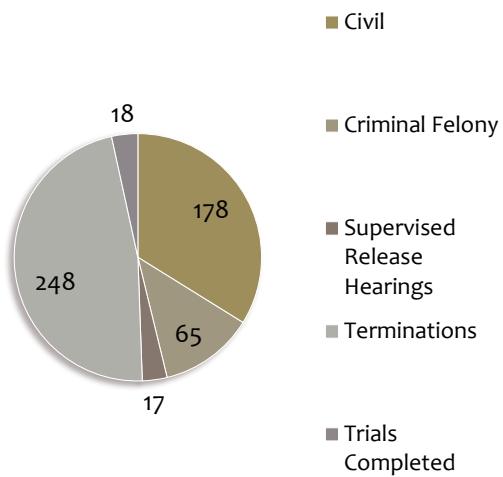
2008 Actions per Judgeship



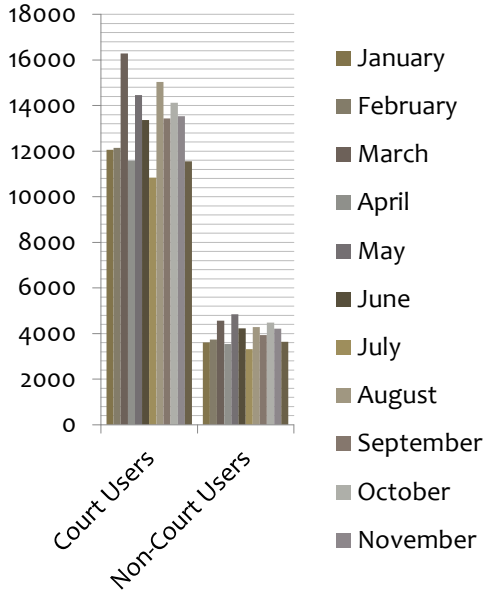
2009 Actions per Judgeship



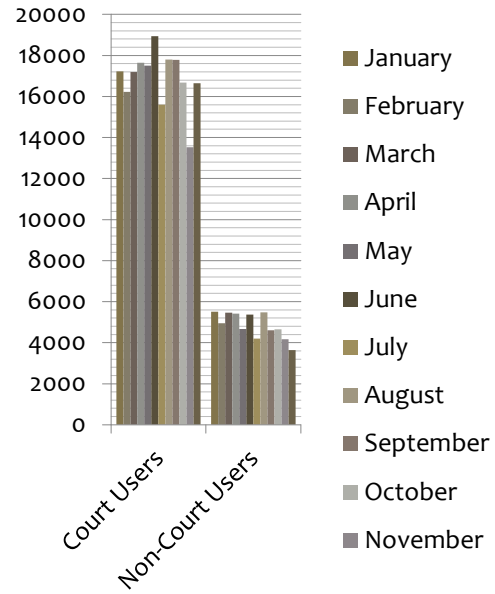
2010 Actions per Judgeship



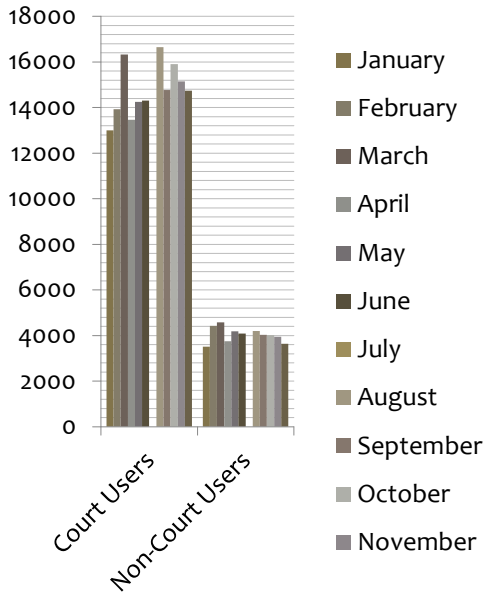
2006 CM/ECF Docket Entries



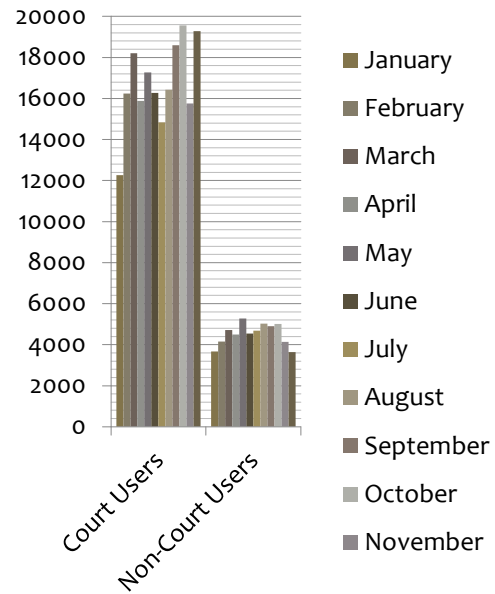
2008 CM/ECF Docket Entries



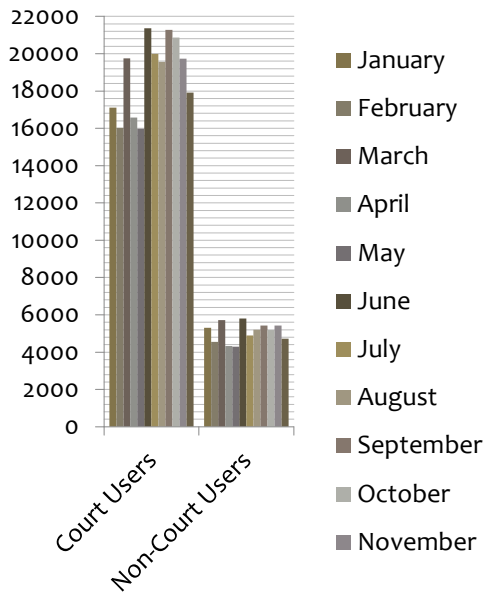
2007 CM/ECF Docket Entries



2009 CM/ECF Docket Entries



2010 CM/ECF Docket Entries



2004: Chief Judge José A. Fusté at an Employee Orientation during the initial implementation phase of CM/ECF.



2004: Docket Supervisor Nivea Ocasio, Operations Manager Lida I. Egelé, Clerk of Court Frances Ríos de Morán, Esq., and Chief Judge José A. Fusté, at a CM/ECF Employee Orientation.

Photographs



2004: Judge José A. Fusté (center) takes the oath as Chief Judge before Circuit Judge Bruce M. Selya, as the Honorable Héctor M. Laffitte (far right), the preceding chief judge, looks on.



2004: Chief Judge José A. Fusté, Clerk of Court Frances Ríos de Morán, and Management Analyst Coral Rodríguez, at a CM/ECF implementation meeting.



2004: Clerk of Court Frances Ríos de Morán, Magistrate Judge Aida M. Delgado-Colón, and District Judge Juan M. Pérez-Giménez, at a CJA Seminar.



2004: Orientation for Colombian judges.



2004: Chief Judge José A. Fusté (to the right) with Sentencing Commission Vice-Chair Judge Rubén Castillo.



2004: Judge Jaime Pieras, Jr., and Clerk of Court Frances Ríos de Morán, address a group of visiting judges from El Salvador.



2004: Chief Judge José A. Fusté presides over an Admissions Ceremony of the Federal Bar Association's student chapter.



2004: From left to right: Judge José A. Fusté, Clerk of Court Frances Rios de Morán, and Senior Judge Jaime Pieras, Jr., share a moment with retiring Senior Judge Gilberto Gierbolini.



2004: District Bar Examination.



2004: From left to right: Chief Judge Héctor M. Laffitte, Judge Juan M. Pérez-Giménez, Senior Judge Raymond L. Acosta, Judge José A. Fusté, Senior Judge Jaime Pieras, Jr., Judge Jay A. García-Gregory and retiring Senior Judge Gilberto Gierbolini.



2004: Clerk of Court Frances Ríos de Morán and her staff organized a relief activity for Haiti on the aftermath of Hurricane Jeanne.



2004: Special Naturalization Ceremony.



2004: A newly-sworn citizen stands-up in praise of her accomplishment in the midst of a Naturalization Ceremony.



2004: Clerk of Court Frances Ríos de Morán, Esq., and Chief Judge José A. Fusté (third and fifth from left to right) received a group of judges visiting from Perú.



2004: Clerk of Court Frances Ríos de Morán, Esq., reads the Citizenship Oath at a Special Naturalization Ceremony. Sitting, to her right, is former Governor Carlos Romero-Barceló.



2004: Clerk of Court Frances Ríos de Morán, Esq., presided over a Retirement Ceremony for a group of Clerk's Office employees.



2004: From left to right, Chief Judge José A. Fusté and former Governor Carlos Romero-Barceló, distribute Certificates of Citizenship to newly-sworn citizens.



2005: Pro Se Law Clerk Edgardo Rodríguez-Quilichini and Staff Attorney Ada I. García-Rivera received a group of Boy Scouts on Constitution Day.



2005: Chief Judge José A. Fusté addressed the Clerk's Office staff as part of a Constitution Day Orientation for employees.



2005: Chief Judge José A. Fusté and Clerk of Court Frances Ríos de Morán hosted a mock trial educational outreach activity for a group of students.



2005: Chief Judge José A. Fusté addresses members of the Hispanic Bar Association.



2005: Chief Judge José A. Fusté (far left) and Clerk of Court Frances Ríos de Morán (second from right) partake with U.S. Supreme Court Associate Justice Ginsburg (second from left) in her visit to Puerto Rico.



2005: Judge Aida M. Delgado-Colón, Judge Daniel R. Domínguez, Clerk of Court Frances Ríos de Morán, ICE Director, Chief Judge Fusté, and Senior U.S. District Judge Salvador E. Casellas.



2005: Special Naturalization Ceremony.



2006: The Clerk's Office officially welcomes the Holiday Season.



2006: Judge Aida M. Delgado-Colón at the precise moment of her investiture as U.S. District Judge.



2006: Magistrate Judge Aida M. Delgado-Colón is surrounded by fellow judges prior to her formal induction as U.S. District Judge.



2006: Judge Héctor M. Laffitte, Senator Orrin G. Hatch, and Judge Juan M. Pérez-Giménez.



2006: District Judge Aida M. Delgado-Colón and Clerk of Court Frances Rios de Morán are shown moments before Judge Delgado's investiture.



2006: Clerk of Court Frances Rios de Morán, Esq., gave a presentation on the Court's technological advances to a group of judges visiting from Spain.



2007: Clerk of Court Frances Rios de Morán, Esq., and Chief Judge José A. Fusté address a group of high school students during an Education Outreach Activity.



2007: Chief Judge José A. Fusté and Clerk of Court Frances Rios de Morán hosted Constitution Day for a group of students from "Colegio del Espíritu Santo."



2007: Judge Gustavo A. Gelpí received a group of Boy Scouts in his courtroom.



2007: District Conference participants.



2007: Professor Jordan Steiker, from the University of Texas at Austin School of Law, addresses members of the bar participating in a Capital Punishment Seminar.



2007: The Court's Constitution Day educational outreach consisted of a presentation where students posed as grand jurors. Depicted is the grand jury "foreperson" administering the oath to a K9 officer.



2007: Chief Judge José A. Fusté administers the Oath of Office to Magistrate Judge Bruce J. McGiverin.



2007: Judge Juan M. Pérez-Giménez congratulates a new citizen, as Magistrate Judge Camille Vélez-Rivé and Chief Judge José A. Fusté look on.



2007: Chief Judge José A. Fusté administers the Oath of Office to U.S. Magistrate Judge Marcos E. López.



2008: Chief Judge José A. Fusté looks on as former Judge Hiram R. Cancio (at the podium) addresses attendees to the Unveiling Ceremony of his portrait surrounded by his children.



2007: Chief Judge Fusté bids farewell to retiring Administrative Manager Edith Ríos (far right) sitting beside Clerk of Court Frances Ríos de Morán.



2008: Clerk of Court Frances Ríos de Morán (second from left), retired Judge Héctor M. Laffitte (fifth from left) and Chief Judge José A. Fusté (far right) with artist David Wells Roth (center) during the Unveiling Ceremony of the District Judges' Historical Portraits.



2008: Chief Judge Fusté swears-in a group of new members of the bar.



2008: Court Services Manager Rebecca Agostini-Viana, Clerk of Court Frances Ríos de Morán (first and second from left to right), and Chief Judge José A. Fusté (fourth from left) give two jurors their Certificates of Service.



2008: Judge Gustavo A. Gelpi on Constitution Day with a group of high-school students from St. Francis School.



2008: District Judges and Puerto Rico Supreme Court Associate Justices at a meeting hosted by Judge Carmen Consuelo Cerezo (shown at the far corner of the table with Chief Justice Federico Hernández Denton), Chair of the Committee on Court Relations.



2008: The Clemente Ruiz Nazario United States Courthouse permanently displays the historical flags of all states within the First Circuit.



2009: Chief Judge José A. Fusté, Resident Commissioner Jorge Pierluisi, and Clerk of Court Frances Ríos de Morán, Esq., congratulate a newly-sworn citizen.



2009: Chief Judge José A. Fusté, Resident Commissioner Jorge Pierluisi, and Judge Francisco A. Besosa, congratulate a newly-sworn citizen in the aftermath of a Naturalization Ceremony.



2009: U.S. Supreme Court Associate Justice Sonia Sotomayor greets Clerk of Court Frances Ríos de Morán as Chief Judge José A. Fusté (far left) looks on.



2009: Clerk of Court Frances Ríos de Morán (bottom center) at the CFC Kick-Off at United Way.



2009: U.S. Supreme Court Associate Justice Sonia Sotomayor flanked, from left to right by: Puerto Rico Supreme Court Chief Justice Federico Hernández Denton, Chief Judge José A. Fusté, and Circuit Judge Juan R. Torruella.



2009: Judge Francisco A. Besosa (at the center) was a member of the panel of judges at the Annual Mock Trial Competition of the Interamerican University School of Law.



2009: Plaque at the entrance of the Luis A. Ferré U.S. Courthouse in Ponce.



2009: United States Bankruptcy Judge Brian K. Tester presides over proceedings held at the Southwestern Divisional Office of the U.S. Bankruptcy Court in the newly inaugurated Luis A. Ferré U.S. Courthouse in Ponce.



2010: Chief Judge José A. Fusté and Clerk of Court Frances Ríos de Morán at the Clerk's Office Administrative Professionals' Day Brunch.



2010: CCAM Implementation Team.



2010: The Clerk of Court, Frances Ríos de Morán, with a visiting group hosted by the "Combating International Crime" initiative.



2010: CCAM User Training.



2010: Judges Aida M. Delgado-Colón and Francisco A. Besosa (at the center and far right) were part of the panel of judges of Interamerican University School of Law's Annual Mock Trial Competition.



2010: Clerk of Court Frances Ríos de Morán, Eva Guevara from TSA, and United Way Supervisor Lourdes Alcrudo-Roquette, at the Court's CFC Kick-Off activity.



2010: Chief Judge José A. Fusté bids farewell to retiring Judge Raymond L. Acosta.



2010: Chief Judge José A. Fusté presented retiring Judge Raymond L. Acosta with a plaque.



2010: A newly-sworn citizen is congratulated by (from left to right) Judge Gustavo A. Gelpí, Judge Daniel R. Domínguez, Governor Luis A. Fortuño, Judge Aida M. Delgado-Colón, and Chief Judge José A. Fusté.



2010: From left to right: Judge Daniel R. Domínguez congratulates a new citizen after a Naturalization Ceremony, accompanied by Governor Luis A. Fortuño and Judge Aida M. Delgado-Colón.