

September 18, 2012

Ms. Diane M. Fremgen  
Clerk of Supreme Court  
110 East Main Street, Suite 215  
Madison, WI 53703

RE: Rule Petition 12-07

Dear Ms. Fremgen:

Enclosed please find a modification to Supreme Court Internal Operating Procedure 1.A. Please file it as a comment to Rule Petition 12-07. I file it at this time, although we do not always publicly discuss changes to our Internal Operating Procedures, because the pendency of Rule Petition 12-07 brings it forward.

I am also sending this letter and IOP modification by electronic transmission.

Thank you for your assistance.

Sincerely,

Patience Drake Roggensack  
Justice, Wisconsin Supreme Court

PDR:pkg  
Enclosure  
cc: Supreme Court Justices

## Amendment to IOP.I.

A. *Administrative.* 1. Director of State Courts. The director of state courts, who is appointed by and serves at the pleasure of the court, administers the nonjudicial business of the court system at the direction of the court and the chief justice, who exercises administrative authority pursuant to procedures adopted by the ~~and the~~ court. The authority and responsibilities of the director are set forth in the Supreme Court Rules (SCRs), chapter 70. Those responsibilities include development of the biennial budget for the court system. See SCR 70.01 and 70.03. In development of the biennial budget and review of the court's operating budgets, the director of state courts shall work with the supreme court finance committee. The supreme court finance committee shall be comprised of the chief justice, two additional justices elected by the supreme court, the chief judge of the court of appeals and the chief of the chief judges of the circuit courts or his or her designee. The director of state courts shall be an advisor to the supreme court finance committee. The court's chief budget and policy officer and the deputy director of state courts for management services shall staff the committee. All anticipated expenditures for court staff, programs and periodic events shall be presented to the supreme court finance committee, and when approved by the supreme court, become part of the court's biennial budget submission to the department of administration. Unanticipated expenditures of court funds not approved as part of the court's biennial budget, regardless of the source of the court funds, shall be: (1) subject to the usual expense reimbursement procedure for expenses incurred in the normal course of employment; (2) subject to prior approval of the court when an expense exceeds \$3,000.