

JANICE MORRIS, CLERK

Superior and State Courts

Rockdale Judicial Circuit

Inventory & Asset Management

- Equipment
- Software
- Furniture
- Supplies

Case Flow Management

- Resource Allocation
- Policies & Procedures
- Service Quality

Financial Management

- Budget
- Audit
- Policies & Procedures
- Reporting
- Grant Management

Human Resource Management

- Hiring & Discipline
- Training & Development
- Compensation
- Safety & Security
- Recruiting & Retention
- Recognition & Reward
- Performance Assessment

Leadership

- Visioning
- Strategic Planning
- Quality Control
- Process Improvement
- Change Management
- Needs Assessment

Information Technology Management

- Data Security
- Vendor Management
- Research
- Court Technology

Legal & Regulatory Compliance

- OCGA
- USCR
- DOR
- DOJ
- DOL
- State Reporting
- Indexing Standards
- Secretary of State

Communication

- Website
- Public Speaking
- Brochures
- Stake Holder Collaboration
- Media Relations
- Community Involvement

Record Management

- Emergency Preparedness
- Disaster Recovery
- Archives
- Retention Schedules

Other Functions

- Jury Management
- Board of Equalization
- Legislative Analysis
- Passports
- Notary Commissions



APPROACHABLE, ACCESSIBLE & ACCOUNTABLE