

JUDICIAL BRANCH



2025-2026 SUPPLEMENTAL BUDGET REQUEST

Supreme Court of Wyoming
Cheyenne, Wyoming 82002

KATE M. FOX
CHIEF JUSTICE



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CHEYENNE, WY 82002
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November 1, 2024

Senator Dave Kinskey
Representative Bob Nicholas
Joint Appropriations Committee
200 West 24th Street
Capitol Building, E201
Cheyenne, WY 82002

Re: Wyoming Judicial Branch Budget

Dear Chairman Kinskey, Chairman Nicholas, and members of the Joint Appropriations Committee,

The Wyoming Judicial Branch continues its very frugal spending tradition, with less than 4% of the General Fund allocated to it in the 2025-2026 biennium. We continue our critical role in maintaining law and order, to ensure the rights of litigants, the safety of our communities, and the stability of our businesses. Our judges and staff work every day to provide the just, speedy, and inexpensive resolution of Wyoming citizens' disputes. We are also mindful of the demands for resources you receive for many worthy purposes, and of your obligation to be fiscally responsible.

That is why our budget exception request is limited to two positions in our Branchwide Resource budget, both of which provide support across the Branch. Both positions were authorized by the 2022 legislature and funded through June 30, 2025. They have proven their function is necessary to the effective operation of the Branch, and we therefore request that you authorize permanent funding for 1) an Education Coordinator, to provide top-notch continuing education to our judges and clerks, enabling them to provide better service to litigants; and 2) a Records Specialist, to assist the circuit courts' responsiveness to constituent records requests, and to train clerks in archiving court records.

Thank you for your attention to this matter and for your service to the State of Wyoming.

Sincerely,

A handwritten signature in blue ink that reads "Kate M. Fox".

Kate M. Fox
Chief Justice

KMF:gs



WYOMING JUDICIAL BRANCH 2025-2026 SUPPLEMENTAL BUDGET REQUEST

Submitted by:

Signature

Kate M. Fox

Name

Kate M. Fox

Title

Chief Justice

Person(s) responsible for the preparation of this budget:

Elisa Butler, State Court Administrator

Claire Smith, Deputy Administrator / Chief Fiscal Officer

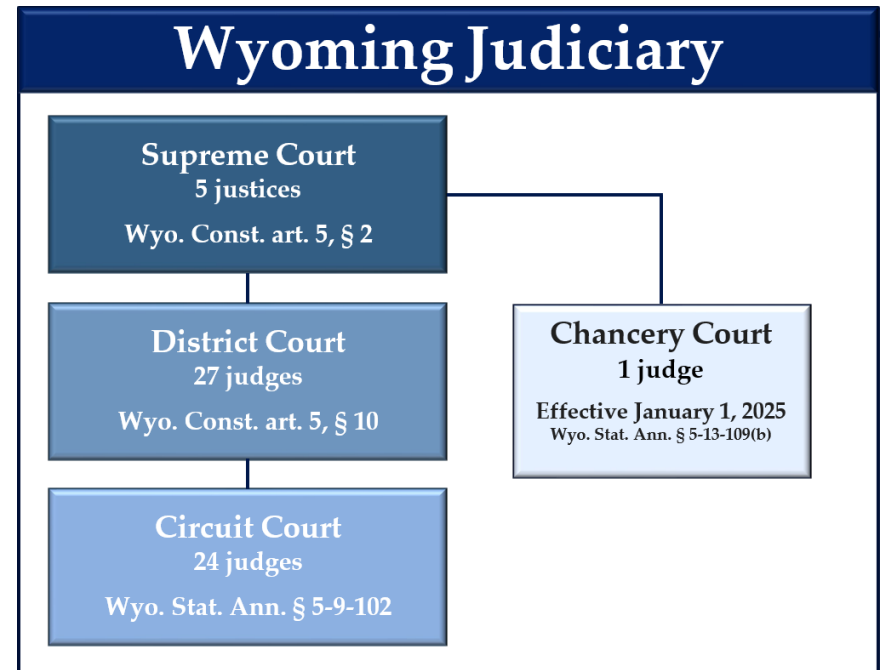
AGENCY 101 SUPREME COURT

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INTRODUCTION TO THE WYOMING JUDICIAL BRANCH

The Judicial Branch serves a critical role in Wyoming's democratic process, and in maintaining law and order for our citizens. It ensures the constitutional rights of litigants, the safety of our communities, and the stability of our businesses. Our judges and staff work every day to provide the just, speedy, and inexpensive resolution of Wyoming's citizens' disputes. As envisioned by the founders over two hundred years ago, when the judicial system protects the rights of one, the rights of all remain secure.

The Wyoming Judicial Branch delivers this constitutionally guaranteed public service with only 352 employees, justices, judges, and retired judges in four distinct jurisdictional court conferences and one administrative office. The Supreme Court of Wyoming is a constitutional court and acts as the final arbiter of all issues involving Wyoming law. The 27 district courts are also constitutional and act as the general jurisdiction courts in Wyoming, meaning that these courts decide all cases not constitutionally or statutorily reserved to another court. The chancery court was created by the legislature in 2019 and is tasked with expeditiously resolving complex business, trust, and similar cases. The circuit courts of Wyoming, also a legislative creation, provide resolution of cases involving traffic offenses, misdemeanors, protection orders, evictions, and civil cases with up to \$50,000 in dispute. Wyoming courts handled more than 100,000 cases for Wyoming citizens in Fiscal Year 2024.



SUMMARY OF JUDICIAL BRANCH EXCEPTION REQUESTS

Priority	Amount	Source	Ongoing	Description	Page
1	\$180,708	General Fund	Yes	Transfer of time-limited positions to permanent positions	SC-4

AGENCY SUPREME COURT		AGENCY NO. 101			
1		2025/2026	Supplemental	Total	Supreme
Description	Code	Appropriation	Request	Request	Court Recommendation
ADMINISTRATION	0100	17,026,965	-	17,026,965	17,026,965
JUDICIAL NOMINATING COMM	0200	34,942	-	34,942	34,942
CHANCERY COURT	0300	1,228,228	-	1,228,228	1,228,228
LAW LIBRARY	0400	1,328,227	-	1,328,227	1,328,227
CIRCUIT COURTS	0500	36,103,730	-	36,103,730	36,103,730
COURT TECHNOLOGY	0600	13,927,523	-	13,927,523	13,927,523
JUDICIAL RETIREMENT	0700	1,750,598	-	1,750,598	1,750,598
TREATMENT COURT	0800	6,927,739	-	6,927,739	6,927,739
BRANCHWIDE RESOURCES	0900	6,642,374	180,708	6,823,082	6,823,082
TOTAL BY DIVISION		84,970,326	180,708	85,151,034	85,151,034
PERSONAL SERVICES	0100	60,750,514	180,180	60,930,694	60,930,694
SUPPORTIVE SERVICES	0200	9,439,362	-	9,439,362	9,439,362
CENTRAL SERVICES/DATA SERVICES	0400	203,863	528	204,391	204,391
GRANTS	0600	8,156,701	-	8,156,701	8,156,701
CONTRACTUAL SERVICES	0900	6,419,886	-	6,419,886	6,419,886
TOTAL BY OBJECT SERIES		84,970,326	180,708	85,151,034	85,151,034
SOURCE OF FUNDING					
GENERAL FUND	G	66,275,613	180,708	66,456,321	66,456,321
SPECIAL REVENUE	R	15,517,711	-	15,517,711	15,517,711
TOBACCO TRUST FUND	X	2,398,072	-	2,398,072	2,398,072
FEDERAL FUNDS	X	778,930	-	778,930	778,930
TOTAL BY FUNDING		84,970,326	180,708	85,151,034	85,151,034
AUTHORIZED EMPLOYEES					
FULL TIME EMPLOYEE COUNT		217	2	219	219
PART TIME EMPLOYEE COUNT		21	-	21	21
TIME LIMITED POSITIONS - EXPIRE JUNE 30, 2025		3	(3)	-	-
TOTAL AUTHORIZED EMPLOYEES		241	(1)	240	240

AGENCY DIVISION	SUPREME COURT BRANCHWIDE RESOURCES				AGENCY NO. 101 DIVISION NO. 0900
1		2	3	4	5
Description	Code	2025/2026 Appropriation	Supplemental Request	Total Request	Supreme Court Recommendation
BRANCHWIDE RESOURCES	0901-001-901	6,642,374	180,708	6,823,082	6,823,082
TOTAL BY UNIT		6,642,374	180,708	6,823,082	6,823,082
PERSONAL SERVICES	0100	5,863,451	180,180	6,043,631	6,043,631
SUPPORTIVE SERVICES	0200	463,079	-	463,079	463,079
CENTRAL SERVICES/DATA SERVICES	0400	-	528	528	528
CONTRACTUAL SERVICES	0900	315,844	-	315,844	315,844
TOTAL BY OBJECT SERIES		6,642,374	180,708	6,823,082	6,823,082
SOURCE OF FUNDING					
GENERAL FUND	G	6,456,734	180,708	6,637,442	6,637,442
SPECIAL REVENUE	R	185,640	-	185,640	185,640
FEDERAL FUNDS	X	-	-	-	-
TOTAL BY FUNDS		6,642,374	180,708	6,823,082	6,823,082
AUTHORIZED EMPLOYEES					
FULL TIME EMPLOYEE COUNT		-	2	2	2
PART TIME EMPLOYEE COUNT		-	-	-	-
TIME LIMITED POSITIONS - EXPIRE JUNE 30, 2025		3	(3)	-	-
TOTAL AUTHORIZED EMPLOYEES		3	(1)	2	2



BRANCHWIDE RESOURCES

The Branchwide Resources budget is reserved for costs that apply to the entire Judicial Branch or across multiple budget divisions within the Branch, including legal resource subscriptions, security, treatment court magistrates, education, and unfunded liability for annual leave and sick leave buy-outs for long-term employees who retire or terminate employment.

Included in this budget are three time-limited positions received during the 2022 Session and authorized through June 30, 2025. These positions are housed in the Administrative Office of the Courts, and the Judicial Branch is requesting permanent funding for two of those positions.

Standard Budget Request: \$ 6,642,374

EXCEPTION BUDGET REQUESTS

Priority #1 – Positions

The time-limited positions received in 2022 have proven their value to the Branch. Of the three time-limited positions received, the Judicial Branch is requesting that two of these positions become permanent full-time positions.

1. Education Coordinator – The Judicial Branch Education Coordinator is responsible for the planning, coordination,

and execution of educational programs and events for judicial officers and court staff. This position also manages the Judicial Branch's Learning Management System (LMS), ensuring efficient delivery of training content and tracking participant progress. The Education Coordinator works closely with various stakeholders to ensure all educational initiatives are effectively organized, support professional development, and comply with judicial training standards.

0103 Salaries Classified	\$ 68,640
0105 Employer Paid Benefits	\$ 17,119
0196 Employer Health Insurance	\$ 11,419
0420 Telecommunications	\$ 264
Position Request	1 FTE

Total Request \$ 97,442

2. Records Specialist – The Judicial Branch Records Specialist is responsible for assisting in the management, preservation, and retrieval of official court records to assist the circuit courts' responsiveness to constituent records requests. This position works closely with court staff, state agencies, and the public to ensure timely access to court

documents, adherence to legal requirements, and proper record retention policies. The Records Specialist ensures the systematic preservation of important documents allowing for easy retrieval when needed. Effective archiving and record management reduce the need for physical storage space and minimize the time spent searching for documents. This position has been invaluable in training circuit court staff on proper archiving of court records and assisting in bringing archiving up-to-date in many of the courts.

0103 Salaries Classified	\$ 57,262
0105 Employer Paid Benefits	\$ 14,321
0196 Employer Health Insurance	\$ 11,419
0420 Telecommunications	<u>\$ 264</u>
Position Request	1 FTE
Total Request	\$ 83,266

Total Permanent Funding Exception Request	\$180,708
Total Full Time Permanent Position Request	2

Expiring June 30, 2025:

- 3 Time-limited positions
- Estimated reversion = \$155,000

The Chief Justice of the Wyoming Supreme Court recommends approval of the Exception Budget Request and that the funds requested are biennialized for BFY27.

AGENCY	SUPREME COURT	Wyoming On-Line Financial System Code							
DIVISION	BRANCHWIDE RESOURCES	AGY	DIVISION	UNIT	FUND	APPR UNIT			
UNIT	BRANCHWIDE RESOURCES	101	0900	0901	001	901			
1		2		3		4		5	
Description		Code	2025/2026 Appropriation	Supplemental Request		Total Request		Supreme Court Recommendation	
EXPENDITURES									
SALARIES CLASSIFIED	0103	4,782,889		125,902		4,908,791		4,908,791	
EMPLOYER PD BENEFITS	0105	1,080,562		31,440		1,112,002		1,112,002	
EMPLOYER HEALTH INS BENEFITS	0196	-		22,838		22,838		22,838	
PERSONAL SERVICES	0100	5,863,451		180,180		6,043,631		6,043,631	
REAL PROPERTY REP & MT	0201	-		-		-		-	
EQUIPMENT REP & MNTC	0202	-		-		-		-	
UTILITIES	0203	-		-		-		-	
COMMUNICATION	0204	25,495		-		25,495		25,495	
DUES-LICENSES-REGIST	0207	198,799		-		198,799		198,799	
ADVERTISING-PROMOTION	0208	-		-		-		-	
MISCELLANEOUS	0210	-		-		-		-	
TRAVEL IN STATE	0221	80,809		-		80,809		80,809	
TRAVEL OUT OF STATE	0222	14,040		-		14,040		14,040	
PERMANT ASSIGNED VEHICLES	0223	-		-		-		-	
BD/COMM TRAVEL REIMBURSEMENT	0227	-		-		-		-	
SUPPLIES	0230	-		-		-		-	
OFFICE SUPPL-PRINTING	0231	59,283		-		59,283		59,283	
MEDICAL-LAB SUPPLIES	0235	-		-		-		-	
EDUCA-RECREATNL SUPP	0236	84,653		-		84,653		84,653	
SUPPORTIVE SERVICES	0200	463,079		-		463,079		463,079	
TELECOMMUNICATIONS	0420	-		528		528		528	
CENTRAL SERVICES/DATA SERVICES	0400	-		528		528		528	
PROFESSIONAL FEES	0901	315,844		-		315,844		315,844	
CONTRACTUAL SERVICES	0900	315,844		-		315,844		315,844	
EXPENDITURE TOTALS			6,642,374	180,708		6,823,082		6,823,082	
SOURCE OF FUNDING									
GENERAL FUND	1001	6,456,734		180,708		6,637,442		6,637,442	
GENERAL FUND	G	6,456,734		180,708		6,637,442		6,637,442	
JUDICIAL SYSTEMS AUTOMATION	5710	185,640		-		185,640		185,640	
SPECIAL REVENUE	R	185,640		-		185,640		185,640	
TOTAL FUNDING			6,642,374	180,708		6,823,082		6,823,082	
AUTHORIZED EMPLOYEES									
FULL TIME EMPLOYEE COUNT		-		2		2		2	
PART TIME EMPLOYEE COUNT		-		-		-		-	
TIME LIMITED POSITIONS - EXPIRE JUNE 30, 2025		3		(3)		-		-	
TOTAL AUTHORIZED EMPLOYEES			3	(1)		2		2	