



WASHINGTON  
COURTS

**DISTRICT AND MUNICIPAL  
COURT JUDGES' ASSOCIATION**

***BOARD MEETING***

**October 9, 2015**

**AOC SEATAC OFFICE  
SEATAC, WASHINGTON**

# DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION SCHEDULE OF BOARD MEETINGS

## 2015-2016

<i>DATE</i>	<i>TIME</i>	<i>MEETING LOCATION</i>
<b><i>Tentative: Friday, July 10, 2015</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, Aug. 14, 2015</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Thursday, Sept. 3, 2015</i></b>	10:30 a.m. – 1:30 p.m.	AOC Puget Sound Conf. Room, Olympia
<b><i>Friday, Oct. 9, 2015</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, Nov. 13, 2015</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, Dec. 11, 2015</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, Jan. 8, 2016</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, Feb. 12, 2016</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, March 11, 2016</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, April 8, 2016</i></b>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<b><i>Friday, May 13, 2016 &amp; Saturday, May 14, 2016</i></b>	May 13: 12:00-5:00 p.m. May 14: 9:00-1:00 p.m.	Dayton, WA Location TBD
<b><i>Sunday, June 5, 2016</i></b>	9:00 a.m. – 12:00 p.m.	TBD, in conjunction with Spring Program

AOC Staff: Sharon Harvey

(AOC Conference Room Reserved)

Updated: October 2, 2015



**DMCJA BOARD MEETING**  
**FRIDAY, OCTOBER 9, 2015**  
**12:30 PM – 3:30 PM**  
**AOC SEATAC OFFICE**  
**SEATAC, WA**

**PRESIDENT JUDGE DAVID STEINER**

AGENDA	TAB	ESTIMATED TIME
<b>Call to Order</b>		<b>5 minutes</b>
<b>General Business</b> A. Minutes – September 3, 2015 (pp 1-5) B. Treasurer’s Report – <i>Judge Burrowes</i> (pp 7-20) C. Special Fund Report – <i>Judge Ahlf</i> (pp 21-23) 1. Lobbying Services for Judicial Pension Fund and Retirement (pp 25-31) D. Standing Committee Reports 1. Legislative Committee – <i>Judge Meyer</i> (pp 33-48) a. Proposed Legislation for 2016 Legislative Session: (1) Parks Discover Pass Fine Split, (2) Bail Bonds regarding the Surrender of a Defendant, and (3) Judges Reviewing Databases 2. Rules Committee Meeting Minutes for August 26, 2015 (pp 49-50) 3. Diversity Committee Meeting Minutes for September 15, 2015 (pp 51-52) E. Trial Court Advocacy Board (TCAB) Update – <i>Judge Steiner</i> F. JIS Report – <i>Ms. Vicky Cullinane</i>	<b>1</b>	<b>10 minutes</b>
<b>Liaison Reports</b> A. District and Municipal Court Management Association ( <b>DMCMA</b> ) – <i>Ms. Linda Baker</i> B. Misdemeanant Corrections Association ( <b>MCA</b> ) – <i>Ms. Deena Kaelin</i> C. Superior Court Judges’ Association ( <b>SCJA</b> ) – <i>Judge Michael Downes</i> D. Washington State Bar Association ( <b>WSBA</b> ) – <i>Ann Danieli, Esq.</i> E. Washington State Association for Justice ( <b>WSAJ</b> ) – <i>Shirley Bluhm, Esq.</i> F. Administrative Office of the Courts ( <b>AOC</b> ) – <i>Mr. Dirk Marler</i> G. Board for Judicial Administration ( <b>BJA</b> ) – <i>Judges Garrow, Jasprica, Lambo, and Ringus</i>		<b>15 minutes</b>
<b>Action</b> A. Rules Committee Memorandum for Revisit of CrRLJ 3.2 (pp 53-64)	<b>2</b>	<b>20-30 minutes</b>
<b>Discussion</b> A. Board Review of DMCJA Operational Rules and Modern Rules of Order (pp 65-74)	<b>3</b>	<b>60 -120 minutes</b>

<p>B. Whether DMCJA Dues Should Remain As Set and Whether a 2016 Special Fund Assessment Is Necessary (pp 75-79)</p> <ol style="list-style-type: none"> <li>1. District and Municipal Court Judges Association – Dues Policy</li> <li>2. DMCJA Conference Registration Fee Payment for Members in Good Standing</li> <li>3. DMCJA Reserves Committee Meeting Minutes – June 9, 2015</li> </ol> <p>C. Whether DMCJA Should Require Payment of BJA Dues (\$55) as Condition of Good Standing (pp 81-83)</p> <ol style="list-style-type: none"> <li>1. Excerpt of 2012 Minutes regarding BJA Dues for DMCJA Good Standing</li> </ol> <p>D. Whether New Judges Should Be Announced on the DMCJA Listserv (pp 85-87)</p> <p>E. Request for Funding – Faculty Development Training (p 89)</p> <p>F. Request for Funding – MCA Conference Workshop (pp 91-95)</p> <p>G. Public Outreach Committee Status Update – <i>Judge Gehlsen</i> (p 97)</p>		
<p><b>Information</b></p> <p>A. 2015-2016 DMCJA Nominating Committee Roster (p 99)</p> <p>B. Judicial Needs Estimate Workgroup Status Update (p 101)</p> <p>C. DMCJA Representatives for Bill 5177 Workgroup. This group will consider and facilitate the use of video testimony by state competency evaluators and other representatives of the Department of Social and Health Services and state hospitals in court matters under RCW 10.77. (p 103-105)</p> <p>D. 2014-2015 Youth &amp; Government Financial Summary Report (pp 107-110)</p>	4	
<p><b>Other Business</b></p> <p>A. The next DMCJA Board Meeting is Friday, November 13, 2015, at the AOC SeaTac Office.</p>		
<p><b>Adjourn</b></p>		





**DMCJA Board of Governors Meeting**  
**Friday, September 3, 2015, 10:30 a.m. – 1:30 p.m.**  
**AOC Eastside Office Building**  
**Olympia, WA**

**MEETING MINUTES**

**Members Present:**

Chair, Judge David Steiner  
Judge Scott Ahlf  
Judge Joseph Burrowes  
Judge Karen Donohue  
Judge Douglas Fair  
Judge Michelle Gehlsen  
Judge Judy Jasprica (non-voting)  
Judge G. Scott Marinella  
Judge Samuel Meyer  
Commissioner Susan Noonan  
Judge Kevin Ringus (non-voting)  
Judge Rebecca Robertson  
Judge Douglas Robinson  
Judge Charles Short  
Judge David Svaren  
Judge Tracy Staab

**Guests:**

Ms. Linda Baker - DMCMA  
Karen Campbell, Esquire – NJP  
Judge Michael Downes - SCJA  
Leslie Owen, Esquire - NJP

**AOC Staff:**

Ms. Vicky Cullinane, Business Liaison  
Ms. Sharon R. Harvey, Primary DMCJA Staff  
Mr. Dirk Marler, AOC Liaison

**Members Absent:**

Judge Janet Garrow (non-voting)  
Judge Michael Lambo (non-voting)

Judge David Steiner, District and Municipal Court Judges' Association (DMCJA) President, noted a quorum was present and called the DMCJA Board of Governors (Board) meeting to order at 10:30 a.m. Judge Steiner asked attendees to introduce themselves.

**GENERAL BUSINESS**

A. Minutes

The Board motioned, seconded, and passed a vote (M/S/P) to approve the Board Meeting Minutes for August 14, 2015.

B. Treasurer's Report

M/S/P to approve the Treasurer's Report. Judge Burrowes informed that he provided a bank statement to illustrate where DMCJA money is being spent.

C. Special Fund Report

M/S/P to approve the Special Fund Report. Judge Ahlf, DMCJA Vice President, reported that he and Judge Marinella, former DMCJA Vice President, are in the process of switching the Special Fund account from Judge Marinella to Judge Ahlf. Judge Ahlf received an invoice of twenty-five hundred dollars (\$2500) from Ms. Melanie Stewart, DMCJA Lobbyist. Judges Ahlf and Marinella will work together to assure that Ms. Stewart is paid for services rendered regarding judges' retirement and pension funds.

*1. Legislative Committee*

Judge Meyer reported that there is nothing new to report since there has been no DMCJA Legislative Committee meeting since the last Board meeting on August 14, 2015. The next DMCJA Legislative Committee meeting is scheduled for September 11, 2015 at the AOC SeaTac Office.

Trial Court Advocacy Board (TCAB)

Judge Steiner reported that he has no update because the TCAB has not met in September. He informed that it is possible there will be a TCAB meeting in October 2015.

Judicial Information System Committee (JISC)

Judge Marinella reported that the JISC met on August 28, 2015 at the AOC SeaTac Office. He informed that there are six new JISC members, who are being brought up to speed with the work of the JISC. Ms. Cullinane briefed Judges Marinella and Svaren, DMCJA Representatives for the JISC, on background information relating to the JISC. At the JISC meeting, the group discussed retention policies for small claims expanding ten years and judgment aspects of small claims. Members then reviewed the supplemental legislative budget. There is \$5.3 million of JISC money provided to fund the data exchange project. Judge Marinella stated that many thought the funds would come from the General Fund, however, Justice Fairhurst informed that there was no agreement with the Legislature as a whole for this to occur. The agreement was with three legislators. The AOC is working on three case management system (CMS) projects, namely, (1) Superior Court (SC) CMS, (2) Court of Appeals (COA) CMS, and (3) courts of limited jurisdiction (CLJ) CMS. The CLJ-CMS Project budget is on track with its timelines. The JISC passed a motion regarding costs of court implementation. The King County Data Exchange has created a Steering Committee that consists of King County and the Administrative Office of the Courts personnel only. Judge Marinella further reported that Pierce County, Snohomish County, and Spokane County are developing a system. He further noted that there is a financial dispute between the COA Management and its CMS contractor. Judge Marinella mentioned that the AOC is moving forward with limited resources and noted that if the AOC loses resources it could impact on-going projects. The CLJ-CMS Project, which was the last to get initiated will be the first to be greatly impacted if AOC resources are taken.

Judicial Information System (JIS) Report

Ms. Cullinane briefly reported on the status of the CLJ-CMS Project. The project is close to completing requirements gathering and will move into the procurement process. She reported that the project was specifically funded beginning in January 2016. The legislature attached a number of provisos to the project funding. The project sponsors are reviewing the provisos and will determine how best to address them.

Ms. Cullinane then reported on Information Technology Governance (ITG) Request 41, which relates to the destruction of case records in the Judicial Information System (JIS). The Judicial Information System Committee approved a new policy that will result in certain non-conviction criminal records being deleted after a number of years. The case destruction process will begin early next year with pilot courts, then alphabetically by court. Beginning in October 2015, judges will have the ability to flag individual cases to be retained in perpetuity, within the guidelines of the policy. Judges will have at least 90 days to flag cases before the destruction begins. Detailed instructions will be provided to judges and court staff in the near future.

**LIAISON REPORTS**

SCJA – Judge Downes, Superior Court Judges' Association (SCJA) Liaison, addressed the SCJA's proposed Office of Trial Court Policy and Research (OTCPR). Judge Downes informed that the legislative proposal for the OTCPR primarily stems from the SCJA's desire for its staff person to report directly to SCJA leaders. Currently, the AOC provides staff for trial court associations and these staff persons are hired and fired by the AOC. In contrast, under the OTCPR, AOC Staff would be solely employed by the OTCPR. Judge Downes further stated that the OTCPR would have more direct dealings with the Legislature. OTCPR would also have research based decisions, according to Judge Downes. He further informed that the OTCPR staff would be

taken from AOC full time equivalents (FTEs). Although the actual number of staff needed is uncertain, SCJA written documents state that approximately twelve AOC Staff are necessary for the proposed agency. Judge Downes further stated that the SCJA is seeking to move resources from one agency, the AOC, to another agency, the OTCPR. A question was raised regarding whether there was a legal reason that the AOC must have the ability to hire and fire association support staff. Judge Downes expressed that he could ask for an Attorney General's opinion regarding this legal question. Judge Downes further stated that the OTCPR idea has been circulating among the SCJA for fifteen years and that the Trial Court Advocacy Board (TCAB) was an attempt to address SCJA concerns regarding legislative funding, which is another SCJA concern.

*DMCMA* – Ms. Linda Baker, District and Municipal Court Management Association (DMCMA) President, informed that the DMCMA agenda misstates the date of the November meeting. The correct meeting date is November 10, 2015 and not November 20, 2015. The DMCMA is seeking to have a two-day conference in the Spokane and Olympia areas.

AOC – Dirk Marler, Administrative Office of the Courts (AOC) Representative, addressed two issues, namely, (1) the AOC organizational structure in response to the SCJA proposed Office of Trial Court Policy and Research, and (2) a request for DMCJA peer assistance for a judge and administrator in a jurisdiction that is considering eliminating its municipal court. Mr. Marler indicated that he has worked with the city on judicial independence issues but a fellow judge may be more helpful regarding policy considerations. Judges discussed courts that have been impacted by this issue. Judge Fair suggested that DMCJA consider forming a “fire brigade” similar to the one employed by the Bench-Bar-Press Committee to address this recurring issue. Mr. Marler noted that the BJA once had a Court Independence Response Team that was created to bring people together regarding this issue, but the group was not effective and dissolved.

M/S/P to place on the October 9, 2015 agenda the issue regarding when a court is disbanded whether the DMCJA cares and under what circumstances? The issue will be addressed as follows:

1. In which situations when a court is talking about moving into or out of another court will we consider intervening with a fire brigade?
2. Do we wish to set up a fire brigade?

Mr. Marler then addressed an issue regarding the DMCJA listserv that relates to who constitutes as Chamber staff. General Rule (GR) 31.1, which governs Administrative Public Records requests, becomes effective on January 1, 2016. Mr. Marler stated that the AOC wants to be deliberate and create a policy or protocol that is consistent and legally defensible. Judge Ahlf, Chair of the GR 31.1 Implementation Workgroup, informed that he met with the SCJA and Ms. Callie Dietz, State Court Administrator, regarding this issue, and the discussion was that Ms. Harvey, Primary DMCJA Staff, should be the only non-judge to be considered Chambers Staff under GR 31.1. Issues regarding AOC staff with send only privileges on the listserv were also briefly discussed.

*BJA* – Judge Ringus, Board for Judicial Administration (BJA) representative, reported that the BJA met on Friday, August 21, 2015. Attendees received a Members Guide. The AOC gave a presentation on its functions and how agency departments intersect. There was also a supplemental budget preview. The next BJA meeting is Friday, September 18, 2015. Standing Committees will be discussed at the next meeting.

## **ACTION**

### A. Relicensing Initiative

M/S/P that the DMCJA will support a Statewide Relicensing Project as a concept with the understanding that when a specific program is created the Board will have an opportunity to vote on the details of the Statewide Relicensing Program.

Mr. Howard Delaney, Spokane Municipal Court Administrator, presented on the benefits of the Relicensing Program in Spokane, WA. Mr. Delaney has worked with relicensing programs since 1998 and discovered that despite initial skepticism from groups such as the Department of Licensing (DOL), the DOL and others began to see the benefits of the system. One benefit is that courts get paid monies owed. For instance, once eleven jurisdictions in a county were added to the program, a defendant was able to make one payment that would be paid equally and contemporaneously to all courts in which the defendant had financial obligations. Although courts did not receive the total amount owed in one lump sum, courts received smaller amounts on a monthly basis. Many courts soon realized that a little money is better than no money. Mr. Delaney added that cash flow allows the county court to function. The Program does not financially burden the defendant, who must be on state assistance or employed. A defendant paying into the Program is able to retain a driver's license, which is helpful for those needing transportation to get to their jobs. Mr. Delaney encouraged that all defendants with Driving While License Suspended in the third degree (DWLS 3<sup>rd</sup>) charges should be allowed to participate in the Relicensing Program. He also found that an administration fee of one hundred dollars not only made defendants more likely to comply with Program requirements but also provided the funding necessary to run the Program. The courts' caseloads also reduced because of the relicensing program. Mr. Delaney stated that the Spokane Relicensing Program works because he showed prosecutors, public defenders, collection agencies, and courts how the Program works for everyone. The collection companies could now focus on defendants who would pay and not the group of defendants participating in the Program who almost never paid monies owed. Statistics were provided in the DMCJA Supplemental Agenda packet.

Mr. Delaney stated that the lessons learned from the Spokane Relicensing Program were that it is not a scary program, it does not mean giving up Judicial Independence, and it has changed the attitude of the offenders. In Spokane, the Program allows a defendant to waive one monthly payment because of a holiday, such as Christmas. There will be a Stakeholders Meeting regarding the statewide relicensing initiative on Friday, September 25, 2015, in which all Board Members are invited.

## **DISCUSSION**

### Office of Trial Court Policy and Research

M/S/P to discuss the Board's position regarding the Office of Trial Court Policy and Research (OTCPR) and to postpone consideration to the October 9, 2015 Board Meeting the issues relating to (1) Board Review of DMCJA Operational Rules and Modern Rules of Order, (2) Whether a 2016 Special Fund Assessment is Necessary and Whether DMCJA Dues Should Remain As Set, (3) Whether DMCJA Should Require Payment of BJA Dues (\$55) as a Condition of Good Standing, and (4) Whether New Judges Should be Announced on the DMCJA Listserv.

M/S/P to publicly state that the DMCJA neither supports nor opposes the SCJA proposed Office of Trial Court Policy and Research. Judge Steiner will speak with SCJA leaders regarding the OTCPR.

#### A. Board Review of DMCJA Operational Rules and Modern Rules of Order

M/S/P to postpone consideration of this issue until the next Board Meeting on October 9, 2015.

#### B. District and Municipal Court Management Association (DMCMA) Liaison Position Vacancy

Judge Steiner made an executive decision to appoint Judge Ahlf, DMCJA Vice-President, as the DMCMA liaison. Judge Steiner stated that he has made an executive decision that the DMCMA Liaison shall be the DMCJA Vice-President unless and until a new DMCJA President reverses this mandate.

C. Ethics Advisory Committee Position Vacancy

The Board was informed that Judge Michelle "Shelley" Szambelan was appointed to the Ethics Advisory Committee. Judge Szambelan will replace Judge Joshua Grant, who retired on July 1, 2015.

D. Whether a 2016 Special Fund Assessment is Necessary and Whether DMCJA Dues Should Remain As Set

M/S/P to postpone consideration of this issue until the next Board Meeting on October 9, 2015.

E. Whether DMCJA Should Require Payment of BJA Dues (\$55) as Condition of Good Standing

M/S/P to postpone consideration of this issue until the next Board Meeting on October 9, 2015.

F. Whether New Judges Should Be Announced On The DMCJA Listserv

M/S/P to postpone consideration of this issue until the next Board Meeting on October 9, 2015.

**INFORMATION**

- A. The Supreme Court letter regarding the appointment of Judge Michelle "Shelley" Szambelan as the DMCJA Representative on the Ethics Advisory Committee was provided to the Board.
- B. The AOC provided PowerPoint slides to illustrate its organizational structure and functions in light of the SCJA proposed Office of Trial Court Policy and Research.

**OTHER BUSINESS**

- A. The Joint Meeting with the Supreme Court Justices, the DMCJA Board of Governors, and the SCJA Board of Trustees will be held immediately following this September 3, 2015 Board Meeting from 2 p.m. to 4 p.m. at the Temple of Justice in Olympia, WA. Justice Fairhurst will host a reception at 4:30 p.m. following the Joint Meeting.
- B. The next DMCJA Board Meeting is Friday, October 9, 2015, at the AOC SeaTac Office.

**ADJOURNED** at 1:35 p.m.



# District and Municipal Court Judges' Association

## *President*

JUDGE DAVID STEINER  
King County District Court  
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(206) 477-2102

## *President-Elect*

JUDGE G. SCOTT MARINELLA  
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## *Vice-President*

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## *Secretary/Treasurer*

JUDGE JOSEPH M. BURROWES  
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## *Past President*

JUDGE DAVID A. SVAREN  
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## *Board of Governors*

JUDGE KAREN DONOHUE  
Seattle Municipal Court  
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JUDGE DOUGLAS J. FAIR  
Snohomish County District Court  
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JUDGE MICHELLE K. GEHLSSEN  
Bothell Municipal Court  
(425) 487-5587

JUDGE SAMUEL MEYER  
Thurston County District Court  
(360) 786-5562

COMMISSIONER SUSAN J. NOONAN  
King County District Court  
(206) 477-1720

JUDGE REBECCA C. ROBERTSON  
Federal Way Municipal Court  
(253) 835-3000

JUDGE DOUGLAS B. ROBINSON  
Whitman County Dist. Court  
(509) 397-5297

JUDGE CHARLES D. SHORT  
Okanogan County District Court  
(509) 422-7170

JUDGE TRACY A. STAAB  
Spokane Municipal Court  
(509) 625-4400

**To:** President Steiner; DMCJA Officers; DMCJA Board of Governors

**From:** Joseph M. Burrowes, DMCJA Treasure

**Subject:** Monthly Treasure's Report for September 2015

Dear President Steiner, Officers and Members of the DMCJA:

The following is a summary of the total DMCJA accounts, expenditures and deposits, as well as an update regarding the finances of our associations.

## ACCOUNTS

US Bank Platinum Business Money Market Account  
Fund Balance - \$100,594.13, as of September 29, 2015.

Bank of American Accounts:

Investment Account - \$56,044.24 as of September 29, 2015.

Checking Account - \$8,395.46 as of September 29, 2015.

## EXPENDITURES

Total 2015/2016 adopted budget:	\$253,400.00
Total expenditures to date (September 29, 2015):	\$15,429.88
Total remaining budget as of September 29, 2015:	\$237,970.12

## DEPOSITS AND CREDITS

Total deposits 2015/2016 as of September 29, 2015:	\$32.20
Total Interest as of September 29, 2015:	\$2.49

## FEE'S

Total fee's as of September 29, 2015:	\$3.00
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**DMCJA 2015-2016 Budget**

ITEM COMMITTEE	Beginning Balance	Total Costs	Ending Balance
1 Access to Justice Liaison	\$500.00	\$0.00	\$500.00
2 Audit	\$2,000.00	\$0.00	\$2,000.00
3 Bar Association Liaison	\$5,000.00	\$0.00	\$5,000.00
4 Board Meeting Expense	\$30,000.00	\$1,720.68	\$28,279.32
5 Bookkeeping Expense	\$3,000.00	\$975.00	\$2,025.00
6 Bylaws Committee	\$250.00	\$0.00	\$250.00
7 Conference Committee	\$3,500.00	\$0.00	\$3,500.00
Conference Incidental Fees For Members			
8 Spring Conference 2016	\$40,000.00	\$0.00	\$40,000.00
9 Diversity Committee	\$2,000.00	\$0.00	\$2,000.00
10 DMCJA/SCJA Sentencing Alternatives	\$2,500.00	\$19.20	\$2,480.80
11 DMCMA Liaison	\$500.00	\$0.00	\$500.00
12 DOL Liaison Committee	\$500.00	\$0.00	\$500.00
13 Education Committee	\$9,000.00	\$1,256.95	\$7,743.05
14 Educational Grants	\$5,000.00	\$1,388.93	\$3,611.07
15 Education-PJ Conference	\$12,000.00	\$0.00	\$12,000.00
16 Education-Security	\$2,000.00	\$0.00	\$2,000.00
17 Judicial Assistance Committee*	\$14,000.00	\$785.38	\$13,214.62
18 Judicial Community Outreach	\$4,000.00	\$1,500.00	\$2,500.00
19 Legislative Committee	\$6,000.00	\$87.40	\$5,912.60
20 Legislative Pro-Tem	\$2,500.00	\$408.09	\$2,091.91
21 Lobbyist Contract	\$55,000.00	\$6,000.00	\$49,000.00
22 Lobbyist Expenses	\$1,000.00	\$68.00	\$932.00
23 Long-Range Planning Committee	\$1,500.00	\$0.00	\$1,500.00
24 MCA Liaison	\$1,500.00	\$360.25	\$1,139.75
25 National Leadership Grants	\$5,000.00	\$0.00	\$5,000.00
26 Nominating Committee	\$400.00	\$0.00	\$400.00
27 President Expense	\$7,500.00	\$0.00	\$7,500.00
28 Professional Services	\$15,000.00	\$860.00	\$14,140.00
29 Reserves Committee	\$250.00	\$0.00	\$250.00
30 Rules Committee	\$500.00	\$0.00	\$500.00
31 Salary and Benefits Committee	\$2,500.00	\$0.00	\$2,500.00
32 SCJA Board Liaison	\$1,000.00	\$0.00	\$1,000.00
33 Technology/CMS Committee	\$7,500.00	\$0.00	\$7,500.00
34 Therapeutic Courts	\$3,500.00	\$0.00	\$3,500.00
35 Treasurer Expense and Bonds	\$1,000.00	\$0.00	\$1,000.00
36 Trial Court Advocacy Board	\$5,000.00	\$0.00	\$5,000.00
37 Uniform Infraction Committee	\$1,000.00	\$0.00	\$1,000.00
<b>TOTAL</b>	<b>\$253,400.00</b>	<b>\$15,429.88</b>	<b>\$237,970.12</b>
<b>TOTAL DEPOSITS MADE</b>	<b>\$0.00</b>		
<b>CREDIT CARD (balance owing)</b>	<b>\$0.00</b>		

\*includes \$7,000 from the SCJA

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**SUMMARY OF REPORTS**

**WASHINGTON STATE  
DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION**

For the Period Ending August 31, 2015

Please find attached the following reports for you to review:

- Accountant's Compilation Report
- Statement of Financial Position
- Monthly Statement of Activities
- Bank Reconciliation Reports
- Transaction Detail Report (year-to-date)

Please contact me if you have any questions in regards to the attached.

**PLEASE BE SURE TO KEEP FOR YOUR RECORDS**



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ACCOUNTANTS' COMPILATION REPORT

Board of Directors  
WASHINGTON STATE DISTRICT AND  
MUNICIPAL COURT JUDGES' ASSOCIATION  
(an exempt organization)  
Olympia, Washington

We have compiled the accompanying Statement of Financial Position - Income Tax Basis, of the Washington State District and Municipal Court Judges Association (an exempt organization) as of August 31, 2015 and the related Statements of Activities - Income Tax Basis, for the two months then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the income tax basis of accounting.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the income tax basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The Objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

The supplementary information contained in the reconciliation detail and the transaction detail by account is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the income tax basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Association's net assets, revenues, and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to the Washington State District and Municipal Court Judges Association.

September 22, 2015  
Renton, Washington

Washington State DMCJA  
Statement of Financial Position - Income Tax Basis  
As of August 31, 2015

	<u>August 31, 2015</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Bank of America - Checking	15,189
Bank of America - Savings	56,044
US Bank - Savings	100,594
WA Federal - Special Funds	<u>47,591</u>
Total Checking/Savings	219,418
Fixed Assets	
Computer Equipment	579
Accumulated Depreciation	<u>(367)</u>
Total Fixed Assets	212
Other Assets	
Prepaid Expenses	<u>26,508</u>
Total Other Assets	<u>26,508</u>
<b>TOTAL ASSETS</b>	<u><u>246,138</u></u>
<b>LIABILITIES &amp; NET ASSETS</b>	
Liabilities	
Credit Card Payable	<u>-</u>
Total Liabilities	-
Net Assets	
Unrestricted Net Assets	305,296
Excess Expenses Over Revenue	<u>(59,158)</u>
Total Net Assets	<u>246,138</u>
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<u><u>246,138</u></u>

See Accountants' Compilation Report

Washington State DMCJA  
Statement of Activities - Income Tax Basis  
For the Two Months Ending August 31, 2015

	<u>Jul 15</u>	<u>Aug 15</u>	<u>TOTAL</u>
<b>Revenue</b>			
Interest Income	15	14	29
<b>Total Revenue</b>	<u>15</u>	<u>14</u>	<u>29</u>
<b>Expense</b>			
4 - Board Meeting Expense	357	300	658
7 - Conference Committee	-	203	203
8 - Spring Conference	38,430	-	38,430
12 - DOL Liaison Committee	-	18	18
13 - Education Committee	1,087	1,094	2,181
14 - Educational Grants	-	389	389
17 - Judicial Assistance Committee	-	1,915	1,915
18 - Judicial Community Outreach	-	1,500	1,500
19 - Legislative Committee	-	133	133
20 - Legislative Pro-Tem	-	408	408
21 - Lobbyist Contract	2,583	6,583	9,167
22 - Lobbyist Expenses	-	68	68
24 - MCA Liaison	-	360	360
26 - Nominating Committee	-	5	5
27 - President Expense	578	-	578
30 - Rules Committee	-	5	5
34 - Therapeutic Courts	-	150	150
99 - Depreciation Expense	10	10	19
<b>Total Expense</b>	<u>43,045</u>	<u>13,142</u>	<u>56,187</u>
<b>Excess Expenses Over Revenue</b>	<u>(43,030)</u>	<u>(13,128)</u>	<u>(56,158)</u>

See Accountants' Compilation Report

## OTHER INFORMATION

3:35 PM

09/08/15

**Washington State DMCJA  
Reconciliation Detail**  
Bank of America - Checking, Period Ending 08/31/2015

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						8,821.90
<b>Cleared Transactions</b>						
<b>Checks and Payments - 25 items</b>						
Check	8/1/2015		Kevin McCann	X	-389.00	-389.00
Check	8/1/2015		Douglas B. Robinson	X	-360.25	-749.25
Check	8/1/2015		Thurston County Di...	X	-163.19	-912.44
Check	8/3/2015		Melanie Stewart	X	-2,000.00	-2,912.44
Check	8/3/2015		David A. Steiner	X	-188.97	-3,101.41
Check	8/3/2015		Barbara Harper	X	-100.00	-3,201.41
Check	8/12/2015		Richard Kayne	X	-366.90	-3,568.31
Check	8/12/2015		G. Scott Marinella	X	-324.86	-3,893.17
Check	8/12/2015		Kelley Olwell	X	-184.00	-4,077.17
Check	8/12/2015		Michael Finkle	X	-32.20	-4,109.37
Check	8/12/2015		Judy Jasprica	X	-28.75	-4,138.12
Check	8/12/2015		Joseph Burrowes	X	-25.25	-4,164.37
Check	8/12/2015		Kevin McCann	X	-25.30	-4,189.67
Check	8/12/2015		Karen Donohue	X	-23.58	-4,213.25
Check	8/12/2015		Mary C. Logan	X	-19.20	-4,232.45
Check	8/12/2015		Timothy Jenkins	X	-10.35	-4,242.80
Check	8/21/2015		Administrative Offic...	X	-4,934.94	-9,177.74
Check	8/21/2015		Melanie Stewart	X	-2,000.00	-11,177.74
Check	8/21/2015		Joseph Burrowes	X	-1,500.00	-12,677.74
Check	8/21/2015		Mary Lynch	X	-244.90	-12,922.64
Check	8/21/2015		G. Scott Marinella	X	-226.20	-13,148.84
Check	8/21/2015		Barbara Harper	X	-100.00	-13,248.84
Check	8/21/2015		Wade Samuelson	X	-87.40	-13,336.24
Check	8/21/2015		David A. Svaren	X	-87.40	-13,423.64
Check	8/21/2015		Melanie Stewart	X	-68.00	-13,491.64
Check	8/21/2015		Samuel G. Meyer	X	-57.50	-13,549.14
<b>Total Checks and Payments</b>					<b>-13,549.14</b>	<b>-13,549.14</b>
<b>Deposits and Credits - 1 item</b>						
Transfer	8/21/2015			X	20,000.00	20,000.00
<b>Total Deposits and Credits</b>					<b>20,000.00</b>	<b>20,000.00</b>
<b>Total Cleared Transactions</b>					<b>6,450.86</b>	<b>6,450.86</b>
<b>Cleared Balance</b>					<b>6,450.86</b>	<b>15,272.76</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	2/11/2014	7276	Douglas Goelz		-84.00	-84.00
<b>Total Checks and Payments</b>					<b>-84.00</b>	<b>-84.00</b>
<b>Total Uncleared Transactions</b>					<b>-84.00</b>	<b>-84.00</b>
<b>Register Balance as of 08/31/2015</b>					<b>6,366.86</b>	<b>15,188.76</b>
<b>Ending Balance</b>					<b>6,366.86</b>	<b>15,188.76</b>

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09/15/15

**Washington State DMCJA**  
**Reconciliation Detail**  
Bank of America - Savings, Period Ending 08/31/2015

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						76,043.07
<b>Cleared Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Transfer	8/21/2015			X	-20,000.00	-20,000.00
Total Checks and Payments					-20,000.00	-20,000.00
<b>Deposits and Credits - 1 item</b>						
Deposit	8/31/2015			X	1.17	1.17
Total Deposits and Credits					1.17	1.17
Total Cleared Transactions					-19,998.83	-19,998.83
Cleared Balance					-19,998.83	56,044.24
Register Balance as of 08/31/2015					-19,998.83	56,044.24
Ending Balance					<u>-19,998.83</u>	<u>56,044.24</u>

9:36 AM

09/22/15

Washington State DMCJA  
Reconciliation Detail  
US Bank - Savings, Period Ending 08/31/2015

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						100,585.59
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	8/31/2015			X	8.54	8.54
Total Deposits and Credits					8.54	8.54
Total Cleared Transactions					8.54	8.54
Cleared Balance					8.54	100,594.13
Register Balance as of 08/31/2015					8.54	100,594.13
Ending Balance					8.54	100,594.13

9:39 AM

09/22/15

**Washington State DMCJA**  
**Reconciliation Detail**  
Washington Federal, Period Ending 08/31/2015

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						47,586.84
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	8/31/2015			X	4.04	4.04
Total Deposits and Credits					4.04	4.04
Total Cleared Transactions					4.04	4.04
Cleared Balance					4.04	47,590.88
Register Balance as of 08/31/2015					4.04	47,590.88
Ending Balance					4.04	47,590.88

Washington State DMCJA  
Transaction Detail by Account  
July through August 2015

Type	Date	Num	Name	Memo	Amount	Balance
<b>Bank of America - Checking</b>						
Transfer	7/2/2015			Funds Transfer	45,000.00	45,000.00
Check	7/8/2015		Renee Belodis-Cox		-1,000.00	44,000.00
Check	7/8/2015		Rebecca Robertson		-300.00	43,700.00
Check	7/8/2015		Veronica Alicea-Gelvan		278.20	43,421.80
Check	7/8/2015		Judy Jasprica		-189.29	43,232.51
Check	7/8/2015		Michael J. Lambo		-188.05	43,044.46
Check	7/13/2015	5448	Judicial Conf, Registrar		-38,430.00	4,614.46
Check	7/23/2015		Michael Finkle		-86.50	4,527.96
Check	8/1/2015		Kevin McCann		-389.00	4,138.96
Check	8/1/2015		Thurston County District Court		-163.10	3,975.86
Check	8/1/2015		Douglas B. Robinson		-360.25	3,615.61
Check	8/3/2015		David A. Steiner		-188.97	3,426.64
Check	8/3/2015		Barbara Harper		-100.00	3,326.64
Check	8/3/2015		Melanie Stewart		-2,000.00	1,326.64
Check	8/12/2015		Mary C. Logan		-19.20	1,307.44
Check	8/12/2015		Karen Donohue		-23.58	1,283.86
Check	8/12/2015		G. Scott Marinella		-324.86	958.99
Check	8/12/2015		Richard Kayne		-366.90	592.09
Check	8/12/2015		Michael Finkle		-32.20	559.89
Check	8/12/2015		Kelley Howell		-184.00	375.89
Check	8/12/2015		Kevin McCann		-25.30	350.59
Check	8/12/2015		Timothy Jenkins		-10.35	340.24
Check	8/12/2015		Judy Jasprica		-28.75	311.49
Check	8/12/2015		Joseph Burrows		-26.25	285.24
Check	8/21/2015		David A. Svaran		-87.40	197.84
Check	8/21/2015		G. Scott Marinella		-225.20	-27.36
Check	8/21/2015		Samuel G. Meyer		-57.50	-84.86
Check	8/21/2015		Administrative Office of the Courts		-4,934.94	-5,000.00
Check	8/21/2015		Barbara Harper		-100.00	-5,100.00
Check	8/21/2015		Joseph Burrows		-1,500.00	-6,600.00
Check	8/21/2015		Wade Samuelson		-87.40	-6,687.40
Check	8/21/2015		Mary Lynch		-244.90	-6,932.30
Check	8/21/2015		Melanie Stewart		-2,000.00	-8,932.30
Check	8/21/2015		Melanie Stewart		66.00	-8,866.30
Transfer	8/21/2015			Funds Transfer	20,000.00	10,998.82
<b>Total Bank of America - Checking</b>					<b>10,998.82</b>	<b>10,998.82</b>
<b>Bank of America - Savings</b>						
Transfer	7/2/2015			Funds Transfer	-45,000.00	-45,000.00
Deposit	7/31/2015			Deposit	1.32	-44,998.68
Transfer	8/21/2015			Funds Transfer	-20,000.00	-64,998.68
Deposit	8/31/2015			Deposit	1.17	-64,997.51
<b>Total Bank of America - Savings</b>					<b>-64,997.51</b>	<b>-64,997.51</b>
<b>US Bank - Savings</b>						
Deposit	7/31/2015			Deposit	10.08	10.08
Deposit	8/31/2015			Deposit	8.54	18.62
<b>Total US Bank - Savings</b>					<b>18.62</b>	<b>18.62</b>
<b>Washington Federal</b>						
Deposit	7/31/2015			Deposit	4.04	4.04
Deposit	8/31/2015			Deposit	4.04	8.08
<b>Total Washington Federal</b>					<b>8.08</b>	<b>8.08</b>
<b>Accumulated Depreciation</b>						
General	7/31/2015				-9.66	-9.66
General	8/31/2015				-6.66	-16.32
<b>Total Accumulated Depreciation</b>					<b>-16.32</b>	<b>-16.32</b>
<b>Prepaid Expenses</b>						
General	7/31/2015			1/12 of Contract	-2,583.33	-2,583.33
General	8/31/2015			1/12 of Contract	-2,583.33	-5,166.66
<b>Total Prepaid Expenses</b>					<b>-5,166.66</b>	<b>-5,166.66</b>
<b>Unrestricted Net Assets</b>						
General	7/1/2015				41,298.13	41,298.13
<b>Total Unrestricted Net Assets</b>					<b>41,298.13</b>	<b>41,298.13</b>
<b>Unrestricted Earnings</b>						
General	7/1/2015				-41,298.13	-41,298.13
<b>Total Unrestricted Earnings</b>					<b>-41,298.13</b>	<b>-41,298.13</b>
<b>Interest Income</b>						
Deposit	7/31/2015			Deposit	-1.32	-1.32
Deposit	7/31/2015			Deposit	-10.08	-11.40
Deposit	7/31/2015			Deposit	-4.04	-15.44
Deposit	8/31/2015			Deposit	-1.17	-16.61
Deposit	8/31/2015			Deposit	-4.04	-20.65
Deposit	8/31/2015			Deposit	-8.54	-29.19
<b>Total Interest Income</b>					<b>-29.19</b>	<b>-29.19</b>

See Accountants' Compilation Report

**Washington State DMCJA**  
**Transaction Detail by Account**  
 July through August 2015

Type	Date	NUM	Name	Memo	Amount	Bank Balance
<b>4 - Board Meeting Expense</b>						
Check	7/9/2015		Judy Jasprica		189.29	189.29
Check	7/9/2015		Michael J. Lembo		168.05	357.34
Check	8/3/2015		David A. Steiner		189.97	546.31
Check	8/21/2015		David A. Svaren		87.40	633.71
Check	8/21/2015		G. Scott Marinella		226.20	859.91
Check	8/21/2015		Samuel G. Meyer		57.50	917.41
Check	8/21/2015		Administrative Office of the Courts		2,650.04	3,567.25
Check	8/21/2015		Administrative Office of the Courts	Board Retreat	89.48	3,657.73
Total 4 - Board Meeting Expense					3,657.73	3,657.73
<b>7 - Conference Committee</b>						
Check	8/21/2015		Administrative Office of the Courts	Conference Planning	203.29	203.29
Total 7 - Conference Committee					203.29	203.29
<b>8 - Spring Conference</b>						
Check	7/13/2015	5448	Judicial Conf Registrar		36,430.00	36,430.00
Total 8 - Spring Conference					36,430.00	36,430.00
<b>12 - DOL Liaison Committee</b>						
Check	8/21/2015		Administrative Office of the Courts		17.93	17.93
Total 12 - DOL Liaison Committee					17.93	17.93
<b>13 - Education Committee</b>						
Check	7/8/2015		Renee Balodis-Cox		1,000.00	1,000.00
Check	7/23/2015		Michael Finkle		86.50	1,086.50
Check	8/12/2015		Mary C. Logan		19.20	1,105.70
Check	8/12/2015		Karen Conohue		23.58	1,129.28
Check	8/12/2015		G. Scott Marinella		324.86	1,454.14
Check	8/12/2015		Richard Kayne		366.90	1,821.04
Check	8/12/2015		Michael Finkle		32.20	1,853.24
Check	8/12/2015		Kellay Olwell		184.00	2,037.24
Check	8/12/2015		Kevin McCann		25.30	2,062.54
Check	8/12/2015		Timothy Jenkins		10.35	2,072.89
Check	8/12/2015		Judy Jasprica		28.75	2,101.64
Check	8/12/2015		Joseph Burrows		26.25	2,127.89
Check	8/21/2015		Administrative Office of the Courts		52.74	2,180.63
Total 13 - Education Committee					2,180.63	2,180.63
<b>14 - Educational Grants</b>						
Check	8/1/2015		Kevin McCann		389.00	389.00
Total 14 - Educational Grants					389.00	389.00
<b>17 - Judicial Assistance Commit</b>						
Check	8/3/2015		Barbara Harper		100.00	100.00
Check	8/21/2015		Barbara Harper		100.00	200.00
Check	8/21/2015		Administrative Office of the Courts	2014-2015 Budget	1,129.79	1,329.79
Check	8/21/2015		Administrative Office of the Courts	2015-2016 Budget	585.38	1,915.17
Total 17 - Judicial Assistance Commit					1,915.17	1,915.17
<b>16 - Judicial Community Outreach</b>						
Check	8/21/2015		Joseph Burrows		1,500.00	1,500.00
Total 16 - Judicial Community Outreach					1,500.00	1,500.00
<b>19 - Legislative Committee</b>						
Check	8/21/2015		Wade Samuelson		87.40	87.40
Check	8/21/2015		Administrative Office of the Courts		45.45	132.85
Total 19 - Legislative Committee					132.85	132.85
<b>20 - Legislative Pro-Tem</b>						
Check	8/1/2015		Thurston County District Court		163.19	163.19
Check	8/21/2015		Mary Lynch		244.60	408.09
Total 20 - Legislative Pro-Tem					408.09	408.09
<b>21 - Lobbyist Contract</b>						
General	7/31/2015			1/12 of Contract	2,583.33	2,583.33
Check	8/3/2015		Melanie Stewart		2,000.00	4,583.33
Check	8/21/2015		Melanie Stewart		2,000.00	6,583.33
General	8/31/2015			1/12 of Contract	2,583.33	9,166.66
Total 21 - Lobbyist Contract					9,166.66	9,166.66
<b>22 - Lobbyist Expenses</b>						
Check	8/21/2015		Melanie Stewart		68.00	68.00
Total 22 - Lobbyist Expenses					68.00	68.00
<b>24 - MCA Liaison</b>						
Check	8/1/2015		Douglas B. Robinson		360.25	360.25
Total 24 - MCA Liaison					360.25	360.25
<b>26 - Nominating Committee</b>						
Check	8/21/2015		Administrative Office of the Courts		4.92	4.92
Total 26 - Nominating Committee					4.92	4.92
<b>27 - President Expense</b>						
Check	7/8/2015		Rebecca Robertson		300.00	300.00
Check	7/8/2015		Veronica Alicea-Galvan		278.20	578.20
Total 27 - President Expense					578.20	578.20

See Accountants' Compilation Report

Washington State DMCJA  
**Transaction Detail by Account**  
 July through August 2015

Type	Date	Num	Name	Memo	Amount	Balance
30 - Rules Committee						
Check	8/21/2015		Administrative Office of the Courts		5.15	5.15
Total 30 - Rules Committee					5.15	5.15
34 - Therapeutic Courts						
Check	8/21/2015		Administrative Office of the Courts		149.97	149.97
Total 34 - Therapeutic Courts					149.97	149.97
59 - Depreciation Expense						
General..	7/31/2015				9.66	9.66
General..	8/31/2015				9.66	19.32
Total 59 - Depreciation Expense					19.32	19.32
TOTAL					0.00	0.00

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www.washingtonfederal.com

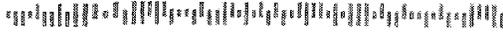
Combined Savings Statement  
PAGE 1 OF 1

Statement Ending Date 08/31/15  
Branch Dayton

For 24-hour telephone banking  
1-877-431-1876

WA STATE DIST & MUNICIPAL COURT JUDGES'  
PO BOX 7  
DAYTON, WA 99328-0007

2251



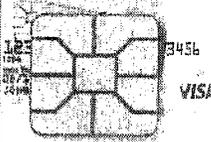
Please direct all inquiries to (509) 382-4771  
306 E. Main Street, Dayton, WA 99328

Annual Percentage Yield Earned: 00.10%

Bus. Money Market: XXXXXXXXXX  
WA State Dist & Municipal Court  
Judges' Assoc

Date	Description	Amount	Balance
08/01	Beginning Balance		\$47,586.84
08/31	Interest	+4.04	47,590.88
08/31	Ending Balance		\$47,590.88

Coming Soon:  
EMV debit cards!



Beginning in September, we will be sending all debit card holders new cards that contain an EMV chip. EMV chips keep card numbers encrypted throughout transactions, so they're more secure and help reduce fraud.

Please note: when you use your card at a chip-reading ATM or terminal, your card will be returned to you only after your transaction is complete.



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509-382-4771



P.O. Box 1800  
Saint Paul, Minnesota 55101-0800

3452 TRN

Y ST01

**Business Statement**

Account Number: [REDACTED]

Statement Period:

Aug 3, 2015  
through  
Aug 31, 2015

Page 1 of 2

000123487 1 AV 0.391 106481174771785 P  
THE WASHINGTON STATE DISTRICT AND  
MUNICIPAL COURT JUDGES ASSOCIATION  
PO BOX 7  
DAYTON WA 99328-0007



To Contact U.S. Bank

24-Hour Business Solutions: 1-800-673-3555

Telecommunications Device for the Deaf: 1-800-685-5065

Internet: [usbank.com](http://usbank.com)

**INFORMATION YOU SHOULD KNOW**

Effective 6/15/2015, updates were made to "Your Deposit Account Agreement" booklet and the "Consumer Pricing Information" booklet. Please review the revised booklets on the last page of this statement carefully. Most of the changes are technical in nature, but may affect your rights. You may pick up copies at your local branch, view copies at [usbank.com](http://usbank.com), or call 1-800-USBANKS (1-800-872-2657) for a copy. Please see the Additional Information Section of this statement message for the main updates that were made to "Your Deposit Account Agreement" booklet and the "Consumer Pricing Information" booklet.

**PLATINUM BUSINESS MONEY MARKET**

Member FDIC

U.S. Bank National Association

Account Number [REDACTED]

**Account Summary**

	# Items				
Beginning Balance on Aug 3		\$	100,585.59	Annual Percentage Yield Earned	0.10%
Other Deposits	1		8.54	Interest Earned this Period	\$ 8.54
Ending Balance on Aug 31, 2015		\$	100,594.13	Interest Paid this Year	\$ 86.92
				Number of Days in Statement Period	31

**Other Deposits**

Date	Description of Transaction	Ref Number	Amount
Aug 31	Interest Paid	3100007150	\$ 8.54
Total Other Deposits			\$ 8.54

**ADDITIONAL INFORMATION**

Effective 6/15/2015, the main updates to note in the revised "Your Deposit Account Agreement" booklet sections, and sub sections, include:

Throughout the agreement the use of all references to "check card" are now referenced as "debit card".

**NIGHT DEPOSITORY (1) Use of Containers:** Added language to clarify process.

**OVERDRAFT PROTECTION PLANS Small Business Overdraft Protection:** Added language to clarify linking small business accounts for overdraft protection.

**FUNDS TRANSFERS:** Added language regarding outgoing wire transfers.

**INCREASED COSTS TO MAINTAIN YOUR ACCOUNT:** New section added regarding if an account becomes subject to receivership, court order or bankruptcy.

**FUNDS AVAILABILITY: YOUR ABILITY TO WITHDRAW FUNDS - ALL ACCOUNTS:** Added language that the funds availability policy does not apply to deposits made remotely through a mobile or other electronic device.

**ELECTRONIC BANKING AGREEMENT FOR CONSUMER CUSTOMERS:** Added language throughout this section specific to prepaid cards.

**USING YOUR CARD FOR INTERNATIONAL TRANSACTIONS:** Added language that we may block transactions in certain foreign countries, and a telephone number to call if need for more information.

**ELECTRONIC BANKING AGREEMENT FOR BUSINESS CUSTOMERS:**

- LIMITS ON TRANSFERS:** Added language for more clarity.
- SECURITY:** Changed standard transaction limits.
- TRANSACTION:** Section retitled as DEBIT CARD TRANSACTION and added clarification regarding types of merchant transactions



THE WASHINGTON STATE DISTRICT AND  
MUNICIPAL COURT JUDGES ASSOCIATION  
PO BOX 7  
DAYTON WA 99328-0007

**Business Statement**

Account Number:  
[REDACTED]

Statement Period:  
Aug 3, 2015  
through  
Aug 31, 2015

Page 2 of 2



**ADDITIONAL INFORMATION**

**(CONTINUED)**

- **USING YOUR CARD FOR INTERNATIONAL TRANSACTIONS:** Added language that we may block transactions in certain foreign countries, and a telephone number to call if need for more information
- **UNAUTHORIZED TRANSACTIONS AND LOST STOLEN:** Added detailed language regarding reporting loss or theft on business debit cards

**U.S. BANK CONSUMER RESERVE LINE AGREEMENT:** Deleted reference to payment protection / payment protection fees.

**CREDIT BUREAU DISPUTES:** Address change for reporting disputes.

**U.S. BANK BUSINESS RESERVE LINE AGREEMENT:**

- Added new section **BUSINESS PURPOSE**, and renumbers existing sections.
- **DEFAULT:** Added additional language for clarity.
- Deleted references to payment protection and payment protection fees.

Effective 6/15/2015, the main updates to note in the revised "Consumer Pricing Information" booklet sections, and sub sections, include: Consumer Pricing Information brochure updates include the following:

"Throughout the agreement the use of all references to "check card" will now be referenced as "debit card".

**OTHER SERVICE FEES:** Removal of Travelers Checks

**WIRE TRANSFER:** Enhanced footnote for more clarity

**FOREIGN CHECK/CURRENCY FEES:**

- Enhanced footnote for more clarity
- Decreased fees for Next Day Delivery and Next Day Priority Delivery.

You may pick up copies at your local branch, view the updated Consumer Pricing Information Brochure at [usbank.com](http://usbank.com), or call 1-800-USBANKS (1-800-872-2657) for a copy.





P.O. Box 1800  
Saint Paul, Minnesota 55101-0800

3452 TRN

Y ST01

## Business Statement

Account Number:

Statement Period:

Sep 1, 2015  
through  
Sep 30, 2015

Page 1 of 1



000126128 1 AV 0.391 106481213747380 P  
THE WASHINGTON STATE DISTRICT AND  
MUNICIPAL COURT JUDGES ASSOCIATION  
PO BOX 7  
DAYTON WA 99328-0007



To Contact U.S. Bank

24-Hour Business

Solutions:

1-800-673-3555

Telecommunications Device

for the Deaf:

1-800-685-5065

Internet:

usbank.com

### INFORMATION YOU SHOULD KNOW

Effective November 23rd 2015 updates will be made to "Your Deposit Account Agreement" booklet and the "Consumer Pricing Information" booklet. The changes are slight, but may affect your rights. As of November 23rd 2015 you may pick up copies at your local branch, view copies at usbank.com, or call 1-800-USBANKS (1-800-872-2657) for a copy. Please see the Additional Information Section of this statement message for the main updates that were made to "Your Deposit Account Agreement" booklet and the "Consumer Pricing Information" booklet.

### PLATINUM BUSINESS MONEY MARKET

Member FDIC

U.S. Bank National Association

Account Number

#### Account Summary

	# Items				
Beginning Balance on Sep 1		\$	100,594.13	Annual Percentage Yield Earned	0.09%
Other Deposits	1		8.26	Interest Earned this Period	\$ 8.26
Ending Balance on Sep 30, 2015		\$	100,602.39	Interest Paid this Year	\$ 95.18
				Number of Days in Statement Period	30

#### Other Deposits

Date	Description of Transaction	Ref Number	Amount
Sep 30	Interest Paid	3000003898	\$ 8.26
Total Other Deposits			\$ 8.26

### ADDITIONAL INFORMATION

Effective November 23rd 2015 the main updates to note in the revised "Your Deposit Account Agreement" booklet sections, and sub sections, include:

- TDD number
- Fraud URL correction

Effective November 23rd 2015, the main updates to note in the revised "Consumer Pricing Information" booklet sections, and sub sections, include:

- Foreign Check/Currency Fees, Checks Deposited in U.S. Dollars on Foreign Banks: "Checks on Select Countries/Banks" fee of \$50 no longer applies
- Additional clarity on disclosures to Statement fees

As of November 23rd 2015 you may pick up copies at your local branch, view the updated Consumer Pricing Information Brochure at usbank.com, or call 1-800-USBANKS (1-800-872-2657) for a copy.

[Illegible text]

[Illegible text]

information requirements that courts not on the statewide systems must provide and need universal information sharing throughout all courts.

M/S/P to request that JISC make ITG 102 DMCJA's number one priority and withdraw ITG 027 Seattle data exchange. Unanimous vote.

#### Legislative Committee

Judge Meyer reviewed the Positions Taken report and updates on bills of interest to DMCJA. Also the Executive Board approved \$1,000 for the DMCJA's lobbyist for work done on the Retirement bill.

M/S/P to allow up to \$5,000 as needed for any further payments to the DMCJA's lobbyist for work done on the Retirement bill. Unanimous vote.

#### Nominating Committee

Judge Derr reported that the committee has only one more position that it is looking for a candidate for and hope to have that soon. The recommendations from the committee will be up for action at the March Board meeting to be sent to the membership at the Spring Conference.

#### System Improvement Committee

Judge Allen reported that this committee is submitting its report of recommendations to the Board and Candice Bock, Association of Washington Cities (AWC) and Brian Enslow, Washington State Association of Counties (WSAC), did not participate in the recommendations. The recommendations of this committee will be discussed at the Board Retreat and up for action at the April 26, 2014, Board meeting following the Board Retreat.

#### **JIS Status Update**

Ms. Cullinane reported that work continues on a new way to log in to JABS and it will require 2 pieces of information, RACF ID and password. For judges with multiple courts, they will be able to log in once and then choose from a list of the courts they are involved with. Ms. Cullinane handed out a one page flyer that can be used when talking to legislators about why money should not be taken from the JIS fund.

#### Discussion

A. *CLJ CMS Summit Meeting— Judge Svaren*

Information on this meeting was given during the Technology Committee report and discussion.

B. *Trail Court Advocacy Board – Judge Svaren*

Judge Svaren reported that this Board will meeting after BJA meetings since most of the members will already be at the BJA meetings. The draft charter was reviewed. There was discussion that this Board should not have committees under it as its main focus is advocacy and it is not the intent for this Board to displace either Judges' associations or BJA. Ms. Vance said DMCMA will be sending a letter to request that it be members of TCAB. There was discussion that is should be set out that DMCJA or SCJA may not necessarily support same topic/issues but are still able to pursue that topic/issue independently. There should be a coordination with BJA on funding and on



## Harvey, Sharon

---

**Subject:** FW: \$2500 payment to SCJA - late February 2015

**From:** Harvey, Sharon  
**Sent:** Tuesday, September 22, 2015 1:51 PM  
**To:** Steiner, David  
**Subject:** FW: \$2500 payment to SCJA - late February 2015

Hi Judge Steiner,

Yesterday afternoon I spoke with DMCJA Lobbyist, Melanie Stewart, who has recently returned from Paris. She confirmed that she performed all services regarding judicial retirement/pension funds for the DMCJA. She was not aware of any agreement to contribute funds to the SCJA for services rendered regarding judicial retirement/pension funds. Ms. Stewart has submitted an invoice for \$2500 and a check has been sent to her for her services. I wanted to follow-up with you on this issue, which is on the agenda for October 9<sup>th</sup>. Please let me know if you have any questions. Thanks Judge Steiner and wishing that all is well in Bellevue.

*Sharon R. Harvey*  
Court Association Coordinator  
Office of Trial Court Services and Judicial Education  
Administrative Office of the Courts  
PO Box 41170  
Olympia, WA 98504-1170  
(360) 705-5282  
[Sharon.Harvey@courts.wa.gov](mailto:Sharon.Harvey@courts.wa.gov)

**From:** Harvey, Sharon  
**Sent:** Wednesday, September 16, 2015 10:30 AM  
**To:** 'scott'; 'Shannon McMillen'  
**Cc:** 'Joseph Burrowes'; 'Steiner, David'; Skreen, Janet; Hahn, Sondra; 'Scott Ahlf'  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

Good morning Judge Marinella,

Thank you for your message. I have poured over the DMCJA Board Meeting Minutes from September 22, 2013 to August 14, 2015. An excerpt from the January 9, 2015 Meeting Minutes, which is stated below, may provide some clarity:

SCJA – Judge Clark III reported that the Superior Court Judges Association (SCJA) met on Saturday, January 3, 2015 and discussed a pension bill that will change the benefit plan to a contribution plan with elected state officials. The SCJA will have no on-going special assessment fund and spoke on strategies regarding key issues relating to the Association. Judge Meyer informed that the Board voted to provide five thousand dollars (\$ 5000) to DMCJA Lobbyist, Melanie Stewart, for lobbying on the issue of pension funds. Judge Clark III reported that the SCJA has also contributed \$5,000 to this effort. SCJA Lobbyist, Tom Parker, will take the lead on pension funds, which is a big issue for the SCJA.

See attached DMCJA Board of Governors Meeting Minutes, January 9, 2015, Liaison Reports, SCJA, page 3. I have found no written record that the DMCJA has agreed to pay the SCJA \$2500 for lobbying services regarding pension funds. For your reference, the following is a hyperlink of all DMCJA Board Meeting Minutes, which are located on the DMCJA website: <http://www.courts.wa.gov/?fa=home.sub&org=dmcja&page=bogmeetings&parent=bog> Please let me know if you have any questions and/or concerns. Thanks Judge Marinella and have a wonderful day.

Sharon R. Harvey  
Court Association Coordinator  
Office of Trial Court Services and Judicial Education  
Administrative Office of the Courts  
PO Box 41170  
Olympia, WA 98504-1170  
(360) 705-5282  
[Sharon.Harvey@courts.wa.gov](mailto:Sharon.Harvey@courts.wa.gov)

**From:** scott [redacted]  
**Sent:** Tuesday, September 15, 2015 3:56 PM  
**To:** Harvey, Sharon; Hahn, Sondra; 'Scott Ahlf'  
**Cc:** 'Joseph Burrowes'; 'Steiner, David'; Skreen, Janet; Hahn, Sondra  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

Please look as I want to be sure I didn't over look something. My recollection is that we were going to use our respective lobbyists for this work....kind of 1,2 approach. Scott

---

**From:** Harvey, Sharon [redacted]  
**Sent:** Tuesday, September 15, 2015 3:15 PM  
**To:** scott; Hahn, Sondra; 'Scott Ahlf'  
**Cc:** 'Joseph Burrowes'; Steiner, David; Skreen, Janet; Hahn, Sondra  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

Good afternoon Everyone,

Thank you for your messages. Pardon the delay, I have been in meetings all day and have just received these messages. The DMCJA has been billed for and has paid its lobbyist, Melanie Stewart, Esq., for lobbying services rendered regarding judicial pension funds. Regarding monies owed in the same amount to the SCJA for such services, neither Janet Skreen, SCJA staff person, nor I, DMCJA staff, has found any written record relating to a DMCJA agreement to pay \$2500 to the SCJA for lobbying services. We will continue to search documents. I will also confirm with Ms. Stewart when she returns from Paris. Please let me know if you have any questions and/or concerns. Thanks so much.

Sincerely,

Sharon R. Harvey  
Court Association Coordinator  
Office of Trial Court Services and Judicial Education  
Administrative Office of the Courts  
PO Box 41170  
Olympia, WA 98504-1170  
(360) 705-5282  
[Sharon.Harvey@courts.wa.gov](mailto:Sharon.Harvey@courts.wa.gov)

**From:** scott [r...]  
**Sent:** Tuesday, September 15, 2015 2:02 PM  
**To:** Hahn, Sondra; 'Scott Ahlf'  
**Cc:** 'Joseph Burrowes'; Harvey, Sharon  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

Sondra: I will need to do some research on this issue. I know I just paid DMCJA's lobbyist \$2,500 for pension/salary. I will have to determine if this was in for the 2014 budget year or this year. I will get back with you. Shannon, can you provide me with any information in this regard? Scott

---

**From:** Hahn, Sondra [r...]  
**Sent:** Tuesday, September 15, 2015 1:20 PM  
**To:** 'Scott Ahlf'  
**Cc:** g... DMCJA Treasurer  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

Thanks for your speedy confirmation Judge Ahlf.

I look forward to hearing from Judge Marinella to see if there is a record of the Special Fund issuing the \$2,500 check in support of the retirement lobbying project. If there is no record of issuing the payment, the current Special Fund Custodian (Judge Ahlf?) should issue the check as follows:

*Payable to SCJA*  
Attn: Judge Marilyn Haan  
SCJA Treasurer  
Cowlitz County Superior Court  
312 SW 1st Ave, Fl 2  
Kelso, WA 98626-1739

*Memo line should state: Judges' retirement lobbying*

Thank you,

*Sondra Hahn  
Administrative Office of the Courts  
PO Box 41170  
Olympia WA 98504-1170  
360-705-5276  
360-956-5700 FAX*

**From:** Scott Ahlf [m...]  
**Sent:** Tuesday, September 15, 2015 1:09 PM  
**To:** Hahn, Sondra; DMCJA Treasurer  
**Cc:**  
**Subject:** RE: \$2500 payment to SCJA - late February 2015

That is correct Sondra. The check issued from DMCJA to SCJA was for the Sentencing & Supervision Workgroup. As the DMCJA treasurer, I had no authority to issue a check for salary lobbying activities. Those funds would need have been paid from the special fund, managed by the Vice President of the association.

Thank you,

# **SCOTT K. AHLF**

Olympia Municipal Court Judge

September 2, 2015

**From:** Hahn, Sondra [mailto:sondra.hahn@courts.wa.gov]  
**Sent:** Tuesday, September 15, 2015 12:47 PM  
**To:** DMCJA Treasurer  
**Cc:** 'Ahlf, Scott'; Scott Ahlf  
**Subject:** \$2500 payment to SCJA - late February 2015  
**Importance:** High

Hi Judge Burrowes,

I am working with Judge Haan, SCJA Treasurer, to get caught up on the association line items that are jointly funded by the DMCJA & SCJA. We have one significant question mark looming.

Judge Haan, SCJA Treasurer, is asking that you look back through the DMCJA Treasurer's records from late January/early February and **provide the check number and the date** that a \$2,500 check was issued, and I'm asking that you also **indicate the DMCJA line item** that the \$2,500 payment was applied against. The background for this request follows.

In the January 27 email below, I asked Judge Ahlf to issue a \$2,500 payment to SCJA for the DMCJA/SCJA Sentencing & Supervision Workgroup, AKA Trial Court Sentencing & Supervision Committee, AKA ASRA. A copy of the invoice is attached. Judge Haan *did* receive a \$2,500 payment from the DMCJA; however, around the same time, the DMCJA had agreed to contribute \$2,500 towards judges' retirement lobbying. She applied the \$2,500 payment to the retirement lobbying account & she does not have a record of receiving the \$2,500 Sentencing payment. I think that DMCJA paid \$2,500 towards Sentencing (because the spring financial reports indicate such), but DMCJA may not have issued the \$2,500 judges' retirement lobbying contribution. I believe the DMCJA Special Fund custodian would be tasked with issuing a payment in support of lobbying, and Judge Marinella may not have been prompted to do so.

I copied Judges Ahlf & Marinella on this email given their past & current financial roles with the DMCJA & the Special Fund. Collectively we should be able to accurately piece this together.

Thank you,

Sondra Hahn  
Administrative Office of the Courts  
PO Box 41170  
Olympia WA 98504-1170  
Phone: 360-339-2276

3 - Burrowes

**From:** Hahn, Sondra  
**Sent:** Tuesday, January 27, 2015 2:58 PM  
**To:** DMCJA Treasurer  
**Cc:** 'Haan, Marilyn'; Harvey, Sharon; Skreen, Janet  
**Subject:** Joint DMCJA/SCJA Sentencing & Supervision Workgroup

Hi Judge Ahlf,

Please pay the attached invoice. This relates to a line item that the SCJA has agreed to be responsible for, similar to how DMCJA is the lead on the JASP fund. SCJA should issue a refund to DMCJA in late April/May 2016 at a rate of ½ the remaining balance. I marked my calendar with a reminder in 2016 to make sure we follow-up on this detail.

Thanks,

*Sondra Hahn*  
*Administrative Office of the Courts*  
*PO Box 41170*  
*Olympia WA 98504-1170*



# **PARKS DISCOVER PASS FINE SPLIT**



AN ACT Relating to state parks, recreation, and natural resources fiscal matters; amending RCW 7.84.100; and reenacting and amending RCW 3.62.020.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. **Sec. 1.** RCW 3.62.020 and 2012 c 262 s 1 are each amended to read as follows:

(1) Except as provided in subsection (4) of this section, all costs, fees, fines, forfeitures and penalties assessed and collected in whole or in part by district courts, except costs, fines, forfeitures and penalties assessed and collected, in whole or in part, because of the violation of city ordinances, shall be remitted by the clerk of the district court to the county treasurer at least monthly, together with a financial statement as required by the state auditor, noting the information necessary for crediting of such funds as required by law.

(2) Except as provided in RCW 10.99.080, ~~7.84.100(4)~~, and this section, the county treasurer shall remit thirty-two percent of the noninterest money received under subsection (1) of this section except certain costs to the state treasurer. "Certain costs" as used in this subsection, means those costs awarded to prevailing parties in civil actions under RCW 4.84.010 or 36.18.040, or those costs awarded against convicted defendants in criminal actions under RCW 10.01.160, 10.46.190, or 36.18.040, or other similar statutes if such

costs are specifically designated as costs by the court and are awarded for the specific reimbursement of costs incurred by the state or county in the prosecution of the case, including the fees of defense counsel. With the exception of funds to be transferred to the judicial stabilization trust account under RCW 3.62.060(2), and the money remitted under RCW 7.84.100(4) to the state treasurer to be deposited in the recreation access pass account established under RCW 79A.80.090, money remitted under this subsection to the state treasurer shall be deposited in the state general fund.

(3) The balance of the noninterest money received by the county treasurer under subsection (1) of this section shall be deposited in the county current expense fund. Funds deposited under this subsection that are attributable to the county's portion of a surcharge imposed under RCW 3.62.060(2) must be used to support local trial court and court-related functions.

(4) Except as provided in RCW 7.84.100(4) and this section, all money collected for county parking infractions shall be remitted by the clerk of the district court at least monthly, with the information required under subsection (1) of this section, to the county treasurer for deposit in the county current expense fund.

(5) Penalties, fines, bail forfeitures, fees, and costs may accrue interest at the rate of twelve percent per annum, upon assignment to a collection agency. Interest may accrue only while the case is in collection status.

(6) Interest retained by the court on penalties, fines, bail forfeitures, fees, and costs shall be split twenty-five percent to the state treasurer for deposit in the state general fund, twenty-five percent to the state treasurer for deposit in the judicial information system account as provided in RCW 2.68.020, twenty-five percent to the county current expense fund, and twenty-five percent to the county current expense fund to fund local courts.

NEW SECTION. **Sec. 2.** RCW 7.84.100 and 2012 c 262 s 2 are each amended to read as follows:

(1) A person found to have committed an infraction shall be assessed a monetary penalty. No penalty may exceed five hundred dollars for each offense unless specifically authorized by statute.

(2) The supreme court may prescribe by rule a schedule of monetary penalties for designated infractions. The legislature requests the supreme court to adjust this schedule every two years for inflation. The maximum penalty imposed by the schedule shall be five hundred dollars per infraction and the minimum penalty imposed by the schedule shall be ten dollars per infraction. This schedule may be periodically reviewed by the legislature and is subject to its revision.

(3) Whenever a monetary penalty is imposed by a court under this chapter, it is immediately payable. If the person is unable to pay at that time, the court may, in its discretion, grant an extension of the period in which the penalty may be paid.

(4) The county treasurer shall remit the money received under RCW 79A.80.080(5) ~~to the state treasurer~~ as provided by RCW 3.62.020(2)-(3). Money remitted under this subsection to the state treasurer must be deposited in the recreation access pass account established under RCW 79A.80.090.



# **Bail Bonds regarding the Surrender of a Defendant**

Proposal by Judge James Hurson

This year my suggestion is that we do something to fix the current bail bonds process. It is very antiquated and probably needs a full rewrite to reflect the current world we live in. (Some of the provisions such as stay of execution of forfeiture date back to 1891) Realizing that such a far reaching rewrite might be problematic and fraught with political wrangling with the various interest groups such as the bonding companies I would at least suggest one change to fix what I perceive as a huge hole in the current process. My example is convoluted, but hopefully is coherent enough to follow. I have had this type of scenario happen several times. Here is my example of the current flaw:

Under the current bond process a bonding agent can "surrender" a defendant to either 1) the jail where the bond was posted or 2) the jail for the court that issued the bond. (see Johnson v Kititas County) For example, assume that a district court in Alpha County issues a warrant for Defendant. Assume then that defendant is arrested on the other end of that state in Beta County. Beta County corrections will then confirm that the warrant from Alpha County is valid and extraditable. Once that is confirmed Beta County will hold defendant. Assume further that defendant posts bail in Beta County before they are transported. At that point the defendant is released and Beta County jail would advise Alpha County that defendant was arrested, posted bail, and was released. Alpha County district court will then set the matter for hearing and send notice to the defendant of their hearing date. So far, so good. If, however, the bonding company unilaterally deems itself "insecure" it can then "surrender" the defendant to the Beta County jail. Under Johnson v Kititas County Beta County is required to accept the defendant. Once they accept the defendant, however, Beta County jail has no written authorization to hold the defendant. (The warrant was cleared from the law enforcement database once the defendant was arrested and there is no other written authorization for Beta County to hold the defendant.) At this point many jails will then simply release the defendant and let Alpha County court know that the defendant had been arrested, posted bail, was surrendered and then subsequently was let loose because the jail believes there was no legal authorization to hold the defendant. Now the defendant is again out of custody without bail (and there is no longer a warrant out for their arrest) A warrant won't be issued again until Alpha County court learns of what happened and then can issue another warrant.

It seems to me that a fix is needed that makes it clear that when a defendant is "surrendered" to either Alpha or Beta County jail that the original warrant is still effective and serves as the authorization to hold the defendant for that same amount of bail. I believe that some jails may already treat it like that, but based upon my experience it is clear that not all jails look at it that way and are releasing defendants due to the lack of paperwork that they think they need.

If you have any questions or need some clarification on the issue please let me know.

AN ACT Relating to surrender of person under surety's bond; and amending RCW 10.19.160 and 1986 c 322 s 5.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. **Sec. 1.** RCW 10.19.160 and 1986 c 322 s 5 are each amended to read as follows:

The surety on the bond may return to custody a person in a criminal case under the surety's bond if the surrender is accompanied by a notice of forfeiture or a notarized affidavit specifying the reasons for the surrender. The surrender shall be made to ~~the facility in which the person was originally held in custody or~~ the county or city jail affiliated with the court jurisdiction issuing the warrant resulting in bail. Upon surrender, a person shall be held until the next judicial day or until another bond is posted.



# **JUDGES REVIEWING DATABASES**

Report regarding SHB 1617

Judge Linda Portnoy suggested to the legislative committee that the DMCJA propose amending the new section of RCW 2.28 that was created by SHB 1617.

I agree that this new section created by SHB1617 is onerous and creates a lot of work and cost that in most cases is not necessary or desired by the parties. The new section applies to instances when the court consults JIS or any related data bases to "determine criminal history or the pendency of other proceedings involving the parties". However, the requirement that every single screen that we look at in JIS (or related database) must be printed, redacted and filed will add both time and cost to every proceeding. While it may make sense in some cases to create documents of what was viewed by a judge and preserve them in the file, it should be at the request of one of the parties.

Judge Portnoy's amendment to the statute is reasonable and workable.

I would suggest that we discuss with the SCJA amending the new section of RCW 2.28 created by Chapter 140 section 1, subsection (2) as follows:

In the event that the court consults such a database, the court shall disclose that fact to the parties and shall disclose any particular matters relied upon by the court in rendering the decision. A copy of the document relied upon must be filed, (add) upon the request of a party, as a confidential document....

## Harvey, Sharon

---

**From:** Judge Sam Meyer  
**Sent:** Monday, August 10, 2015 5:23 PM  
**To:** Harvey, Sharon  
**Subject:** FW: EHM legislation

**From:** Linda Portnoy  
**Sent:** Thursday, June 11, 2015 3:04 PM  
**To:** Judge Sam Meyer <  
**Subject:** RE: EHM legislation

Dear Sam. Thank you again for doing such a great job both you and the whole legislative committee. Here is my suggestion for amending the new section of RCW 2.28 created by chapter 140 section 1, subsection (2). [suggested language is highlighted]

"In the event that the court consults such a database, the court shall disclose that fact to the parties and shall disclose any particular matters relied upon by the court in rendering the decision. A copy of the document relied upon must be filed, upon request of a party, as a confidential document, within the court file, with any confidential contact information such as addresses, phone numbers, or other information that might disclose the location or whereabouts of any person redacted from the document or documents.

The reasons for the suggested amendment is as follows:

It is particularly burdensome for a judge to print documents viewed in the courtroom. The judge may have to look at several prior orders entered for a criminal defendant to find out whether, for example, the alleged victim in the present case was ever a protected party. If a judge opens several orders that do not apply, the rule as written requires the judge to screen print each page viewed. These pages are then required to be redacted for any confidential information. This would be done by the judge, court clerk or prosecutor. Then the document must be put into a confidential part of the file. In most courts, this means the document is put into an envelope in the file, marked confidential. Since these documents are "confidential" they will not be accessed by the public. It appears the purpose of retaining them is to demonstrate the judge looked only at these documents and no others. It appears there may be a concern the judge has engaged in "ex parte communication" and would be vulnerable to an ethics complaint. In fact, a judge does not violate ethics rules if the judge clearly discloses documents the judge he or she is accessing in open court and on the record. The record itself is preserving that information! By adding the words "upon request of a party" the judge need only print, redact and retain items a party may be objecting to and requesting the judge not view. In most cases, parties have no objection to a judge reviewing documents through the JIS system, including prior protection orders, criminal history and court dockets. ALL of these items are public records and could be requested by the judge for review anyway. By reviewing records in the courtroom, the judge saves time and extra court hearings. The judge more quickly handles bail releases, that might have waited while a party researched and copied and provided the documents. This statute is not written with the practical realities of the courts and judges in mind. If a party wants the judge to keep a copy of the orders it has reviewed in open court, it can always do so. To put this procedural burden on every judge who issues a protection order is not necessary when judges are already guided by ethics rule that prohibit their "secretly investigating" matters before them!

Thank you for your kind attention. Linda



AN ACT Relating to the courts' consultation of the judicial information system before granting orders; and amending a section added to chapter 2.28 RCW by 2015 c 140 s 1.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

NEW SECTION. **Sec. 1.** RCW 2.28.XXX and 2015 c 140 s 1 are each amended to read as follows:

(1) Before granting an order under any of the following titles of the laws of the state of Washington, the court may consult the judicial information system or any related databases, if available, to determine criminal history or the pendency of other proceedings involving the parties:

(a) Granting any temporary or final order establishing a parenting plan or residential schedule or directing residential placement of a child or restraining or limiting a party's contact with a child under Title 26 RCW;

(b) Granting any order regarding a vulnerable child or adult or alleged incapacitated person irrespective of the title or where contained in the laws of the state of Washington;

(c) Granting letters of guardianship or administration or letters testamentary under Title 11 RCW;

(d) Granting any relief under Title 71 RCW;

(e) Granting any relief in a juvenile proceeding under Title 13 RCW; or

(f) Granting any order of protection, temporary order of protection, or criminal no-contact order under chapter 7.90, 7.92, 9A.46, 10.14, 10.99, 26.50, or 26.52 RCW.

(2) In the event that the court consults such a database, the court shall disclose that fact to the parties and shall disclose any particular matters relied upon by the court in rendering the decision. Upon request of a party, a copy of the document relied upon must be filed, as a confidential document, within the court file, with any confidential contact information such as addresses, phone numbers, or other information that might disclose the location or whereabouts of any person redacted from the document or documents.



WASHINGTON  
COURTS

## DMCJA Rules Committee

Wednesday, August 26, 2015 (12:00 p.m. – 1:00 p.m.)

Via Teleconference

### MEETING MINUTES

#### Members:

Chair, Judge Dacca  
Judge Butterff  
Judge S. Buzzard  
Judge Dane  
Judge Garrow  
Judge Goodwin  
Judge Harmon  
Judge Portney  
Judge Robertson  
Judge Samuelson  
Judge Szambelan  
Judge Williams  
Ms. Patti Kohler, DMCMA Liaison

#### AOC Staff:

Ms. J Benway

Judge Dacca called the meeting to order at 12:05 p.m.

The Committee discussed the following items:

#### 1. Minutes from the June 2015 meeting.

The Committee previously approved the June 2015 meeting minutes by email.

#### 2. Discussion of Rules Related to Court Interpreters

Judge Dacca stated that a possible theme for the Committee this year is to review CLJ rules with regard to the impact of new technologies and whether the rules are adequately addressing these issues. As an example, the Committee was provided with the rules related to the Interpreter Commission, as well as other rules that involve the use of technology in court proceedings. The Committee discussed various uses of technology in proceedings and agreed that this was a good area for the Committee's focus. Judge Dacca stated that he would bring back more information related to technology and access to justice for the Committee's review.

#### 3. Discussion of WSBA IRLJ Amendment Proposals: IRLJ 3.1; IRLJ 2.2; IRLJ 3.3 (x2)

Judge Robertson, who serves on the Washington State Bar Association (WSBA) Court Rules Committee, stated that the WSBA is considering proposing changes to certain IRLJs. The Committee discussed the changes and was opposed to the shorter time frame being proposed in the amendment to IRLJ 2.2. The Committee had no comment on the proposed changes to

IRLJ 3.1 and preferred the lengthier version of IRLJ 3.3 that was presented. Judge Robertson stated that she would prepare a letter to that effect for the WSBA Committee.

#### **4. Discussion of WSP Proposal to Amend IRLJ 6.6**

Judge Robertson also stated that the Washington State Patrol (WSP) has presented WSBA with a proposal to amend IRLJ 6.6, related to speed measuring devices. The Committee previously commented on a similar proposal from the WSP. Ms. Benway stated that she would provide the previous DMCJA comments to the Committee for review.

#### **5. Discussion of Rule Amendment re Employment Security Department Subpoenas**

Judge Goodwin stated that the DMCJA Legislative Committee, of which he is a member, is considering a proposal to require a certain form for subpoenas directed to the Employment Security Department that judges have to sign. The Committee discussed the issue and decided it was better suited for legislative action than a rule amendment or proposal.

#### **6. Supreme Court Rules Update**

Ms. Benway provided an update regarding rule amendments that DMCJA had proposed or commented on. The DMCJA proposal to amend CrRLJ 3.2(o) has been published for comment. Also, the Supreme Court voted to adopt the SCJA proposal to amend CrR 3.2 in light of the Barton decision. As the DMCJA previously voted in favor of a similar amendment to CrRLJ 3.2 if the Supreme Court accepted the SCJA proposal, the Committee directed Ms. Benway to prepare a draft CrRLJ 3.2 amendment for the Committee to consider at its next meeting. Judge Dacca noted that there is also interest from courts in having a rule take the place of repealed ARLJ 9, regarding public access to court records.

#### **7. Other Business and Next Meeting Date**

The next Committee meeting is scheduled for Wednesday, September 16, 2015 via teleconference.

There being no further business, the meeting was adjourned at 12:53 p.m.



WASHINGTON  
COURTS

**DMCJA DIVERSITY COMMITTEE MEETING**

**TUESDAY, SEPTEMBER 15, 2015 FROM 12:15 P.M. TO 1:00 P.M.**

**1-877-820-7831 PIN 90481**

VIA TELECONFERENCE

**MEETING NOTES**

**Members Present:**

Chair, Judge Willie J. Gregory  
Judge Linda Coburn  
Commissioner Linda Kipling  
Judge Mary Logan  
Judge Kevin McCann  
Judge Marilyn Paja  
Judge Ketu Shah  
Judge Charles Short

**AOC Staff:**

Ms. Pam Dittman  
Ms. Sharon Harvey

**Members Absent:**

Judge Melanie Dane  
Judge Karli Jorgensen

**A. Welcome/Introductions**

Judge Gregory, District and Municipal Court Judges' Association (DMCJA) Diversity Committee (Committee) Chair, called the meeting to order at 12:15 PM. Ms. Dittman conducted a roll call and stated all attendees present.

**B. Discussion re: Diversity in DMCJA Leadership**

This issue relates to the lack of minorities present on the DMCJA Board of Governors, which is in violation of Article VII, Section 1 of the DMCJA Bylaws. Judge Gregory indicated Judge Steiner, DMCJA President, approached him about the issue and requested that Judge Gregory address the matter with the Diversity Committee since the Committee is charged with considering issues relating to diversity. Additionally, Judge Steiner asked the Committee to provide recommendations to the Board of Governors (Board) with ways to promote the implementation of the current Diversity Policy statement adopted by the Association. See DMCJA Bylaws, Article X, Section 2

(d)(1). Judge Gregory read to the Committee DMCJA Bylaws, Article VII, Section 1, which states, in relevant part:

If after any annual election there is not at least one member of the Board of Governors from a minority group and one member from each gender, the Board of Governors shall be increased to include such additional member or members by appointment by the President with ratification of the Board of Governors at the first Board meeting following the annual election. The additional member or members so elected shall serve for a three-year term.

The group discussed methods to increase diversity among the DMCJA leadership. One idea was for the Committee members to join the Nominating Committee and remind the Nominating Committee of its charge to promote diversity in selecting nominees for DMCJA Board positions. Additionally, Committee members on the Nominating Committee could reach out to DMCJA members of color and encourage them to run for these leadership positions within the DMCJA. Judges Gregory and Coburn volunteered to join the Nominating Committee. Ms. Harvey will convey the volunteer requests to Judge David Svaren, Chair of the DMCJA Nominating Committee.

Other ideas were: 1) formalize, through a bylaw amendment to the Nominating and/or Diversity Committee's charge; 2) have a person on the Diversity Committee serve on the Nominating Committee; 3) and/or have a Diversity Committee member serve on the Board in the absence of a representative from a minority group.

### **C. Pro Tem Training and Next Steps**

The pro tem training has been scheduled for August 19-20, 2016 at the WSBA Training Center. Ms. Dittman indicated she will follow-up the call with a draft of the program schedule, a timeline, and areas where Committee members need to reach out and confirm faculty/presenters.

We will continue to work via email on the schedule and will schedule another conference call in November.

**The call ended at approximately 1:00 PM.**



TO: Judge David Steiner, President, DMCJA Board  
FROM: Judge Frank Dacca, Chair, DMCJA Rules Committee  
SUBJECT: Proposed Amendment to CrRLJ 3.2  
DATE: September 17, 2015

Last year, the DMCJA Board requested that the DMCJA Rules Committee review *State v. Barton*, 181 Wn.2d 148, 331 P.3d 50 (2014) to determine if the decision necessitated changes to CrRLJ 3.2, pertaining to conditions of release. The Superior Court Judges' Association (SCJA) had requested that the Supreme Court delete CrR 3.2(b)(4), the provision at issue in *Barton*, which is identical to CrRLJ 3.2(b)(4). The DMCJA Rules Committee did not recommend that CrRLJ 3.2 be amended but suggested the issue be revisited if the Supreme Court amended CrR 3.2, so the criminal rules of the trial courts would remain congruent. The DMCJA Board accepted this recommendation and sent a comment letter that remained neutral on the SCJA proposal but requested that CrRLJ 3.2(b)(4) be deleted if the Supreme Court took similar action with regard to CrR 3.2.

Subsequently, the Supreme Court approved the SCJA-proposed rule amendment, effective September 1, 2015. The DMCJA Rules Committee therefore recommends that the DMCJA Board request that CrRLJ 3.2(b)(4) be deleted to parallel the rules of the superior courts and to reflect the holding in *State v. Barton*. A more detailed description is provided in the GR 9 Cover Sheet that accompanies this memo.

Thank you for consideration of these recommendations. If you have any questions, please contact me at 253-798-7712 or [fdacca@co.pierce.wa.us](mailto:fdacca@co.pierce.wa.us).

Attachments: GR 9 Cover Sheet for Proposed Amendment to CrRLJ 3.2

CC: DMCJA Rules Committee  
J Benway, AOC Staff

**GR 9 COVER SHEET**

**Suggested Amendment to  
WASHINGTON STATE COURT RULES:  
CRIMINAL RULES FOR COURTS OF LIMITED JURISDICTION**

**Amend CrRLJ 3.2: Release of Accused**

**Submitted by the District & Municipal Courts Judges Association**

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- A. Name of Proponent:** District & Municipal Courts Judges Association
- B. Spokesperson:** Judge David Steiner, President  
DMCJA
- C. Purpose:** CrRLJ 3.2 governs issues regarding release of accused persons in Courts of Limited Jurisdiction. In *State v. Barton*, 181 Wn.2d 148, 150, 331 P.3d 50 (2014), the Supreme Court held that a defendant must be allowed the option to secure bail via a surety and called into question the validity of CrR 3.2(b)(4). The DMCJA Rules Committee reviewed the issue at that time and recommended that the DMCJA not request a rule amendment, as the case did not invalidate that portion of the CLJ rule.

The Superior Court Judges' Association (SCJA) did decide to request a rule amendment. The DMCJA Board took no position on the proposed rule amendment, but determined that if the Supreme Court approved the amendment for the CrR 3.2, that CrRLJ 3.2 should also be amended. Subsequently, the Supreme Court approved the SCJA-proposed rule amendment, effective September 1, 2015. The DMCJA therefore requests that CrRLJ 3.2(b)(4) be deleted to parallel the rules of the superior courts and to reflect the holding in *State v. Barton*.

CrRLJ 3.2(b), Showing of Likely Failure to Appear—Least Restrictive Conditions of Release, provides:

(b) Showing of Likely Failure to Appear—Least Restrictive Conditions of Release. If the court determines that the accused is not likely to appear if released on personal recognizance, the court shall impose the least restrictive of the following conditions that will reasonably assure that the accused will be present for later hearings, or, if no single condition gives

that assurance, any combination of the following conditions:

- (1) Place the accused in the custody of a designated person or organization agreeing to supervise the accused;
- (2) Place restrictions on the travel, association, or place of abode of the accused during the period of release;
- (3) Require the execution of an unsecured bond in a specified amount;
- (4) Require the execution of a bond in a specified amount and the deposit in the registry of the court in cash or other security as directed, of a sum not to exceed 10 percent of the amount of the bond, such deposit to be returned upon the performance of the conditions of release or forfeited for violation of any condition of release;
- (5) Require the execution of a bond with sufficient solvent sureties or the deposit of cash in lieu thereof;
- (6) Require the accused to return to custody during specified hours or to be placed on electronic monitoring, if available; or
- (7) Impose any condition other than detention deemed reasonably necessary to assure appearance as required.

Subsection (b)(4) allows for a bail arrangement that is disallowed by *Barton*. As this subsection has now been deleted from CrR 3.2, the DMCJA requests that subsection (b)(4) also be deleted from CrRLJ 3.2. Thus, the following amendment is recommended [redline]:

(b) Showing of Likely Failure to Appear—Least Restrictive Conditions of Release. If the court determines that the accused is not likely to appear if released on personal recognizance, the court shall impose the least restrictive of the following conditions that will reasonably assure that the accused will be present for later hearings, or, if no single condition gives that assurance, any combination of the following conditions:

- (1) Place the accused in the custody of a designated person or organization agreeing to supervise the accused;
- (2) Place restrictions on the travel, association, or place of abode of the accused during the period of release;
- (3) Require the execution of an unsecured bond in a specified amount;

- ~~(4) Require the execution of a bond in a specified amount and the deposit in the registry of the court in cash or other security as directed, of a sum not to exceed 10 percent of the amount of the bond, such deposit to be returned upon the performance of the conditions of release or forfeited for violation of any condition of release;~~
- (5) Require the execution of a bond with sufficient solvent sureties or the deposit of cash in lieu thereof;
- ~~(65)~~ Require the accused to return to custody during specified hours or to be placed on electronic monitoring, if available; or
- ~~(76)~~ Impose any condition other than detention deemed reasonably necessary to assure appearance as required.

As amended, the rule would appear:

(b) Showing of Likely Failure to Appear—Least Restrictive Conditions of Release. If the court determines that the accused is not likely to appear if released on personal recognizance, the court shall impose the least restrictive of the following conditions that will reasonably assure that the accused will be present for later hearings, or, if no single condition gives that assurance, any combination of the following conditions:

- (1) Place the accused in the custody of a designated person or organization agreeing to supervise the accused;
- (2) Place restrictions on the travel, association, or place of abode of the accused during the period of release;
- (3) Require the execution of an unsecured bond in a specified amount;
- (4) Require the execution of a bond with sufficient solvent sureties or the deposit of cash in lieu thereof;
- (5) Require the accused to return to custody during specified hours or to be placed on electronic monitoring, if available; or
- (6) Impose any condition other than detention deemed reasonably necessary to assure appearance as required.

This amendment removes the subsection that was problematic in *Barton*, and allows the trial court rules to remain congruent. As the amendment to CrR 3.2 became effective September 1, 2015, the DMCJA requests that this proposed amendment be

considered as expeditiously as possible.

**D. Hearing:** A hearing is not requested.

**E. Expedited Consideration:** Expedited consideration is requested as it is desirable to have the trial court rules be congruent and the Supreme Court's decision to amend CrR 3.2 calls the validity of CrRLJ 3.2(b)(4) further into question.

Proposed Amendment

CrRLJ 3.2

RELEASE OF ACCUSED

If the court does not find, or a court has not previously found, probable cause, the accused shall be released without conditions.

(a) Presumption of Release in Noncapital Cases. Any person, other than a person charged with a capital offense, shall at the preliminary appearance or reappearance pursuant to rule 3.2.1 be ordered released on the accused's personal recognizance pending trial unless:

(1) The court determines that such recognizance will not reasonably assure the accused's appearance, when required, or

(2) There is shown a likely danger that the accused:

(a) will commit a violent crime, or

(b) will seek to intimidate witnesses, or otherwise unlawfully interfere with the administration of justice.

For the purpose of this rule, "violent crimes" may include misdemeanors and gross misdemeanors and are not limited to crimes defined as violent offenses in RCW 9.94A.030.

In making the determination herein, the court shall, on the available information, consider the relevant facts including, but not limited to, those in subsections (c) and (e) of this rule.

(b) Showing of Likely Failure to Appear—Least Restrictive Conditions of Release. If the court determines that the accused is not likely to appear if released on personal recognizance, the court shall impose the least restrictive of the following conditions that will reasonably assure that the accused will be present for later hearings, or, if no single condition gives that assurance, any combination of the following conditions:

(1) Place the accused in the custody of a designated person or organization

agreeing to supervise the accused;

(2) Place restrictions on the travel, association, or place of abode of the accused during the period of release;

(3) Require the execution of an unsecured bond in a specified amount;

~~(4) Require the execution of a bond in a specified amount and the deposit in the registry of the court in cash or other security as directed, of a sum not to exceed 10 percent of the amount of the bond, such deposit to be returned upon the performance of the conditions of release or forfeited for violation of any condition of release;~~

~~(5) Require the execution of a bond with sufficient solvent sureties or the deposit of cash in lieu thereof;~~

(65) Require the accused to return to custody during specified hours or to be placed on electronic monitoring, if available; or

(76) Impose any condition other than detention deemed reasonably necessary to assure appearance as required.

A court of limited jurisdiction may adopt a bail schedule for persons who have been arrested on probable cause but have not yet made a preliminary appearance before a judicial officer. The adoption of such a schedule or whether to adopt a schedule, is in the discretion of each court of limited jurisdiction, and may be adopted by majority vote. Bail schedules are not subject to GR 7. The supreme court may adopt a uniform bail schedule as an appendix to these rules.

If the court determines that the accused must post a secured or unsecured bond, the court shall consider, on the available information, the accused's financial resources for the purposes of setting a bond that will reasonably assure the accused's appearance.

(c) Relevant Factors—Future Appearance. In determining which conditions of release will reasonably assure the accused's appearance, the court shall, on the available information, consider the relevant facts including but not limited to:

- (1) The accused's history of response to legal process, particularly court orders to personally appear;
- (2) The accused's employment status and history, enrollment in an educational institution or training program, participation in a counseling or treatment program, performance of volunteer work in the community, participation in school or cultural activities or receipt of financial assistance from the government;
- (3) The accused's family ties and relationships;
- (4) The accused's reputation, character and mental condition;
- (5) The length of the accused's residence in the community;
- (6) The accused's criminal record;
- (7) The willingness of responsible members of the community to vouch for the accused's reliability and assist the accused in complying with conditions of release;
- (8) The nature of the charge, if relevant to the risk of nonappearance;
- (9) Any other factors indicating the accused's ties to the community.

(d) Showing of Substantial Danger—Conditions of Release. Upon a showing that there exists a substantial danger that the accused will commit a violent crime or that the accused will seek to intimidate witnesses, or otherwise unlawfully interfere with the administration of justice, the court may impose one or more of the following nonexclusive conditions:

- (1) Prohibit the accused from approaching or communicating in any manner with particular persons or classes of persons;
- (2) Prohibit the accused from going to certain geographical areas or premises;
- (3) Prohibit the accused from possessing any dangerous weapons or firearms, or engaging in certain described activities or possessing or consuming any intoxicating liquors or drugs not prescribed to the accused;
- (4) Require the accused to report regularly to and remain under the supervision of an officer of the court or other person or agency;
- (5) Prohibit the accused from committing any violations of criminal law;

(6) Require the accused to post a secured or unsecured bond or deposit cash in lieu thereof, conditioned on compliance with all conditions of release. This condition may be imposed only if no less restrictive condition or combination of conditions would reasonably assure the safety of the community. If the court determines under this section that the accused must post a secured or unsecured bond, the court shall consider, on the available information, the accused financial resources for the purposes of setting a bond that will reasonably assure the safety of the community and prevent the defendant from intimidating witnesses or otherwise unlawfully interfering with the administration of justice.

(7) Place the accused in the custody of a designated person or organization agreeing to supervise the accused;

(8) Place restrictions on the travel, association, or place of abode of the accused during the period of release;

(9) Require the accused to return to custody during specified hours or to be placed on electronic monitoring, if available; or

(10) Impose any condition other than detention to assure noninterference with the administration of justice and reduce danger to others or the community.

(e) Relevant Factors—Showing of Substantial Danger. In determining which conditions of release will reasonably assure the accused's noninterference with the administration of justice, and reduce danger to others or the community, the court shall, on the available information, consider the relevant facts including but not limited to:

(1) The accused's criminal record;

(2) The willingness of responsible members of the community to vouch for the accused's reliability and assist the accused in complying with conditions of release;

(3) The nature of the charge;

(4) The accused's reputation, character and mental condition;

(5) The accused's past record of threats to victims or witnesses or interference with witnesses or the administration of justice;

(6) Whether or not there is evidence of present threats or intimidation directed to witnesses;

(7) The accused's past record of committing offenses while on pretrial release, probation or parole; and

(8) The accused's past record of use of or threatened use of deadly weapons or firearms, especially to victim's or witnesses.

(f) Delay of Release. The court may delay release of a person in the following circumstances:

(1) If the person is intoxicated and release will jeopardize the person's safety or that of others, the court may delay release of the person or have the person transferred to the custody and care of a treatment center.

(2) If the person's mental condition is such that the court believes the person should be interviewed by a mental health professional for possible commitment to a mental treatment facility pursuant to RCW 71.05, the court may delay release of the person.

(3) Unless other grounds exist for continued detention, a person detained pursuant to this section must be released from detention not later than 24 hours after the preliminary appearance.

(g) Release in Capital Cases. Any person charged with a capital offense shall not be released in accordance with this rule unless the court finds that release on conditions will reasonably assure that the accused will appear for later hearings, will not significantly interfere with the administration of justice and will not pose a substantial danger to another or the community. If a risk of flight, interference or danger is believed to exist, the person may be ordered detained without bail.

(h) Release After Finding or Plea of Guilty. After a person has been found or pleaded guilty, the court may revoke, modify, or suspend the terms of release and/or bail

previously ordered.

(i) Order for Release. A court authorizing the release of the accused under this rule shall issue an appropriate order containing a statement of the conditions imposed, if any, shall inform the accused of the penalties applicable to violations of the conditions of the accused's release and shall advise the accused that a warrant for the accused's arrest may be issued upon any such violation.

(j) Amendment or Revocation of Order.

(1) The court ordering the release of an accused on any condition specified in this rule may at any time on change of circumstances, new information or showing of good cause amend its order to impose additional or different conditions for release.

(2) Upon a showing that the accused has willfully violated a condition of release, the court may revoke release and may order forfeiture of any bond. Before entering an order revoking release or forfeiting bail, the court shall hold a hearing. Release may be revoked only if the violation is proved by clear and convincing evidence.

(k) Arrest for Violation of Conditions.

(1) Arrest with Warrant. Upon the courts own motion or a verified application by the prosecuting authority alleging with specificity that an accused has willfully violated a condition of the accused's release, a court shall order the accused to appear for immediate hearing or issue a warrant directing the arrest of the accused for immediate hearing for reconsideration of conditions of release pursuant to section (j).

(2) Arrest without Warrant. A law enforcement officer having probable cause to believe that an accused released pending trial for a felony is about to leave the state or has violated a condition of such release under circumstances rendering the securing of a warrant impracticable may arrest the accused and take him forthwith before the court for reconsideration of conditions of release pursuant to section (j).

(l) Evidence. Information stated in, or offered in connection with, any order entered pursuant to this rule need not conform to the rules pertaining to the admissibility of evidence in a court of law.

(m) (Reserved.)

(n) Accused Released on Recognizance or Bail--Absence--Forfeiture. If the accused has been released on the accused's own recognizance, on bail, or has deposited money instead thereof, and does not appear when the accused's personal appearance is necessary or violates conditions of release, the court, in addition to the forfeiture of the recognizance, or of the money deposited, may direct the clerk to issue a bench warrant for the accused's arrest.

(o) Bail in Criminal Offense Cases--Mandatory Appearance.

(1) When required to reasonably assure appearance in court, bail for a person arrested for a misdemeanor shall be \$500 and for a gross misdemeanor shall be \$1,000. In an individual case and after hearing the court for good cause recited in a written order may set a different bail amount.

(2) A court may adopt a local rule requiring that persons subjected to custodial arrest for a certain class of offenses be held until they have appeared before a judge.

(p) (Reserved.)

(q) (Reserved.)

[Amended effective September 1, 2002; April 1, 2003; September 1, 2005; amended June 2, 2010 effective July 1, 2012]



# DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION

## OPERATIONAL RULES

(Adopted December 8, 2006)

The District and Municipal Court Judges' Association (DMCJA) is governed by Bylaws as adopted and periodically amended by DMCJA membership. These rules are intended to supplement the Bylaws and provide guidance for members participating in DMCJA governance. The rules set forth the expectations of the DMCJA Board for its members and officers.

### I. Board Member Duties

Each Board member and officer shall use best efforts to:

- A. Personally attend all Board meetings. Participation by phone can be arranged through staff on a meeting-by-meeting basis if presence is not possible;
- B. Prepare for participation by reading agendas and materials before the meeting;
- C. Be prepared to lead discussion of agenda items as assigned by the President;
- D. Follow up on tasks assigned by the Board;
- E. Attend the ~~Long Range Planning~~ DMCJA Board Retreat, and the DMCJA business meetings at spring and fall judicial conferences;
- F. Represent the Board at the request of the President; and
- G. Advance the work of the Board in at least one of the following ways:
  1. By serving as a committee chair;
  2. By serving as a liaison to outside organizations; or
  3. By serving as a committee member.

**Commented [HS1]:** The Long Range Planning Retreat is now known as the DMCJA Board of Governors (Board) Retreat.

### II. Board Meetings

- A. Board meeting schedules shall be adopted at the ~~Long Range Planning~~ DMCJA Board Retreat. Meetings will generally fall on the afternoon of the 2<sup>nd</sup> Friday of the month in SeaTac.
- B. Special meetings may be called by the President upon notice by mail, email, or phone.

#### Attendance

In-person participation is preferred; participation by phone or other means must be arranged in advance through DMCJA staff on a meeting-by-meeting basis.

Manner of Action

- A. Items shall be introduced on the discussion calendar and carried to the following meeting for action.
- B. The Board may act upon motion or resolution adopted at a meeting.
- C. A motion or resolution shall be adopted if approved by a majority of those Board members in attendance at the time the vote takes place.
- D. There shall be no voting by proxy, mail, or email.

**III. Executive Legislative Committee**

Membership

The Executive Committee shall consist of the President, President –Elect, Legislative Committee Chair, and two or more additional members appointed by the President from the Board of Governors or the Legislative Committee. Staff shall also participate in Executive Committee meetings as an ex officio member.

Meetings

The Executive Committee shall meet weekly in person or by phone during legislative sessions to discuss and adopt DMCJA positions on legislation. The Executive Committee shall report at all regular Board meetings during session. The Executive Committee shall monitor and direct the activities of the DMCJA lobbyist.

Quorum

A quorum shall consist of the President or President-Elect, the Legislative Committee Chair or designee, and at least two other members of the Executive Committee.

Manner of Action

Staff shall daily review legislative digests for legislation that may impact courts of limited jurisdiction. Staff shall provide Executive Committee members with internet links to legislation of interest. Executive Committee members shall review and be prepared to discuss and recommend DMCJA positions on legislation at weekly meetings. Positions of the DMCJA shall be adopted by majority vote of participating Executive Committee members.

**IV. Special Initiatives**

The Board may establish committees of limited life span to address specific initiatives. The Board will appoint the chairs, provide specific charges and may establish time frames and reporting requirements for completing the delegated work. In all other respects, these special initiative committees are subject to Bylaws provisions for standing committees.

**V. Staff**

The Administrative Office of the Courts provides staff support to the DMCJA. Staff is responsible for:

- A. Preparing and publishing agendas and materials in consultation with the DMCJA president;
- B. Keeping track of Board actions;
- C. Maintaining DMCJA records in compliance with State Archivist retention schedules;
- D. Providing staff support for committees; and
- E. Acting as the registered business agent for the DMCJA.

Staff shall have a DMCJA credit card to conduct DMCJA business. Staff shall timely report any expenses incurred to the DMCJA Treasurer

**VI. Amendments**

The Board may amend these operational rules from time to time to meet the obligations and duties of the DMCJA.



RULES FOR CONDUCT FOR THE  
DISTRICT AND MUNICIPAL COURT JUDGES ASSOCIATION  
BOARD OF GOVERNORS MEETINGS

based on

*The Modern Rules of Order, 2<sup>nd</sup> Edition* by  
Donald A. Tortorice, Esq. and published by  
ABA Publishing

- Rule 1:**     **Role of the President.** Authority for conduct of the meeting is assigned to the President, who shall act as Chair. Decisions of the Chair are final on questions of procedure, but may be appealed to a vote of the Board. If a ruling is corrected by the Board, the Chair shall amend his or her ruling to reflect the will of the Board.
- Rule 2:**     **Governing Law.** These rules are subordinate to the DMCJA Bylaws.
- Rule 3:**     **Agenda.** The President shall establish the agenda and order of business for each meeting in consultation with Association staff.
- Rule 4:**     **Quorum.** The Chair shall be responsible for ascertaining and announcing the presence of a quorum, and shall duly convene the meeting when a quorum is present.
- Rule 5:**     **Special Officers.** The President may appoint a Special Chair to conduct all or any part of a meeting. The Special Chair shall be the President-Elect, or, if the President-Elect is not present or is unable to serve, then the Vice President.
- Rule 6:**     **Approval of Minutes.** If the minutes of the prior meeting have been circulated, the Chair should ask if there are corrections. Following notation of corrections, the Chair shall announce that the minutes are approved as circulated (or corrected). If there is a dispute on a correction, the proposed correction should be put in the form of a main motion, discussed and voted on according to these rules. If the minutes of the prior meeting have not been circulated, the Chair shall read the minutes and take corrections, and the procedures noted above for correction and approval shall apply.
- Rule 7:**     **General Discussion.** Issues that require consideration may be discussed with or without a formal motion. An issue may be resolved by recording (i) the general consensus or “sense of the Board,” or (ii) by formal motion.
- Rule 8:**     **General Principles for Discussion or Debate.** The Chair shall regulate the discussion to assure adequate consideration of relevant points of view in the best interest of the DMCJA. The following principles shall guide the Chair and the Board:

(a) The discussion should assure sufficient consideration of issues and all pertinent points of view.

(b) The discussion shall at all times maintain the dignity of the meeting, assure that the views of each recognized speaker are made known to the Board, and assure that proper respect is accorded to all members of the Board and others attending the meeting.

(c) The discussion shall assure that the issue(s) is/are presented in a manner understood by the participants.

(d) The ultimate goal of discussion is to determine the will of the Board and to articulate decisions for conduct of the business of the DMCJA.

**Rule 9: General Consensus or Sense of the Board.** When the members of the Board who are present embrace a course of action by clear consensus, the Chair may (if there is no objection) state that action on the issue is resolved by “general consensus” or “sense of the meeting.” A ruling as to general consensus or sense of the meeting shall be recorded as the decision of the Board.

**Rule 10: Motion Practice and Procedure.** When a sense of the meeting or general consensus is not determined, or where the importance of the issue makes formal action desirable, any member of the Board (other than the President and President-Elect) may state the proposal as a motion.

Motions shall be limited to those noted on the attached Description and Chart. There are 3 categories of motions: (1) Meeting Conduct Motions, (2) Disposition Motions, and (3) Main Motions (to take action or to reconsider action taken). The motions are listed in the attached Chart in order of precedence. When any motion is pending, any motion listed above it in the list is in order, but those below it are not in order.

**Rule 11: Adjournment.** Upon completion of the meeting agenda, and if no other business is indicated, the Chair shall adjourn the meeting. Adjournment may be accomplished by announcement by the Chair or by motion. A motion to adjourn before completion of the agenda is out of order.

## DESCRIPTION:

### MOTION PRECEDENCE AND CONDUCT

(If circumstances call for a departure from these procedures, the Chair has authority to determine the conduct of the meeting, subject to appeal)

#### MEETING CONDUCT MOTIONS

1. **Point of Privilege** – A communication from a member to the Chair drawing urgent attention to a need for personal accommodation. Examples: inability to see or hear a speaker, overlooked right or privilege that should have been accorded.
  - May interrupt a speaker
  - Second not required
  - Not debatable
  - Not amendable
  - Resolved by the Chair; no vote required
  
2. **Point of Procedure** – (point of order) – A communication from a member to the Chair inquiring into the manner of conducting business or raising a question regarding the propriety of a procedure. An inquiry to be resolved by the Chair.
  - May interrupt a speaker
  - Second not required
  - Not debatable
  - Not amendable
  - Resolved by the Chair; no voting required
  
3. **Appeal Ruling of the Chair** – An appeal to the Board of a ruling of the Chair on a matter of procedure. **NOTE:** A ruling based on governing law such as a bylaw requirement is not appealable.
  - May not interrupt a speaker
  - Second required
  - Debatable
  - Not amendable
  - Majority vote required

#### DISPOSITION MOTIONS

4. **Withdraw a Motion** – A maker of a motion—and only the maker of a motion—may make a motion to withdraw. As the maker's privilege, a motion to withdraw does not require a second or a vote.
  - May interrupt a speaker
  - Second not required

- Not debatable
  - Not amendable
  - Resolved by the Chair; no vote required
5. **Postpone Consideration** – Purpose: to enable the Board to deal with the issue more effectively at a later time. A postponed motion can be renewed at a later appropriate time unless otherwise specifically provided in the motion.
- May not interrupt a speaker
  - Second required
  - Debatable
  - Amendable
  - Majority vote required
6. **To Refer** – Typically, to submit an issue to a committee or task force for study and/or recommendation.
- May not interrupt a speaker
  - Second required
  - Debatable
  - Amendable
  - Majority vote required
7. **To Amend** – Proposes a change in the wording of a motion currently under consideration. **NOTE:** When a motion to amend is pending, and an amendment to the amendment is proposed, the Chair should focus discussion on the latest amendment, resolve that question, then proceed to the first amendment before continuing discussion on the main motion. Votes on amendments are in reverse order of the sequence in which they are proposed.
- May not interrupt a speaker
  - Second required
  - Debatable
  - Amendable
  - Majority vote required
8. **To Limit, Extend or Close Debate** – The Chair has discretion to ensure that differing points of view are heard. This motion overrides the Chair's determination. Since it affects a member's right to speak his or her views, it requires a two-thirds vote of the Board. (Includes calling the question.)
- May not interrupt a speaker
  - Second required
  - Debatable
  - Amendable
  - Two-thirds vote required

## MAIN MOTIONS

9. **Main Motion** – May be an initial call for action, to reconsider, to rescind a prior decision or to elect persons to office.
  - May not interrupt a speaker
  - Second required
  - Debatable
  - Amendable
  - Majority vote required unless otherwise prescribed by governing law

**SUMMARY OF  
MOTION PRECEDENCE AND CONDUCT**  
(if circumstances call for a departure from these procedures, the Chair  
has authority to determine the conduct of the meeting, subject to appeal)

Name	Interrupt a Speaker?	Second Required?	Debatable?	Amendable?	Vote Required?
<b>MEETING CONDUCT MOTIONS</b>					
1. Point of Privilege	YES	NO	NO	NO	NO
2. Point of Procedure	YES	NO	NO	NO	NO
3. Appeal Ruling of the Chair	NO	YES	YES	NO	Majority
<b>DISPOSITION MOTIONS</b>					
4. Withdraw a Motion	YES	NO	NO	NO	NO
5. Postpone Consideration	NO	YES	YES	YES	Majority
6. To Refer	NO	YES	YES	YES	Majority
7. To Amend	NO	YES	YES	YES	Majority
8. To Limit, Extend or Close Debate	NO	YES	YES	YES	Two-Thirds
<b>MAIN MOTION</b>					
9. Main Motion	NO	YES	YES	YES	Majority*

\*Unless otherwise required by governing law.

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## DISTRICT AND MUNICIPAL COURT JUDGES ASSOCIATION – DUES

Statute requires all District and Municipal Court Judges be members of the District and Municipal Court Judges Association. (See RCW 3.70.010).

Payment of regular dues and assessments, if any, are required to be an active member in good standing. (See Article III, Sec. 1(a) of Bylaws).

Annual dues paid by a judicial officer are associated with the judicial officer and if replaced mid-term, the successor judicial officer must also pay dues. Annual dues paid by a governmental entity, are associated with the position and if the judicial officer in that position is replaced mid-term, the dues shall be applied to the successor judicial officer. (See Article IV, Sec. 4 of Bylaws).

To be consistent with the Bylaws set forth above and to guide current and future Secretary-Treasurers of the Association in properly accounting for dues paid, the following policy(ies) is/are hereby adopted:

1. A judicial officer appointed or elected to new judicial position shall pay association annual dues in the full amount, for the year in which the judicial officer takes office. Payment shall be made by the jurisdiction or the judicial officer personally, consistent with the practice of the jurisdiction.

2. If a judicial officer is appointed or elected in mid-term, to a previously existing position, and annual dues are paid by the jurisdiction, the dues paid shall be credited to the newly appointed or elected judicial officer to that position.

3. If a judicial officer is appointed or elected in mid-term, to a previously existing position, and annual dues are paid by the prior judicial officer, the dues shall be pro-rated to year end and the newly appointed or elected judicial officer to that position shall be responsible to pay the pro-rated amount to the Association to be in good standing with the Association. The judicial officer replaced in the circumstances set forth in this paragraph shall be reimbursed the pro-rated sum but only upon the Association's receipt of the new judicial officer's payment of dues.

ADOPTED January 10, 2014.



## DMCJA Conference Registration Fee Payment for Members in Good Standing

Since 2012, the Board has voted to approve paying the spring conference participant incidental fee, which is also known as the registration fee, for DMCJA members in good standing. In 2015, the incidental fee for the DMCJA Spring Conference at Skamania Lodge was \$210. The 2015 fees paid totaled \$38,430, which included 183 people at \$210.

In 2014, the registration fee for the DMCJA Spring Conference at the Semiahmoo Resort was \$205. The 2014 fees paid totaled \$36,285, which included 177 people at \$205. In 2013, the DMCJA Spring Conference registration fees totaled \$42,750, which included 190 people at \$225 for each member.

The DMCJA Spring Conference flyer is scheduled to be distributed in March 2016.





## DMCJA Reserves Committee Meeting

Tuesday, June 9, 2015

7:30 AM – 8:25 AM

### MEETING MINUTES

#### Members:

Judge David Steiner, Chair  
Judge Scott K. Ahlf  
Judge G. Scott Marinella

#### AOC Staff:

Ms. Sharon Harvey

#### Discussion

##### A. Meeting Minutes

The Committee voted to approve the District and Municipal Court Judges' Association (DMCJA) Reserves Committee Meeting Minutes dated March 14, 2014.

##### B. Should DMCJA Continue Not To Charge Special Fund Dues

The Committee discussed whether to request a twenty-five dollar (\$25) Special Fund assessment to the membership and decided to do so based on lobbying and litigation costs. For instance, in 2014, the DMCJA hired an attorney to handle a case and paid its Lobbyist one thousand dollars (\$1000) for services rendered regarding judicial pension funds. Special Fund expenditures may include lobbying expenses, *amicus* briefs and arguments, honorariums, condolences, and gifts, pursuant to the DMCJA Special Fund Policies and Use Criteria. The Committee decided to bring the issue to the DMCJA Board of Governors for discussion at its next meeting.

##### C. Strategic Plan for Use of Special Funds

Judge Marinella, Special Fund Custodian, reported that there is forty-seven thousand five hundred seventy-four dollars and eighty-five cents (\$47,574.85) in the Special Fund account. He recommended requesting a \$25 assessment from the DMCJA in order to build a larger nest egg for the Fund. The Committee decided to maintain funds at US Bank and to place half of the budget into the checking account and half into a six month Certificate of Deposit (CD), twenty thousand dollars (\$20,000) into savings and the balance into a twelve month CD. Further, the current and incoming custodians should look at options in order to best maximize return.

##### D. Recommendations to the Board

- A. The Special Fund should be maintained at Washington Federal Bank.
- B. The Board should discuss whether to collect Special Fund dues in the amount of twenty-five dollars (\$25) in order to maintain adequate funds in 2016.
- C. The Special Fund Custodian should decide whether the recommendations fit the Fund's daily needs. Therefore, the Custodian should look at options in order to best maximize return and make recommendations to the Board of Governors.

The meeting adjourned at 7:55 AM.



**BOARD FOR JUDICIAL ADMINISTRATION  
2015 – 2016 DUES**

August 24, 2015

Dear Colleagues,

In 1987, the Board for Judicial Administration, under the leadership of Chief Justice Pearson, established a private account funded with dues paid by judges from their personal funds. The initial reason for establishing the account was to pay for dinner meetings with legislators for which the use of public funds is not appropriate. Contributions from judges of all court levels was deemed appropriate as the legislative agenda of the Board for Judicial Administration represents the judiciary as a whole and generally seeks improvements that affect all court levels. The dues have been levied on an as-needed basis through the years, on average about once every two years. The most recent dues levy occurred in 2012. The dues schedule has remained unchanged since 1992.

The primary uses of the account are:

- Travel expenses related to Salary Commission hearings
- Legislative dinners, receptions, and “brown bag” sessions
- Travel expenses for judges testifying before the legislature on behalf of the Board for Judicial Administration
- Board for Judicial Administration events that exceed the state per diem
- Miscellaneous expenses such as recognition gifts for Board members leaving the Board and photographs of bill signings

On behalf of the Board for Judicial Administration, we are asking you to participate in supporting the Board's efforts on your behalf and that of the judicial branch of government. Please direct any questions you may have regarding this notice or the purposes for which these dues are used to either your BJA representative or Ms. Misty Butler. Ms. Butler can be reached at 360.705.5226.

Sincerely,



Chief Justice Barbara Madsen



Judge Scott Sparks

**Board for Judicial Administration Dues Schedule**

Supreme Court Justices .....	\$55.00
Court of Appeals Judge.....	\$55.00
Superior Court Judge .....	\$55.00
Courts of Limited Jurisdiction Judge (full-time).....	\$55.00
Courts of Limited Jurisdiction Judge (part-time).....	\$30.00

Please make your check payable to BJA and mail by November 1, 2015 to:

Colleen Clark, PO Box 41170, Olympia, WA 98504-1170

Thank you.



JIS Status Update

Ms. Marin discussed the status of current projects including the Superior Court Case Management (onsite visits with vendors and customers that are using vendors). The recommendation will go up to the JISC in January.

Data Exchange projects – the Superior Court data exchange efforts are first in line because of the SC-CMS project. Luckily, this sets some of the foundation for the Information Networking Hub project and will have a positive impact on CLJ exchanges in the future. ITG #27, the Seattle Municipal Court data transfer, will likely start in the spring. ITG #41, purging certain CLJ records, has been in process for several months. The data dissemination will meet again in January to clarify some of their original policy decisions that are dictating the project.

**DISCUSSION**

A. Members in Good Standing – BJA Dues

Members reviewed excerpts from past meeting minutes and discussed whether the BJA dues should be made a condition precedent to DMCJA good standing. One of the members recalled a previous discussion wherein the Board expressed concern about making a voluntary payment should be considered as a requirement when the association is statutorily created and mandated. The Board came to consensus that BJA dues should not be required to achieve DMCJA good standing but members should be encouraged to pay them.

B. Nominating Committee Report

The Nominating Committee was unable to meet prior to the Board meeting. They will report next month.

C. Rules Committee Report

The Rules Committee submitted their most recent minutes which reflected their work on rule changes proposed by the Court Management Council and detailed discussion on the proposed GR 31.1. The committee made several recommendations regarding the CMC rules, this will move forward as an Action item in January.

D. Legislative Committee Report – Judge Meyer

The legislature recently experienced some major changes when two Senate Democrats crossed party lines and lined up with the Republicans to threaten taking control over committees and leadership. It will take awhile to figure out how it will shake out for sure but it looks as if Sen. Kline will be replaced by Sen. Padden as the Chair of the Judiciary Committee.

This year, the committee has referred and is working on getting support for the 1) mandatory retirement bill, 2) court security bill, 3) \$25 show cause hearing administrative cost, and are currently working to finalize the language on 4) amending RCW 46.46.63.060 on behalf of the Uniform Infraction and Citation Committee, 5) tying municipal court wind-downs to judicial terms.

DMCJA was also approached to participate in discussions with King County Prosecutor Dan Saitterberg about stalking protection order legislation. Judge Steiner agreed to attend a meeting with Judge Prochnau from King County Superior Court. The draft bill is a different version of a



From: Steiner, David  
Sent: Friday, May 15, 2015 4:14 PM  
To: Hahn, Sondra; Harvey, Sharon  
Subject: FW: Lisa Leone new judge!!

Can you add this to our next agenda. Do we want to send email announcements when new judges are appointed or elected?

-----Original Message-----

From: Steiner, David  
Sent: Friday, May 15, 2015 9:53 AM  
To: Steiner, David  
Subject: FW: Lisa Leone new judge!!

Write email

---

From: Hahn, Sondra  
Sent: Thursday, May 14, 2015 6:02 PM  
To: Steiner, David; Harvey, Sharon  
Subject: Re: Lisa Leone new judge!!

Ok, please let me know if you have specific changes to the email below that will go to the individual, since a lot of basic info is provided, and then let us know if you have language you would like to use for the association-wide message. If you prefer we can prompt you about new judges & have the option to send the message(s) personally.

In the case of Judge Leone, a welcome from the association isn't needed, but congratulations is probably in order. :-)

Sent from my HTC One™ X, an AT&T 4G LTE smartphone

----- Reply message -----

From: "Steiner, David"  
To: "Hahn, Sondra" "Harvey, Sharon"  
Subject: Lisa Leone new judge!!  
Date: Thu, May 14, 2015 5:14 PM

I would like to have a standard email that we send to the entire list serve announcing a new judge.

From: Hahn, Sondra  
Sent: Thursday, May 14, 2015 2:03 PM  
To: Harvey, Sharon; Steiner, David  
Subject: RE: Lisa Leone new judge!!

I talked to the Des Moines Ct Admin this morning & Judge Leone started on May 11. She has been serving as a Magistrate at Seattle Muni, so she is not technically new to the DMCJA. When a truly new judge starts, I normally send a message like the following to the new member on behalf of the DMCJA President. I do not send an announcement to the full membership though. Please let me know what changes you would like in regards to language sent on your behalf. I do update the content as appropriate, like new Judicial College dates, current dues attachments, etc.

Thanks,

---

From: Hahn, Sondra

Sent: Wednesday, January 21, 2015 9:05 AM

To:

Cc:

Subject: Congratulations and Welcome to the Judiciary!

This message is sent to you on behalf of Judge Veronica Alicea-Galvan, DMCJA President.

Dear Judge,

As President of the District and Municipal Court Judges' Association (DMCJA), I would like to congratulate you on your new position at Ilwaco & Long Beach Municipal Courts.

The DMCJA is a statutory organization in which all limited jurisdiction judicial officers are automatically members. The DMCJA works on judicial policy, court rules, management, legislation, and other issues that affect the interests of the courts of limited jurisdiction and its judicial officers. Annual general and special member dues to the Association underwrite our association's work, and a copy of the dues notice is attached. You will also find that there are many ways that you might directly participate in DMCJA committees or projects that will enable you to meet your peers statewide, increase your own knowledge of the way the law affects your work, and contribute to the enhancement of the Washington State judiciary. A DMCJA committee service volunteer form is attached.

Your plans should include participation at the week-long Judicial College scheduled for next week. All new judges and commissioners appointed or elected are required to attend the Judicial College. A copy of the program flyer is attached, and your court administrator will likely assist you in registering for this event.

The AOC Communications and Public Outreach Office maintains many judicial benchbooks on the Washington Courts' website at <http://inside.courts.wa.gov/>. These benchbooks are accessed by clicking on the Judges Resources link in the upper left hand area of the website. CDs of the benchbooks may be obtained by following the directions on the judicial officer publication checklist, attached to this email.

I am available to assist you in any way that I can. You may reach me through my contact information below. You may also contact Sharon.Harvey@courts.wa.gov<mailto:Sharon.Harvey@courts.wa.gov>, AOC Staff person, who assists the DMCJA and its members.

Welcome to the Judiciary and the DMCJA!

Judge Veronica Alicea-Galvan

DMCJA 2014-2015 President

Des Moines Municipal Court

Sondra Hahn

Administrative Office of the Courts

PO Box 41170

Olympia WA 98504-1170

-----Original Message-----

From: Harvey, Sharon

Sent: Thursday, May 14, 2015 1:59 PM

To: Steiner, David

Cc: Hahn, Sondra

Subject: RE: Lisa Leone new judge!!

Hi Judge Steiner,

Yes. My understanding is that the AOC receives notice of all new judges. I will speak with Sondra Hahn, who sends materials to all new judges, regarding the announcement process. She is not in the office today. I will follow-up with you as soon as I know the answer. Thanks Judge Steiner.

Sharon R. Harvey

Court Association Coordinator

Office of Trial Court Services and Judicial Education

Administrative Office of the Courts

PO Box 41170

Olympia, WA 98504-1170

-----Original Message-----

From: Steiner, David

Sent: Thursday, May 14, 2015 10:25 AM

To: Harvey, Sharon

Subject: FW: Lisa Leone new judge!!

Does AOC get notice of all the new judges? How difficult would it be to send out notices on the list serve for all new judges?



## Harvey, Sharon

---

**From:** Joseph Burrowes <jburrowes@dmca.org>  
**Sent:** Thursday, September 10, 2015 9:42 AM  
**To:** Steiner, David  
**Cc:** Harvey, Sharon; Donohue, Karen; Joseph Burrowes  
**Subject:** Request for Funding - Faculty Development Training

Good morning Judge Steiner,

The purpose of this email is to follow-up on our discussion regarding funding for the Faculty Development training for members of the Education Committee.

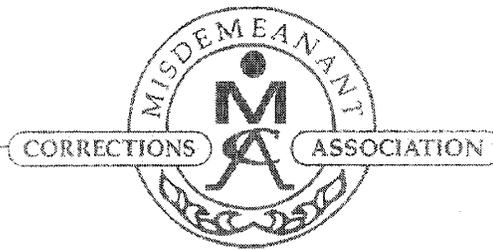
It is my understanding, according to the Education Committee by-laws, all members of the Education Committee are required to attend Faculty Development training. A number of new members have not attended the training.

Last week, I received a request from AOC, Judith Anderson, indicating that AOC could not fund all of the participants for the Faculty Development training scheduled for November. It is my understanding that Judicial Education funding has been reduced sufficiency. As a result, AOC has requested the DMCJA Board pay for 4 members of the Education Committee to attend Faculty Development at a cost of approximately \$4000.00.

I am hopeful the Board would consider this request. If you have any questions, please let me know.

Judge Joe Burrowes  
Co-Chair of the Education Committee





October 1<sup>st</sup>, 2015

District, Municipal Courts Judges Association,

MCA strives to provide high caliber educational opportunities to the misdemeanor probation officers throughout Washington State. The annual conference is the main way for MCA to provide intensive training over a 3 day period. Unfortunately, funding can be an issue with bringing in high quality trainers to the conference. MCA does not want to increase conference costs because department training budgets throughout the state are already being strained. We are requesting DMCJA financially support the below 1 day training workshop on Trauma Exposure and Resiliency-Building in the amount of \$3200.00.

MCA believes this workshop is essential for the probation officers and court staff. The population we work with is often challenging, and the burn out rate is extremely high for those working in criminal justice. One of the key factors that lead to burn out is trauma exposure. Unfortunately, most of the time those working with the criminal justice involved clients are not aware how the client's own trauma is affecting them.

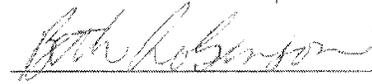
MCA respectfully requests DMCJA grant the \$3200.00 workshop fee for this presentation as it will benefit every jurisdiction in attendance. It will build valuable skills for staff to develop resiliency, so they can stay healthy despite their close proximity to pain and tragedy.

Attached:

- Letter of Understanding with MCA and Foray Consulting about what the workshop will entail.
- Agenda for 2016 MCA Conference April 25-27<sup>th</sup> in Olympia, WA.

Thank you for your consideration,

  
Shane Wolf  
MCA Education & Training co-chair  
Clark County District Court  
Therapeutic Specialty Court Coordinator

  
Beth Robinson  
MCA Education & Training co-chair  
Clark County District Court  
Lead Probation Officer



June 22, 2015

## Letter of Understanding

Prepared for:  
Shane Wolf  
Therapeutic Specialty Courts Coordinator  
Clark County District Court  
P.O. Box 9806  
Vancouver, WA 98666-8806  
360-397-2431

Prepared by:  
Lauren Glickman  
FORAY Consulting  
1111 S Atlantic St #409  
Seattle, WA 98134  
206-696-0850  
lauren@forayconsulting.com

### Summary of Request

Misdemeanant Corrections Association of Washington State has asked Lauren Glickman of FORAY Consulting to provide a description of trauma exposure response and resiliency-building workshop. The full-day workshop date is April 2016.

### Framework

Every workshop I design is customized to the group with whom I'm working. There are some core concepts upon which this customized experience will be based. At the center of each workshop is the idea that everyone has the power to positively influence their own experience - no matter what the context. In addition to providing participants with a thorough understanding of trauma exposure response (aka compassion fatigue, secondary trauma, and vicarious trauma), I provide tactical coaching, immediate opportunities to practice skills, and I help participants develop a plan for sustained well-being. I care deeply about empowering people to effectively manage negative arousal in high-intensity, high-stakes, and high-urgency situations so that they can continue to do the work that is most important to them.

The workshop doesn't simply provide an understanding of what trauma exposure response is and how symptoms present themselves in peoples' lives and in organizations; I make sure that participants understand *what they can do now, in specific behavioral terms*, to develop resiliency so they can stay healthy despite their close proximity to pain and tragedy.

## Workshop Objectives

- Understand the symptoms and signs of trauma exposure response and compassion fatigue
- Understand and apply the concept of Locus of Control
- Learn the difference between the sympathetic nervous system and the parasympathetic nervous system
- Learn and practice techniques that help move you from an anxious state to being a non-anxious presence
- Understand the Ladder of Inference (developed by Chris Argyris) as a way of understanding your own interpretive lens
- Learn the Interpersonal Gap model and two specific ways to decrease the gap
- Learn a technique for interpreting and addressing upsets
- Practice self-validation and create a plan for meaningful and sustained self-care

## Facilitation Fee

\$3200 - Full day workshop design and delivery. This includes all design of workshop content and materials, survey design and interpretation, travel time, and communications prior to and after the workshop.

## Expenses and Supplies

Expenses covered by the HOST include travel-related expenses including airfare, lodging, per diem for meals on travel days, rental car, parking, mileage, and baggage fees.

### To be provided by HOST:

- Venue that allows participants to comfortably work in small groups and pairs
- Projector, laptop, and screen
- Audio capability for video
- Extension cords and a power strip if needed
- If possible - lunch for participants on the training day
- Flip charts - with sticky backing for posting around the room (or blue tape is fine, too)
- Four Markers - with plenty of life left in them and at least two different colors
- Photocopies - FORAY will send electronic versions of the handouts about a week ahead of time to be photocopied by the HOST

### To be provided by FORAY Consulting:

- All content as described above
- PowerPoint slide show - will be sent ahead of time as a backup
- Electronic versions of handouts



### FORAY Consulting Satisfaction Guarantee

All that I have is the reputation that I earn. I am committed to providing services that are timely, useful, and I always aim to exceed your expectations. At any point in the process of our joint efforts, I welcome your feedback. If you are not satisfied with the quality of the services provided by Foray Consulting, I am open to a renegotiation of fees. Any changes to the agreed upon scope of the project will be reflected in writing and then accounted for in the final project invoice.

Sincerely,

Lauren S. Glickman, Principal Consultant  
FORAY Consulting & Associates  
[lauren@forayconsulting.com](mailto:lauren@forayconsulting.com)  
206-696-0850

By signing this, you indicate that you've read and agree to the terms stated within this Letter of Understanding.

  
\_\_\_\_\_  
HOST Representative *Shane Wolf*

*7/22/15*  
\_\_\_\_\_  
Date

*(360) 397-2431*  
\_\_\_\_\_  
Representative Phone

*shane.wolf@clark.wa.gov*  
\_\_\_\_\_  
Representative Email

## 2016 MCA Conference Agenda

### Monday, April 25<sup>th</sup>

- 8:00-9:00 Registration and Vendor set-up
- 9:00-10:00 Welcome/Keynote: Sandy Mullins, Senior Policy Advisor, Office of Governor
- 10:00-12:00 Session: Sex Trafficking – WA Engage
- 12:00-1:00 Working Lunch – AOC Updates / Therapeutic Specialty Courts
- 1:00-2:45 Verbal De-Escalation Training – Renee Balodis-Cox Edwork Crisis Intervetnion
- 2:45-3:00 Snack Break/Giveaways
- 2:45-5:00 Verbal De-Escalation Training – Renee Balodis-Cox Edwork Crisis Intervetnion

### Tuesday, April 26<sup>th</sup>

- 7:30-8:30 Breakfast/Networking/Vendors
- 8:30-10:00 Trauma Exposure Response and Resiliency-Building Workshop
- 10:00-10:15 Snack Break/Giveaways
- 10:30-12:00 Trauma Exposure Response and Resiliency-Building Workshop
- 12:00-1:00 Working Lunch/Business Meeting – MANDATORY
- 1:00-2:45 Trauma Exposure Response and Resiliency-Building Workshop
- 2:45-3:00 Snack Break/Giveaway
- 2:45-5:00 Trauma Exposure Response and Resiliency-Building Workshop

### Wednesday, April 27<sup>th</sup>

- 7:30-8:30 Breakfast/Networking/Vendors
- 8:30-10:00 Session: Driver License Restoration – Karen Campbell & Howard Delaney
- 10:00-10:15 Snack Break/Giveaways
- 10:15-12:00 Session: Offender Employment Services – Rich Coleman
- 12:00-1:30 Awards Luncheon and Basket Drawing/Giveaways

**Total Training Hours: 17.5 hours**



amount. Vermont and Minnesota relicensing programs were discussed regarding consideration for those with limited income.

The NJP Relicensing Initiative is based on the Spokane and Oregon Programs. Oregon, unlike Washington State, has a unified court system. Thus, no legislation was necessary to implement the program. Spokane has six jurisdictions participating in a relicensing program. The NJP would like a stakeholder's meeting to discuss the promotion of the NJP's relicensing initiative.

Judge Short requested the number of collections that exist in Spokane. Ms. Campbell stated that she would research and provide an answer. The issue of insurance was mentioned. There was also a suggestion to include collection agencies as stakeholders. The Board then decided to invite Mr. Howard Delaney, Spokane Court Administrator, in order to learn more about the Spokane Relicensing Program.

B. Board Review of DMCJA Operational Rules and Modern Rules of Order

This issue was rescheduled for the September 3, 2015 Board Meeting in the interest of time.

C. Judicial College Funding Request

M/S/P to donate fifteen hundred dollars (\$1500) to the joint reception.

D. District and Municipal Court Management Association (DMCMA) Liaison Position Vacancy

This issue was rescheduled for the September 3, 2015 Board Meeting in consideration of time. At the next meeting, the Board will discuss whether the DMCJA Vice President should assume the DMCMA Liaison position.

E. Ethics Advisory Committee Position Vacancy

The Board discussed candidates for the Ethics Advisory Committee. There was a DMCJA Representative vacancy when Judge Joshua Grant retired on July 1, 2015.

F. Board to Create a Public Outreach Committee to Educate Justice Partners

Judge Steiner appointed Judge Gehlsen to be the Chair of the newly created task force known as the Public Outreach Committee.

G. Whether a 2016 Special Fund Assessment is Necessary

This topic was rescheduled for the September 3, 2015 meeting in the interest of time.

H. Whether New Judges Should be Announced on the DMCJA Listserv

This topic was rescheduled for the September 3, 2015 in the interest of time.

## INFORMATION

Judge Steiner reported that Governor Inslee signed a Bill that provides for an additional Skagit County District Court Judge. He also mentioned that the YMCA Youth & Government sent thank you notes to the DMCJA, which are included in the Board packet.

## OTHER BUSINESS





# 2015-2016 District and Municipal Court Judges' Association Nominating Committee

Listserv Address: [DMCJANC@listserv.courts.wa.gov](mailto:DMCJANC@listserv.courts.wa.gov)

## Members

**Judge David A. Svaren, Chair**  
Skagit County District Court  
600 S 3<sup>rd</sup> St, PO Box 340  
Mount Vernon, WA 98273-0340  
360-336-9319  
[dsvaren@co.skagit.wa.us](mailto:dsvaren@co.skagit.wa.us)

**Judge James M. B. Buzzard**  
Centralia Municipal Court  
118 W Maple St  
Centralia, WA 98531-4320  
360-330-7667  
[jim@buzzardlaw.com](mailto:jim@buzzardlaw.com)

**Judge Linda Coburn**  
Edmonds Municipal Court  
250 5<sup>th</sup> Ave N  
Edmonds, WA 98020-3146  
425-771-0210  
[linda.coburn@edmondswa.gov](mailto:linda.coburn@edmondswa.gov)

**Judge Franklin L. Dacca**  
Pierce County District Court  
930 Tacoma Ave S  
Criminal Division  
Tacoma, WA 98402-2115  
253-798-7712  
[fdacca@co.pierce.wa.us](mailto:fdacca@co.pierce.wa.us)

**Judge James N. Docter**  
Bremerton Municipal Court  
550 Park Ave  
Bremerton, WA 98337  
360-473-5215  
[james.docter@ci.bremerton.wa.us](mailto:james.docter@ci.bremerton.wa.us)

**Judge Willie J. Gregory**  
Seattle Municipal Court  
Seattle Justice Center  
600 5<sup>th</sup> Ave  
PO Box 34987  
Seattle, WA 98124-4987  
206-684-8711  
[willie.gregory@seattle.gov](mailto:willie.gregory@seattle.gov)

**Judge John H. Hart**  
Colfax Municipal Court  
400 N Mills St  
PO Box 229  
Colfax, WA 99111-0229  
[hartlaw@pullman.com](mailto:hartlaw@pullman.com)

**Judge Glenn M. Phillips**  
Kent Municipal Court  
1220 Central Ave S  
Kent, WA 98032-7426  
253-856-5734  
[gphillips@kentwa.gov](mailto:gphillips@kentwa.gov)

**Judge Linda S. Portnoy**  
Lake Forest Park Municipal Ct  
17425 Ballinger Way NE  
Lake Forest Park, WA 98155  
206-957-2872  
[lpornoy@ci.lake-forest-park.wa.us](mailto:lpornoy@ci.lake-forest-park.wa.us)

**Judge Gregory J. Tripp**  
Spokane District Court  
Public Safety Bldg  
1100 W Mallon Ave  
Spokane, WA 99260-0150  
509-477-2915  
[gtripp@spokanecounty.org](mailto:gtripp@spokanecounty.org)

**AOC Staff**  
Sharon Harvey  
Admin. Office of the Courts  
PO Box 41170  
Olympia, WA 98504-1170  
360-705-5282  
[sharon.harvey@courts.wa.gov](mailto:sharon.harvey@courts.wa.gov)

## Charges

1. The Nominating Committee shall annually select not more than two candidates for Vice-President, Secretary/Treasurer, President-Elect, and three Board member-at-large positions. The Board member-at-large positions shall be for three-year terms.
2. The report of the Nominating Committee shall be submitted to the Board at its March meeting. The names of the nominees will be published in the written notice of the Spring Conference and in the Minutes of the Board's March meeting. Nominations for all offices except President may be made by the members at the Spring Conference.
3. The Nominating Committee shall make nominations for other vacancies on the Board.

## Budget

Budget: \$400

Updated 9/22/2015

N:\Programs & Organizations\DMCJA\Committees\15-16 COMMITTEE ROSTERS.doc



Date: September 23, 2015

To: District and Municipal Court Judges' Association  
Sharon Harvey, Court Association Coordinator

From: Judicial Needs Estimate (JNE) Workgroup  
Charlotte Jensen, Court Business Information Coordinator  
JNE Workgroup Support

Re: Judicial Needs Estimate Workgroup Status Report

Since the JNE recommendations were passed last August, the focus was on implementing the new proceeding codes, and preparation for and training at the District and Municipal Court Managers' Association Regional Staff Training during the month of April 2015 (approximately 425 people received training in 11 locations around the state).

The strategic process phase of the workgroup met on October 14, 2014, which set the agenda for review topics. Those topics include:

1. Case Resolution based on ARLJ 8.  
*The workgroup voted to formally accept the definition of "resolution" proposed by the CLJ-CUWG: Disposition: Entry of judgment includes a finding of guilty, not guilty, dismissal, deferred, suspension, or entry of a judgment. Apply this to civil cases, also. This coding will facilitate reporting of time standards, similar to those available to the superior courts. The workgroup suggested that we start developing high-level requirements for case management reports and time standard reports.*
2. CLJ Time Standards Reports.  
*See 1 above.*
3. Exception Reports for data accuracy.
4. Other reporting needs for judicial time tracking; e.g., therapeutic courts.
5. Body wire and phone tap warrants should be included in search warrant recording? Search warrant data should be captured using the Document Indexing capability.
6. Probable Cause and Felony Complaint case processing.  
*Discussion related to the probable cause issue has begun. The 2002 JNE recommendations adopted a processes for probable cause matters that limited the PC case type only for felony probable cause laws. Since then, the PC case type is being used for misdemeanors. Current practice is resulting in inaccurate caseload reporting in the Felony Complaints category. The workgroup is considering: (1) Should we use PC as it was originally intended and recommended, e.g., only use PC for felony probable cause laws; or (2) should PC be opened up to misdemeanor probable cause laws? What will be the impact?*
7. Fugitive warrants entered as PC cases.
8. Superior Court Commissioner Workload.
9. Formulate plan for assessing "weights" and "averages" for new proceeding codes for JNE model application.

Please let me know if Judge Steiner has any questions.

Charlotte





Sharon FYI

August 25, 2015

Honorable David Steiner  
King County District Court  
1309 114th Ave SE, Suite 100  
Bellevue, WA 98004

Dear Judge Steiner:

The Washington State Legislature requested the Administrative Office of the Courts (AOC) to convene and provide staffing for a work group "to consider and facilitate the use of video testimony by state competency evaluators and other representatives of the Department of Social and Health Services and the state hospitals in court matters under chapter 10.77 RCW" (2ESSB 5177, Ch 7 Laws of 2015, section 13).

I am requesting that you appoint two representatives of the District and Municipal Court Judges' Association to serve on this work group. It is anticipated that the group will meet monthly at the AOC facility in SeaTac. The Legislature has requested that the work group complete its work by June 30, 2016. Unfortunately, the Legislature did not provide funding for travel for this work group so your organization or the individual appointee's jurisdiction will be responsible for any travel costs.

In order to commence the work group's effort, please provide your appointments by September 30, 2015. Please direct your appointment letters or any questions to Yvonne Pettus at the AOC. Her contact information is PO Box 41170, Olympia, WA 98504-1170; (360) 705-5229; [yvonne.pettus@courts.wa.gov](mailto:yvonne.pettus@courts.wa.gov).

Sincerely,

Callie T. Dietz  
State Court Administrator





WASHINGTON  
COURTS

# District and Municipal Court Judges' Association

*President*

JUDGE DAVID STEINER  
King County District Court  
585 112th Ave SE  
Bellevue, WA 98004  
(206) 477-2102

*President-Elect*

JUDGE G. SCOTT MARINELLA  
Columbia County District Court  
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Dayton, WA 99328-1279  
(509) 382-4812

*Vice-President*

JUDGE SCOTT K. AHLF  
Olympia Municipal Court  
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Olympia, WA 98507-1967  
(360) 753-8312

*Secretary/Treasurer*

JUDGE JOSEPH M. BURROWES  
Benton County District Court  
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*Past President*

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(425) 744-6804

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(425) 487-5587

JUDGE SAMUEL MEYER  
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(360) 786-5562

COMMISSIONER SUSAN J. NOONAN  
King County District Court  
(206) 477-1720

JUDGE REBECCA C. ROBERTSON  
Federal Way Municipal Court  
(253) 835-3000

JUDGE DOUGLAS B. ROBINSON  
Whitman County Dist. Court  
(509) 397-5297

JUDGE CHARLES D. SHORT  
Okanogan County District Court  
(509) 422-7170

JUDGE TRACY A. STAAB  
Spokane Municipal Court  
(509) 625-4400

September 30, 2015

Ms. Yvonne Pettus  
Administrative Office of the Courts  
PO Box 41170  
Olympia, WA 98504-1170

Dear Ms. Pettus:

RE: DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION  
(DMCJA) REPRESENTATIVES TO THE 2ESSB 5177  
WORKGROUP

It is my pleasure to appoint Judge Michael J. Finkle, East Division of King County District Court, and Judge Karli K. Jorgensen, Kent Municipal Court, to represent the DMCJA on the Second Engrossed Substitute Senate Bill 5177 Workgroup. Our understanding is that representatives will serve until June 30, 2016.

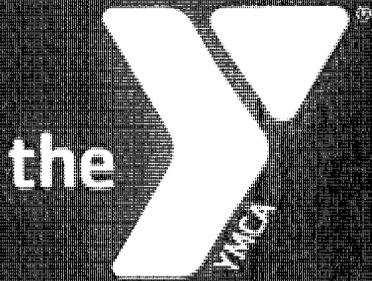
Please let me know if you have any questions.

Sincerely,

Judge David A. Steiner  
President, DMCJA

cc: Judge Michael J. Finkle  
Judge Karli K. Jorgensen  
Ms. Sharon Harvey





FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# ENGAGED INFORMED CITIZENSHIP

## YOUTH & GOVERNMENT 2014-2015 REPORT

### LEADERSHIP MESSAGE

In the Y, we believe in the potential of every individual. Youth & Government volunteers and supporters nurture that potential by helping young people find the power of their own voice. Working with caring adult mentors and community leaders, teens build self-confidence and skills and gain a deeper connection to our community and our democratic institutions. Thank you for joining us in this important work – together we are improving young lives and shaping the future of our community- and we are pleased to report a great year with many successes.

In March, the Washington State Council for Public Legal Education honored Youth & Government with *The Flame of Democracy Award* for our contribution to the public's understanding of law, the justice system and government. The impact of Youth & Government programs is also highlighted by the outstanding support of our statewide leaders who stepped forward to join our new Advisory Board and take a more active role in supporting civic education and youth development through the Y. And 2015 marks the first time in our 68 year history that Youth & Government has a full time program staff stationed in Spokane! This is a tremendous leap forward in our ability to support program opportunities for teens, families, and communities in Eastern Washington.

We are also very proud to announce the establishment of a Youth & Government endowment fund to honor the late Justice Robert Utter. Not only was Justice Utter a program alum (1948), he continued to be a dedicated volunteer and supporter. Justice Utter was a true servant leader who embodied the Y's core values through his dedication to community and service to others. The Robert F. Utter Endowment for Civic Education will provide financial assistance to program participants and college scholarships to program alumni. Youth & Government is honored to work with his family and friends to recognize his many contributions to our program and our state as we teach democracy to the next generation.

**Tom Hoemann**  
Board Chair

**Sarah Clinton**  
Executive Director



My favorite thing about Youth & Government has been the self-assurance I've developed as a result of joining. Youth & Government gave me confidence. This year has changed me. Today, I am audacious, outgoing, and vocal. I fearlessly take on challenges, and I stand up for what's right without hesitation. I feel free to be me.

*Daisy Sok, Alumni*





## THANK YOU FOR YOUR SUPPORT!

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YMCA of Pierce & Kitsap Counties  
YMCA of Snohomish County

Youth & Government is more than a civic education program. You soon come to learn your voice is actually important and you can have a say in what happens.

Amber Shachny, Participant

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# THANK YOU FOR YOUR SUPPORT!



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 Paula Glandon  
 Sean Graham  
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 Nora & Jack Hallett, *in memory of*

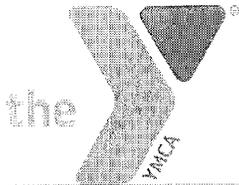
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 Lance Braden*  
 Patrisha Milton  
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 Dwayne Slate*  
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 Wenatchee Valley YMCA  
 Kristin Wiggins  
 James Williams  
 Matt Wojcik  
 Cindy Zehnder

I have seen this program do so much for so many young people. It teaches the voiceless they have something to say, it opens the eyes of kids who have never thought about how different the world looks through other eyes, and it gives them all a deep respect for what it means to be an engaged citizen.

James Rosenzweig, Advisor





## PROGRAM LEADERSHIP

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Scott Washburn, CEO, YMCA of Snohomish County

*\*Alumni of YMCA Youth & Government*

## 2014 FINANCIAL SUMMARY

### REVENUE

Contributions & Special Events \$169,784

Participation Fees \$191,247

Other Revenue \$75,451

**TOTAL REVENUE \$436,482**

### EXPENSE

Employee Expenses \$179,691

Program Expenses \$175,455

Administration \$81,335

**TOTAL EXPENSE \$436,481**

**Endowment Total \$176,950**

Washington YMCA Youth & Government  
360.357.3475 / [www.youthandgovernment.org](http://www.youthandgovernment.org)

**DEMOCRACY MUST BE LEARNED  
BY EACH GENERATION.**