



WASHINGTON
COURTS

**DISTRICT AND MUNICIPAL
COURT JUDGES' ASSOCIATION**

BOARD MEETING

December 9, 2016

**AOC SEATAC OFFICE
SEATAC, WASHINGTON**

DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION SCHEDULE OF BOARD MEETINGS

2016-2017

DATE	TIME	MEETING LOCATION
<i>Friday, July 8, 2016</i> CANCELLED	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Aug. 12, 2016</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Sunday, Sept. 11, 2016</i>	9:00 a.m. – 12:00 noon	2016 Annual Judicial Conference, Spokane, WA
<i>Friday, Oct. 14, 2016</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Nov. 4, 2016</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Dec. 9, 2016</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Jan. 13, 2017</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Feb. 10, 2017</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, March 10, 2017</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, April 14, 2017</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>May 2017</i>	TBD	In conjunction with Board Retreat
<i>June 2017</i>	TBD	In conjunction with Spring Program

AOC Staff: Sharon Harvey

Updated: June 13, 2016



DMCJA BOARD MEETING
FRIDAY, DECEMBER 9, 2016
12:30 PM – 3:30 PM
AOC SEATAC OFFICE
SEATAC, WA

PRESIDENT JUDGE G. SCOTT MARINELLA

AGENDA

PAGE

Call to Order

General Business

- A. Minutes – November 4, 2016
- B. Treasurer’s Report – *Judge Robertson*
- C. Special Fund Report – *Judge Burrowes*
- D. Standing Committee Reports
 - 1. Legislative Committee – *Judge Meyer*
 - 2. Diversity Committee
 - 3. Rules Committee
 - a. Minutes for October 26, 2016
 - b. November 28, 2016 Meeting regarding Crk. 3.2 – *Judge Marinella*
- E. Trial Court Advocacy Board (TCAB)
- F. Judicial Information Systems (JIS) Report – *Ms. Vicky Cullinane*

1-6
7-21

22-23

Liaison Reports

- A. District and Municipal Court Management Association (**DMCMA**) – *Ms. Paulette Revoir*
- B. Misdemeanant Correction Association (**MCA**) – *Ms. Melissa Patrick*
- C. Superior Court Judges’ Association (**SCJA**) – *Judge Sean O’Donnell*
 - 1. 3DaysCount Initiative Status Update
- D. Washington State Bar Association (**WSBA**) – *Sean Davis, Esq.*
- E. Washington State Association for Justice (**WSAJ**) – *Loyd James Willaford, Esq.*
- F. Administrative Office of the Courts (**AOC**) – *Ms. Callie Dietz*
- G. Board for Judicial Administration (**BJA**) – *Judges Garrow, Jasprica, Logan, and Ringus*

24-26

Action

- A. Judicial Assistance Services Program (JASP) Bylaws Amendment
- B. DMCJA General Dues Rate – Whether to Retain the 2016 Rate

27-31
32-34

<p>Discussion</p> <ul style="list-style-type: none"> A. Trial Court Security Committee's Proposed Court Security Rule and Minimum Standards B. Revisit: Whether to amend DMCJA Bylaws, Art. X, Sec. 2, <i>Nominating Committee</i>, to include members from Central WA C. Judicial Institute Sponsorship Request D. JISC Appointment (Vacancy of Judge David Svaren) E. Appointment of DMCJA Vice President <ul style="list-style-type: none"> 1. DMCJA Bylaws, Art. V, <i>Officers, Sec. 4., Vacancies</i> F. AOC Staff Reorganization 	<p>36-39 40 41-43 44-47</p>
<p>Information</p> <ul style="list-style-type: none"> A. Judge Holman has resigned from the Washington Pattern Forms Committee and Courts of Limited Jurisdiction Forms Subcommittee effective December 31, 2016. There is a position vacancy on the Committee for a four year term. B. There is a position vacancy for one DMCJA Representative to serve a two year term on the BJA Public Trust and Confidence Committee. C. There are position vacancies for the Presiding Judge and Administrator Education Committee. The positions are for a three year term. 	
<p>Other Business</p> <ul style="list-style-type: none"> 2. Thank you Judge Burrowes for your stellar service as a DMCJA Officer and Board Member. Congratulations on your new position as a Superior Court Judge for Benton County. 3. The next DMCJA Board Meeting is January 13, 2017, 12:30 p.m. to 3:30 p.m., AOC Office, SeaTac, WA. 	
<p>Adjourn</p>	
<p>Persons with a disability who require accommodation, should notify Sharon Harvey at 360-705-5282 or sharon.harvey@courts.wa.gov to request or discuss accommodations. While notice five days prior to the event is preferred, every effort will be made to provide accommodations, when requested.</p>	



DMCJA Board of Governors Meeting
Friday, November 4, 2016, 12:30 p.m. – 3:30 p.m.
AOC SeaTac Office
SeaTac, WA

MEETING MINUTES

Members Present:

Chair, Judge G. Scott Marinella
Judge Scott Ahlf
Judge Joseph Burrowes (via phone)
Judge Linda Coburn
Judge Janet Garrow (non-voting)
Judge Michelle Gehlsen (via phone)
Judge Michael Lambo
Commissioner Rick Leo (via phone)
Judge Mary Logan (non-voting)
Judge Samuel Meyer
Judge Kevin Ringus (non-voting)
Judge Rebecca Robertson
Judge Douglas Robinson
Judge Charles Short
Judge Tracy Staab
Judge David Steiner

Guests:

Judge James Docter (via phone)
Judge Janet Garrow
Judge Deborah Hayes
Ms. Judy Ly, DMCMA

AOC Staff:

Ms. Vicky Cullinane
Ms. Callie Dietz
Ms. Sharon R. Harvey

Members Absent:

Judge Karen Donohue
Judge Douglas Fair
Judge Michael Finkle
Judge Judy Jasprica (non-voting)

CALL TO ORDER

Judge G. Scott Marinella, 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 12:34 p.m. Judge Marinella asked attendees to introduce themselves.

GENERAL BUSINESS

A. Minutes

The Board moved, seconded, and passed a vote (M/S/P) to approve the Board Meeting Minutes for October 14, 2016.

B. Treasurer's Report

M/S/P to approve the Treasurer's Report. Judge Robertson reported that Ms. Christina Huwe, DMCJA Bookkeeper, prepared the financial report. She further reported monies have been spent down, and, therefore, the association is tapping into its reserve account. Thirty-thousand dollars (\$30,000) of reserve funds have been transferred to the account to pay expenditures. Judge Robertson noted that annual dues would increase the association's financial accounts. She further informed that there is approximately fifty-four thousand dollars (\$54,000) in current expenditures to date.

C. Special Fund Report

M/S/P to approve the Special Fund Report. Judge Burrowes reported that money is in the account, and, therefore, there is no change to the Special Fund account.

D. Standing Committee Reports

1. Legislative Committee

a. Legislative Proposal: RCW 12.40, Small Claims – Judge Janet Garrow

Judge Janet Garrow, King County District Court, presented proposed legislation regarding Small Claims, Revised Code of Washington (RCW) 12.40. This proposed legislation would amend the small claims statute to allow a Judge's order to automatically become a civil judgment. The proposal would increase a small claims action filing fee from \$14 to \$34, which is less than it would cost to have a small claims judgment certified as a civil judgment on the district court's civil judgment docket. The proposal would also include an amendment to RCW 4.56.200, *Commencement of lien on real estate*, to reflect that a certified copy of the district court judgment has the same effect as a duly certified transcript of the docket of the district court, according to Judge Janet Garrow's written statements regarding the proposed bill.

M/S/P to make this topic a discussion item.

2. Rules Committee Meeting Minutes for August 24, 2016

Judge Marinella informed that the Rules Committee Meeting Minutes for August 24, 2016 are located in the meeting packet. Judge Marinella then requested that Judge Garrow report on the discussion item regarding Criminal Rule for Courts of Limited Jurisdiction (CrRLJ) 3.2, *Release of Accused*. Judge Garrow provided a brief background of the issue. See *Discussion, Proposed Amendment to CrRLJ 3.2 (b)(4)*.

E. Trial Court Advocacy Board (TCAB) Update

The Trial Court Advocacy Board met on November 4, 2016 and revised the Court Security Rule. However, the edits were not approved during the meeting because there was no quorum present. Thus, the revised Court Security Rule has been circulated to all TCAB members for consent. Upon consent, TCAB will forward the amended Court Security Rule to the DMCJA Board for its approval. The Court Security Rule is scheduled to be a discussion item at the December Board meeting.

F. Judicial Information System (JIS) Report

Ms. Cullinane reported that the Courts of Limited Jurisdiction Case Management System (CLJ-CMS) Project Steering Committee has selected the following Judges to serve as Request for Proposals (RFP) Evaluators:

Tier I: Judge John Hart (Colfax Municipal Court), Judge Samuel Meyer (Thurston County District Court), and Judge Tina Kernan (Asotin County District Court)

Tier II: Judge Scott Ahlf (Olympia Municipal Court), Commissioner Paul Wohl (Thurston County District Court), and Judge Michelle Gehlsen (Bothell Municipal Court)

Tier I evaluators will evaluate vendors' written proposals in December 2016, and will score vendor demonstrations in February 2017. Tier II evaluators will score vendor demonstrations in February 2017 and conduct on-site client visits in April 2017. Ms. Cullinane informed that thank you letters were sent to all those who volunteered for the RFP Evaluator positions. Those volunteers who were not selected for the RFP Evaluator position were encouraged to consider other CLJ-CMS Project opportunities. Ms. Cullinane mentioned that she informed of the new CLJ-CMS Project during a conference for court line staff in October 2016.

Ms. Cullinane further reported the Washington State Patrol (WSP) has grant funding for a project that would make the driving under the influence (DUI) process electronic. Electronic warrants are included

in that process. Ms. Cullinane inquired whether the DMCJA would like to appoint representatives for the stakeholder group that will gather the business requirements. She noted that this project is different from the Electronic Law Enforcement Interface for Acquisition of Search Warrants (ELIAS) eWarrants Project, which failed. Ms. Cullinane informed that the issues still remain regarding how the system collects and stores information related to the warrant review process, and whether that information could be subject to the Public Records Act. Judge Marinella noted that Judges David Larson and Anthony Howard represented the DMCJA on the Washington Traffic Safety Commission eWarrants Initiative Work Group, and, therefore, may be interested in joining the stakeholder group. Judge Garrow stated that she has worked with the eWarrant program and would be interested in participating with the eDUI stakeholder group.

LIAISON REPORTS

A. District and Municipal Court Management Association (DMCMA)

Ms. Ly reported that the DMCMA held a Staff Conference in October 2016. Seventy-nine staff attended the Conference. She further informed that the DMCMA Spring Conference is scheduled for May 21-24, 2016 in Semiahmoo, WA. Ms. Ly reported that the DMCMA's primary focus is data cleanup for the new courts of limited jurisdiction case management system (CLJ-CMS) Project. The DMCMA is also reinvigorating the courts helping courts program. This program will be discussed at the November DMCMA Board meeting.

B. Administrative Office of the Courts (AOC)

Ms. Callie Dietz, State Court Administrator, reported that the Supreme Court elected Justice Mary Fairhurst to become the next Chief Justice effective January 9, 2017. Ms. Dietz also informed that the AOC has hired Brady Horenstein as the Associate Director of the Judicial and Legislative Relations Office. Mr. Horenstein worked at the Department of Licensing as the Deputy Assistant Director of the Programs and Services Division. He is also a former Judicial Law Clerk to Judges Elaine Houghton and Lisa Worswick, Court of Appeals Division II. Mr. Horenstein knows the DMCJA lobbyist, Melanie Stewart, Esquire, and has other good contacts. In addition, Ms. Jennifer Way has joined the Judicial and Legislative Relations Office as the Senior Administrative Assistant. Ms. Way formerly worked for the Lt. Governor's Office. Ms. Dietz further informed that the AOC is continuing to work on the CLJ-CMS Project. The request for proposal (RFP) was sent out ahead of schedule and the Project is continuing to move forward. Ms. Dietz noted that legislative funding will be needed for the CLJ-CMS Project.

C. Board for Judicial Administration (BJA)

Judge Ringus reported that the BJA will not meet in November. The BJA Legislative Committee, however, will meet on November 8, 2016 via Conference Call. Judge Ringus informed that the BJA Legislative Committee met on October 21, 2016 and narrowed nine legislative proposals to four items. Judge Garrow reported that the BJA Policy and Planning Committee will also meet on November 18 to discuss overarching BJA policies. Judge Logan reported that she will work with the BJA Budget and Finance Committee in 2016-2017.

ACTION

A. *Legislative Proposal: RCW 12.40, Small Claims*

M/S/P to recommend that the DMCJA Legislative Committee move forward with the proposed RCW 12.40 amendment as a concept and process it accordingly. Judge Meyer and Ms. Stewart will work with Judge Garrow's legislative draft and speak with legislators regarding the small claims amendment.

B. *Proposed Amendment to Criminal Rule for Courts of Limited Jurisdiction (CrRLJ) 3.2 (b)(4), Release of Accused*

M/S/P to adopt the Rules Committee's recommendation to add at the end of existing language in CrRLJ 3.2 (b)(4) the following sentence, "If this requirement is imposed, the court must also authorize a surety bond under section (b)(5)."

DISCUSSION

A. Proposed Amendment to Criminal Rule for Courts of Limited Jurisdiction (CrRLJ) 3.2 (b)(4), Release of Accused

Judge Garrow reported that this issue arose when, in light of the decision in *State v. Barton*, the SCJA proposed that subsection CrR 3.2(b)(4), which parallels CrRLJ 3.2, be deleted. When the Supreme Court accepted this proposal, the DMCJA recommended that CrRLJ 3.2(b)(4) also be deleted, to be congruent with the Superior Court rule. Following publication of the DMCJA proposal, there were comments from the judicial community regarding the disparate impact the proposed amendment could have on low-income litigants. For this reason, the DMCJA requested that the Supreme Court stay consideration of the rule until the trial courts associations could propose a solution. On October 20, 2016, Justice Johnson, Supreme Court Rules Committee Chair, requested that both trial court associations review the Council on Public Defense (CPD) proposed amendment to CrRLJ 3.2 and advise whether they support it. The DMCJA Rules Committee discussed the CPD's proposed amendment and determined that rather than accept the CPD proposal, it is best to retain the existing language but add the following sentence at the end of CrRLJ 3.2 (b)(4), "If this requirement is imposed, the court must also authorize a surety bond under section (b)(5)." Judge Garrow requested that the Board consider the DMCJA Rules Committee's recommendation.

M/S/P to make this an action item.

B. Senate Law and Justice Work Session for Night and Weekend Court on November 15, 2016, from 8:00 a.m. to 10:00 a.m., at the J.A. Cherberg Building in Olympia, WA.

A Senate Law and Justice Work Session regarding night and weekend courts is scheduled for November 15, 2016, from 8:00 a.m. to 10 a.m., at the JA Cherberg Building in Olympia, WA. The Board discussed what courts currently hold night and weekend court. Judge Marinella noted that no law prohibits courts of limited jurisdiction (CLJs) from holding court at night or during the weekend. The board discussed access to justice and judicial caseload issues relating to the subject. Judge Meyer agreed to attend the work session on November 15. Ms. Dietz suggested that judges attending the work session may also want to discuss with legislators the new courts of limited jurisdiction case management system Project.

C. Judicial Assistance Services Program (JASP) Bylaws Amendment

This topic relates to a proposed JASP bylaws amendment regarding JASP membership. The amendment permits two non-voting members from either the Supreme Court or the Court of Appeals. The Presiding Judge of the Court of Appeals will appoint the Court of Appeals member and the Chief Justice of the Supreme Court will appoint the Supreme Court member. The term for the non-voting appellate judges is two years. The Board discussed concerns regarding the DMCJA contribution to JASP, which is currently \$7000. Board members noted the rising cost of the program in recent years. The Board will request the number of appellate judges participating in JASP and whether appellate judges are willing to financially contribute to the program. It was noted that no one wants to exclude any judge from participating in JASP, however, it is costly for the DMCJA.

D. Separation of Powers Flyer: Whether to Retain Document on Inside Courts

Judge Docter, Bremerton Municipal Court, reported that a Separation of Powers flyer posted on the BJA Public Trust and Confidence (PT&C) Committee website on Inside Courts is inaccurate. Judge Docter, who serves on the BJA PT&C Committee, informed that a PT&C subcommittee reviewed the documents and determined that the following statements need slight modifications for accuracy: (1) Clark County became a "Charter County" in 2015, (2) the Organizational chart and related connecting lines under "county government" and "city government" are not completely accurate because elected judges are not connected to the Mayor, nor should there be connectors between the Clerk/Executive branch and Superior Court, and (3) judges should not be listed below the Presiding Judge. Judge Docter was informed by the AOC that it would be very costly to revise the flyer. For this reason, the PT&C would like to know whether the Board would like to keep the document with the inaccuracies, revise it, or delete it from the website. Judge Marinella clarified that the cost to AOC would be in resources and time because the AOC does not own the original flyer. Ms. Dietz informed that the

original flyer was created by a graphic artist not related to the Administrative Office of the Court, thus, the AOC does not have the document and would have to create it from scratch. In light of the limited resources at AOC and the necessity to have accurate information on Inside Courts, the Board decided by general consensus to request that the AOC issue a disclaimer on the website indicating the inaccuracies on the Separation of Powers flyer. The project will be sent to the AOC to complete at its convenience.

E. Funding Request: Additional Funding for YMCA Youth & Government Program

The Board discussed whether to provide additional funding for the YMCA Youth and Government Program. In October 2016, the Board voted to contribute \$1600 to the YMCA fundraising campaign. The Board budgeted \$1600 for the Program at its 2016 Board Retreat. In 2016, the YMCA requested a modest increase in funding in order to help support YMCA program expansion efforts. Funding for the YMCA program is taken from the Judicial Community Outreach line item. The Public Outreach Committee also uses funds from the Judicial Community Outreach line item. Judge Gehlsen, Public Committee Outreach Chair, reported that she is uncertain of the amount of funding needed for the Committee because it is newly created. The Board, therefore, decided to address the issue at the next Board Retreat in May 2017 in order to budget for an increase in YMCA funding.

F. DMCJA General Dues Rate – Whether to Retain the 2016 Rate

The Board discussed whether to increase the General Dues Rate, which has remained unchanged since 2008. The current DMCJA dues assessment rate is as follows:

Judges:	¾ - full time (\$750); ¼ - ¾ (\$375); < ¼ (\$187)
Commissioners/Magistrates:	¾ - full time (\$600); ¼ - ¾ (\$300); < ¼ (\$150)
Associate Members:	\$25

The Board discussed programs such as court education for which the dues may be used. Judge Robertson expressed concern regarding the diminishing of the DMCJA reserve account, which is down to approximately seventy-thousand dollars (\$70,000). She then informed that she will get information from the DMCJA bookkeeper regarding how much an association the size of the DMCJA should have in its reserve account. This information will provide the information needed to determine whether to increase annual dues. This topic will be an action item at the December Board meeting.

G. Legislative Proposal: RCW 12.40, Small Claims

Judge Garrow proposed an amendment to the small claims statute, RCW 12.40, which would allow a small claims judgment to automatically become a civil judgment. She informed that the current law requires that a small claims order be certified as a civil judgment before a party can enforce collection on the judgment. Judge Garrow also noted that a small claims judgment must become a civil judgment before the court may close the case. The small claims amendment would increase the filing fee from \$14 to \$34. This fee, however, is less than the total amount typically paid by a party seeking to collect on a small claims judgment. The Board discussed concerns regarding the increase of fees in courts of limited jurisdiction. The Board further discussed access to justice issues regarding a party's ability to collect on a judgment. There was also discussion regarding whether the DMCJA should join in support of AOC proposed legislation similar to the small claims proposal.

Judge Meyer, DMCJA Legislative Committee Chair, reported that he spoke with Melanie Stewart, Esq., DMCJA Lobbyist, and she recommended that the Board move forward with the small claims proposal as a "concept." The association could, therefore, educate the Legislature on the issue. Judge Meyer further suggested that the DMCJA work with the District and Municipal Court Management Association (DMCMA) regarding the impact of the bill to court managers. Ms. Ly agreed to get the input of the DMCMA. Judge Marinella also suggested that obtaining a fiscal note may be beneficial.

Judge Marinella informed the Board of the following events:

- A. *DMCJA Follow-Up Letter regarding Annual DOL/DMCJA/DMCMA/AOC Joint Leadership meeting is enclosed in the Board Agenda Packet.*
- B. *The Courts of Limited Jurisdiction Case Management System (CLJ-CMS) Steering Committee selected Requests for Proposal (RFP) Evaluators at their November 1, 2016 Meeting.*
- C. *BJA Public Trust and Confidence Committee Vacancy*
- D. *Presiding Judge and Administrator Education Committee Vacancy*
- E. *Judge Stephen Holman, Kitsap County District Court, is retiring from the Washington Pattern Forms Committee*

Judge Marinella requested that Board members either consider volunteering for a vacant position or encourage a colleague to apply for a position.

OTHER BUSINESS

The next DMCJA Board Meeting is December 9, 2016, 12:30 a.m. to 3:30 p.m. in AOC Office, SeaTac.

ADJOURNED at approximately 2:22 p.m.

EXECUTIVE SESSION

- A. Agreement Between Administrative Office of the Courts and Superior Court Judges' Association
 - 1. DMCJA Outline of Concerns Regarding the SCJA Settlement

The Board called an Executive Session to discuss a confidential matter regarding the AOC and SCJA Agreement related to the Office of Superior Court.

Christina E Huwe
Pierce County Bookkeeping
1504 58th Way SE
Auburn, WA 98092
Phone (360) 710-5937
E-Mail: piercecountybookkeeping@comcast.net

SUMMARY OF REPORTS

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

For the Period Ending November 30st, 2010

Please find attached the following reports for you to review:

- Statement of Financial Position
- Monthly Statement of Activities
- Bank Reconciliation Reports
- Transaction Detail Report (year-to-date)
- Current Information

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

PLEASE BE SURE TO KEEP FOR YOUR RECORDS

Washington State DMCJA
Statement of Activities
For the Five Months Ending November 30th, 2016

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	TOTAL
Ordinary Income/Expense						
Income						
Interest Income	12.74	12.74	12.25	0.17	0.02	37.92
Membership Revenue	0.00	25.00	0.00	0.00	0.00	25.00
Total Income	<u>12.74</u>	<u>37.74</u>	<u>12.25</u>	<u>0.17</u>	<u>0.02</u>	<u>62.92</u>
Gross Profit	12.74	37.74	12.25	0.17	0.02	62.92
Expense						
Prior Year Budget Expense	1,975.16	636.69	2,398.28	511.32	0.00	5,841.45
4 - Board Meeting Expense	452.77	2,453.21	3,863.14	92.51	262.26	10,023.89
5 - Bookkeeping Expense	0.00	0.00	535.00	25.00	0.00	760.00
7 - Conference Calls	0.00	0.00	8.82	0.00	117.05	125.87
8 - Conference Committee	0.00	0.00	0.00	0.00	0.00	0.00
10 - Diversity Committee	0.00	297.68	620.77	862.91	0.00	1,781.48
11 - DMCJA/SCJA Sentencing Alt.	0.00	0.00	287.20	0.00	287.20	574.40
12 - DMCMA Liaison Committee	0.00	0.00	0.00	35.20	0.00	35.20
14 - Education Committee	0.00	867.65	0.00	0.00	0.00	867.65
15 - Educational Grants	0.00	0.00	0.00	0.00	439.22	439.22
16 - Education - PJ Confrence	0.00	0.00	15,000.00	0.00	0.00	15,000.00
18 - Judicial Assistance Commit	0.00	(6,700.00)	4,350.00	3,463.81	2,722.32	(75.52)
19 - Judicial Community Outreach	0.00	0.00	54.00	287.20	0.00	341.20
20 - Legislative Committee	0.00	151.20	413.00	0.00	0.00	604.29
21 - Legislative Pro-Tem	0.00	42.00	0.00	0.00	135.58	177.58
22 - Lobbyist Contract	3,083.33	5,083.33	7,083.33	5,083.33	5,083.33	25,416.65
26 - National Leadership Grants	0.00	0.00	0.00	1,585.00	1,050.00	2,635.00
28 - President Expense	0.00	0.00	100.00	0.00	0.00	100.00
31 - Rules Committee	0.00	21.60	0.00	0.00	0.00	21.60
32 - SCJA Board Liaison	0.00	54.00	0.00	0.00	0.00	54.00
34 - Treasurer Expense and Bond	0.00	54.00	0.00	0.00	0.00	54.00
36 - Trial Court Advocacy Board	0.00	0.00	0.00	0.00	287.20	287.20
99 - Depreciation Expense	9.58	9.58	9.58	9.58	9.58	47.90
Bank Service Charges	0.00	0.00	0.00	14.00	5.00	19.00
Bookkeeping	0.00	0.00	0.00	0.00	247.50	247.50
Total Expense	<u>5,520.84</u>	<u>2,971.03</u>	<u>30,851.57</u>	<u>13,693.86</u>	<u>12,646.24</u>	<u>65,683.54</u>
Net Ordinary Income	(5,508.10)	(2,933.29)	(30,839.32)	(13,693.69)	(12,646.22)	(65,620.62)
Other Income/Expense						
Other Expense						
Ask the client	0.00	0.00	0.00	84.80	65.40	150.20
Total Other Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>84.80</u>	<u>65.40</u>	<u>150.20</u>
Net Other Income	0.00	0.00	0.00	(84.80)	(65.40)	(150.20)
Net Income	<u>(5,508.10)</u>	<u>(2,933.29)</u>	<u>(30,839.32)</u>	<u>(13,778.49)</u>	<u>(12,711.62)</u>	<u>(65,770.82)</u>

Washington State DMCJA
Statement of Financial Position
As of November 30, 2016

	Nov 30, 16
ASSETS	
Current Assets	
Checking/Savings	
Bank of America - Checking	22,924
Bank of America - Savings	546
US Bank - Savings	70,698
Washington Federal	45,101
Total Checking/Savings	139,269
Total Current Assets	139,269
Fixed Assets	
Accumulated Depreciation	(11)
Computer Equipment	579
Total Fixed Assets	67
Other Assets	
Prepaid Expenses	21,583
Total Other Assets	21,583
TOTAL ASSETS	160,920
LIABILITIES & EQUITY	
Equity	
Unrestricted Earnings	(78,605)
Unrestricted Net Assets	305,296
Net Income	(65,771)
Total Equity	160,920
TOTAL LIABILITIES & EQUITY	160,920

CANCELLED

Other Information

CANCELLED

1:56 PM

12/02/16

Washington State DMCJA Reconciliation Detail

Bank of America - Checking, Period Ending 11/30/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						9,483.36
Cleared Transactions						
Checks and Payments - 47 Items						
Check	10/26/2016	online	Administrative Office...	X	-2,007.89	-2,007.89
Check	10/26/2016	online	Melanie Stewart	X	-2,000.00	-4,007.89
Check	10/26/2016	online	Administrative Office...	X	-831.32	-4,839.21
Check	10/26/2016	online	Ingallina's Box Lunch	X	-802.31	-5,641.52
Check	10/26/2016	online	Barbara Barnes	X	-778.00	-6,419.60
Check	10/26/2016	online	Susanna Kanther	X	-670.22	-7,090.12
Check	10/26/2016	online	Okanogan County D...	X	-61.36	-7,709.48
Check	10/26/2016	online	Charles Short	X	-243.55	-7,953.03
Check	10/26/2016	online	Chris Culp	X	-181.00	-8,114.03
Check	10/26/2016	online	Marilyn Haan	X	-156.12	-8,270.15
Check	10/26/2016	online	Scott Ahlf	X	-14.80	-8,354.95
Check	10/26/2016	online	James Doctor	X	-64.40	-8,419.35
Check	10/26/2016	online	Samuel G. Meyer	X	-54.00	-8,473.35
Check	10/26/2016	online	Scott Ahlf	X	-54.00	-8,527.35
Check	10/26/2016	online	Bruce Weiss	X	-12.28	-8,571.63
Check	10/26/2016	online	Marybeth Dingedy	X	-38.88	-8,610.61
Check	10/26/2016	online	Linda Coburn	X	-33.48	-8,643.99
Check	10/26/2016	online	Douglas Fair	X	-32.40	-8,676.39
Check	10/26/2016	online	Richard McDermott	X	-27.00	-8,703.39
Check	10/26/2016	online	Joseph Burrows	X	-25.20	-8,728.59
Check	10/26/2016	online	Michelle Gossen	X	-24.84	-8,753.43
Check	10/28/2016	online	Douglas Robinson	X	-24.00	-8,777.43
Check	10/28/2016	online	Karen Donohue	X	-21.60	-8,799.03
Check	10/28/2016	online	The Deli	X	-17.41	-8,816.44
Check	10/26/2016	online	Michael Evans	X	-15.93	-8,832.37
Check	10/26/2016	online	Lisa Worswick	X	-10.26	-8,842.63
Check	10/26/2016	online	Timothy Jenkins	X	-9.72	-8,852.35
Check	10/26/2016	online	Mary C. Logan	X	-9.40	-8,861.75
Check	11/04/2016	online	Edmond Mori Court	X	-109.52	-8,971.27
Check	11/04/2016	online	James Doctor	X	-85.40	-9,036.67
Check	11/04/2016	online	Shirley Woodard	X	-81.00	-9,097.67
Check	11/07/2016	online	Cave B	X	-2,326.32	-11,423.99
Check	11/07/2016	online	Melanie Stewart	X	-2,000.00	-13,423.99
Check	11/11/2016	online	Scott Ahlf	X	-179.02	-13,603.01
Check	11/11/2016	online	Tracy A. Staab	X	-154.44	-13,757.45
Check	11/11/2016	online	Samuel G. Meyer	X	-54.00	-13,811.45
Check	11/11/2016	online	Linda Coburn	X	-34.56	-13,846.01
Check	11/11/2016	online	Michael J. Lambo	X	-25.92	-13,871.93
Check	11/11/2016	online	David A. Stelner	X	-24.84	-13,896.77
Check	11/11/2016	online	Kevin Ringus	X	-21.60	-13,918.37
Check	11/11/2016	online	Mary C. Logan	X	-19.18	-13,937.55
Check	11/11/2016	online	Janet Garrow	X	-14.04	-13,951.59
Check	11/11/2016	online	Pierce County Book...	X	-247.50	-14,199.09
Check	11/11/2016	online	AOC	X	-2,018.31	-16,218.40
Check	11/21/2016	online	Marilyn Paja	X	-1,050.00	-17,268.40
Check	11/21/2016	online	Susanna Kanther	X	-300.00	-17,568.40
Check	11/23/2016	online	Thurston County Dis...	X	-135.58	-17,703.98
Total Checks and Payments					-17,703.98	-17,703.98
Deposits and Credits - 2 Items						
Transfer	11/07/2016			X	2,000.00	2,000.00
Transfer	11/11/2016			X	30,000.00	32,000.00
Total Deposits and Credits					32,000.00	32,000.00
Total Cleared Transactions					14,296.02	14,296.02
Cleared Balance					14,296.02	23,779.38

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Washington State DMCJA
Reconciliation Detail

Bank of America - Checking, Period Ending 11/30/2016

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 3 items						
Check	02/11/2014	7276	Douglas Goetz		-84.00	-84.00
Check	11/29/2016	online	Michelle Szambelan		-439.22	-523.22
Check	11/29/2016	online	Ingallina's Box Lunch		-332.28	-855.50
Total Checks and Payments					-855.50	-855.50
Total Uncleared Transactions					-855.50	-855.50
Register Balance as of 11/30/2016					13,440.52	22,923.88
Ending Balance					3,440.52	22,923.88

CANCELLED

Washington State DMCJA
Transaction Detail by Account
 July through November 2016

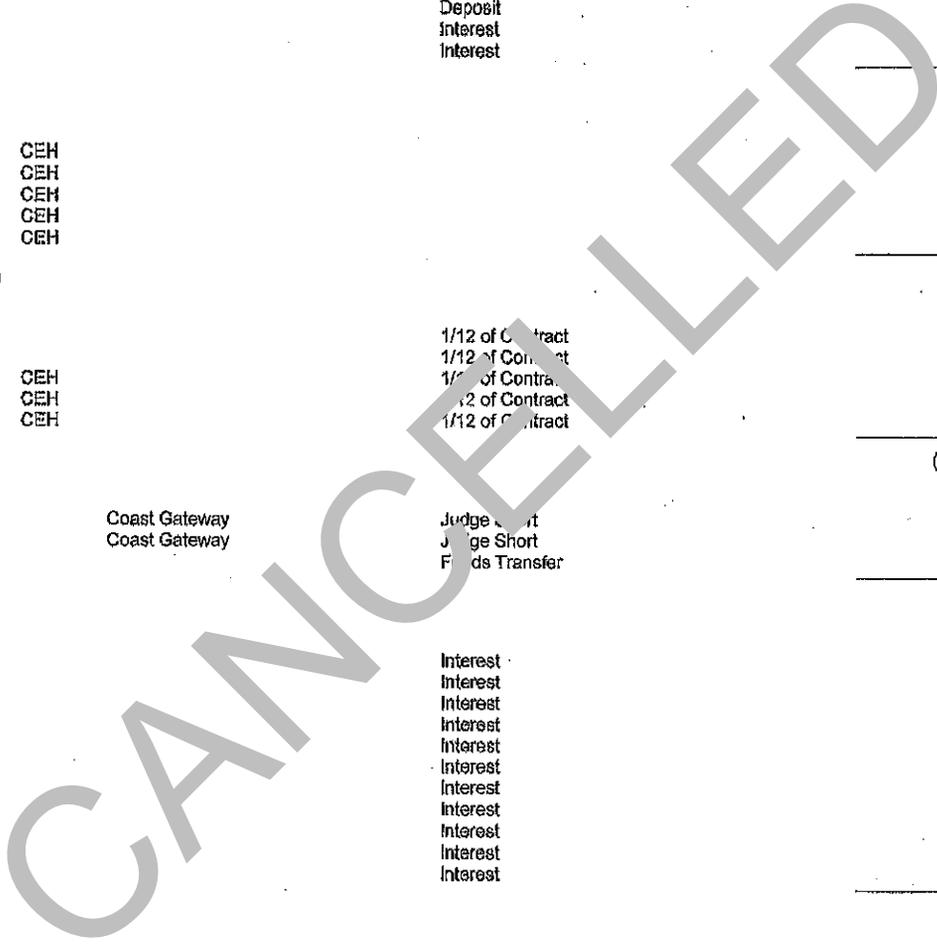
Type	Date	Num	Name	Memo	Amount	Balance
Bank of America - Checking						
Deposit	07/01/2016			returned bill pay from 3-1-16	24.84	24.84
Check	07/19/2016	online	AOC		(205.77)	(180.93)
Check	07/19/2016	online	Melanie Stewart	June (prior budget expense)	(2,000.00)	(2,180.93)
Check	07/19/2016	online	Michael Lambo		(134.97)	(2,315.90)
Check	07/19/2016	online	AOC	retreat expense	(112.03)	(2,427.93)
Check	08/15/2016	online	David A. Svaren	KS0Y9-WB9XK date 6-5-16	(144.97)	(2,572.90)
Check	08/15/2016	online	Douglas B. Robinson	KS0Y9-WGKBN	(208.32)	(2,781.22)
Check	08/15/2016	online	G. Scott Marinella	KS0Y9-WH991 date 7-14-16	(880.34)	(3,441.56)
Check	08/15/2016	online	Michael Finkle	date 7-14-16 KS0Y9-WHTF6	(74.04)	(3,515.60)
Check	08/15/2016	online	Melanie Stewart	July 7-8-16 Invoice 4338 KS0Y9-WHG7Q	(2,000.00)	(5,515.60)
Check	08/15/2016	online	Michelle Gehlsen	7-29-16 KS0Y9-WHTF6	(81.00)	(5,596.60)
Check	08/15/2016	online	Ingallina's Box Lunch	KS0Y9-WHG7Q 7-19-16	(271.56)	(5,868.16)
Check	08/15/2016	online	The Deli	7-19-16	(26.12)	(5,894.28)
Check	08/16/2016	online	Susanna Kanther	April & May KS0Y9-WJCPO	(800.00)	(6,494.28)
Check	08/16/2016	online	Dino W Traverso, PLLC	6/30/16 Invoiced 10833 for work ending on 6/30...	(875.00)	(7,369.28)
Check	08/17/2016	online	Ingallina's Box Lunch	KS7D9-2N7Y8	(537.59)	(7,906.87)
Check	08/17/2016	online	Susanna Kanther	June Invoiced KS7CX-RJV50	(300.00)	(8,206.87)
Check	08/19/2016	online	Rick Leo	KS0Y9-WJ74G	(103.52)	(8,310.39)
Deposit	08/22/2016				8,283.28	(27.11)
Check	08/22/2016	online	Joseph Burrowes	KRSRJ-KF1ZH	(63.40)	(90.51)
Check	08/22/2016	online	Michelle Gehlsen		(24.84)	(115.35)
Check	08/22/2016	online	Samuel G. Meyer	KRSRJ-KJXJC	(54.00)	(169.35)
Check	08/22/2016	online	Scott Ahlf	KRSRJ-KK4TR	(162.00)	(331.35)
Check	08/22/2016	online	Kevin Ringus	KSRT1-BP9K2	(21.60)	(352.95)
Check	08/22/2016	online	Tracy A. Staab	KSRTG-L1GW	(153.90)	(506.85)
Check	08/22/2016	online	Douglas B. Robinson	KSRTS-37J	(96.00)	(602.85)
Check	08/22/2016	online	Michael Finkle	KSRTS-37JSC	(18.33)	(621.21)
Check	08/22/2016	online	G. Scott Marinella	KSRTZ-20KTN	(79.20)	(700.41)
Check	08/22/2016	online	David A. Steiner	KSRV3-TM21	(16.74)	(717.15)
Check	08/22/2016	online	Susanna Kanther	KSRV3-TM21D July Invoice	(300.00)	(1,017.15)
Check	08/22/2016	online	Franklin L. Dacca	KSRTB-L4482	(21.60)	(1,038.75)
Check	08/22/2016	online	Karen Donohue	KSRTB-L500	(21.60)	(1,060.35)
Check	08/22/2016	online	Mary C. Logan	KSRTB-L500	(18.64)	(1,078.99)
Check	08/22/2016	online	Michael J. Lambo	KSRTB-L5DTH	(25.92)	(1,104.91)
Check	08/22/2016	online	Rick Leo	KSRTB-L5P19	(24.18)	(1,129.09)
Check	08/26/2016	online	Mary C. Logan	KSRTB-L5P19	(42.00)	(1,171.09)
Check	08/26/2016	online	Ingallina's Box Lunch	KSRTB-L5P19	(238.76)	(1,409.85)
Check	08/26/2016	online	Lisa O'Toole	KT54D-4JR8Z	(12.74)	(1,422.59)
Check	08/26/2016	online	Scott Stewart	KT54M-KPYG8	(14.04)	(1,436.63)
Check	08/26/2016	online	Timothy Jenks	KT54V-9Q2HK	(9.72)	(1,446.35)
Check	08/26/2016	online	Kevin McCann	KT54X-K8CD0	(16.20)	(1,462.55)
Check	08/26/2016	online	Karen Donohue	KT558-J07Q5	(21.60)	(1,484.15)
Check	08/26/2016	online	Kevin Donnell	KT545-9FK15	(172.80)	(1,656.95)
Check	08/29/2016	online	Roy G. Garrow	KT68F-438W9	(188.48)	(1,825.43)
Transfer	08/31/2016			Credit Card Payment KTW3D-1BGVJ	(426.62)	(2,252.05)
Check	08/31/2016	online	Melanie Stewart	KTW3M-8JBKN	(54.00)	(2,306.05)
Check	09/02/2016	online	Robert Garrow	KV5GL-42DJ3	(399.00)	(2,705.05)
Check	09/02/2016	online	Superior Court Judges Association	KTRXS-KJLFY	(494.64)	(3,199.69)
Check	09/07/2016	online	Charles Short	KV6X-D2JT5	(333.67)	(3,533.36)
Check	09/07/2016	online	Pierce County Bookkeeping	KV8PR-SFVCZ	(150.00)	(3,683.36)
Check	09/08/2016	online	Administrative Office of the Courts	Presiding Judges' Conference	(15,000.00)	(18,683.36)
Check	09/13/2016	online	Melanie Stewart	KW1VM-BWCG6	(2,000.00)	(20,683.36)
Transfer	09/13/2016			Funds Transfer	5,000.00	(15,683.36)
Check	09/13/2016	online	Melanie Stewart	September Invoice 4364 KW4YK-T7NN7	(2,000.00)	(17,683.36)
Check	09/20/2016	online	Joseph Burrowes	KWP5K-2VX09	(41.40)	(17,724.76)
Check	09/20/2016	online	Samuel G. Meyer	KWP6K-GMKZM	(54.00)	(17,778.76)
Check	09/20/2016	online	Douglas B. Robinson	KWP6W-2ZS JL	(91.80)	(17,870.56)
Check	09/20/2016	online	G. Scott Marinella	KWS3C-KQWH3	(339.12)	(18,209.68)
Check	09/20/2016	online	Karen Donohue	KWS3L-XTF63	(142.52)	(18,352.20)
Check	09/20/2016	online	Wade Samuelson	KWS3S-26R0W	(83.16)	(18,435.36)
Check	09/20/2016	online	Charles Short	KWS3Z-WG1NC	(388.35)	(18,823.71)
Check	09/20/2016	online	Michelle Gehlsen	KWS46-H0FDB	(109.52)	(18,933.23)
Check	09/20/2016	online	Michael J. Lambo	KWS4C-86NG3	(138.52)	(19,071.75)
Check	09/20/2016	online	AOC	KWSBR-W30F3	(5,377.44)	(24,449.19)
Transfer	09/20/2016			Funds Transfer Confirmation Number 3547532...	7,000.00	(17,449.19)
Check	09/20/2016	online	Linda Coburn	KWX0G-F9TDB	(22.00)	(17,471.19)
Check	09/26/2016	online	Pierce County Bookkeeping	KWQB0-B7YC3	(365.00)	(17,836.19)
Check	09/28/2016	online	Judy Jasprica	KXGX6-W7WVC	(154.52)	(18,010.71)
Check	09/28/2016	online	Scott Ahlf	KXGXJ-H8175	(54.00)	(18,064.71)
Check	10/24/2016	online	Karen Donohue	L07K2-8C16Q	(985.00)	(19,049.71)
Check	10/24/2016	online	Janet Garrow	L07KD-8B7ML	(600.00)	(19,649.71)
Check	10/28/2016	online	Barbara Barnes	L0GB1-R9S8F	(778.00)	(20,427.79)

Washington State DMCJA
Transaction Detail by Account
 July through November 2016

Type	Date	Num	Name	Memo	Amount	Balance
Check	10/26/2016	online	Okanogan County District Court		(619.36)	(21,047.15)
Check	10/26/2016	online	Charles Short	LOGC0-LYHB9	(243.55)	(21,290.70)
Transfer	10/26/2016			Funds Transfer	7,000.00	(14,290.70)
Check	10/26/2016	online	Administrative Office of the Courts	LOGD3-0S7MC	(931.32)	(15,122.02)
Check	10/26/2016	online	Douglas B. Robinson	LOGFF-6H9Y7	(24.00)	(15,146.02)
Check	10/26/2016	online	Karen Donohue	LOGG2-8DQTX	(21.60)	(15,167.62)
Check	10/26/2016	online	Michelle Gehlsen	LOGG4-V63B0	(24.84)	(15,192.46)
Check	10/26/2016	online	Douglas Fair	LOGG7-3RFG1	(32.40)	(15,224.86)
Check	10/26/2016	online	Linda Coburn	LOGG9-LLD6L	(33.48)	(15,258.34)
Check	10/26/2016	online	Joseph Burrows	LOGGL-N8KC5	(25.20)	(15,283.54)
Check	10/26/2016	online	Scott Ahlf	LOGGN-VBF3M	(54.00)	(15,337.54)
Check	10/26/2016	online	Michael Evans	LOGFZ-HH7T1	(15.93)	(15,353.47)
Check	10/26/2016	online	Melanie Stewart	October Invoice LOGH0-MD6RC	(2,000.00)	(17,353.47)
Check	10/26/2016	online	Susanna Kanther	LOGHH-5SSPV	(670.52)	(18,023.99)
Check	10/26/2016	online	Ingallina's Box Lunch	LOGJ2-YGVVM	(802.31)	(18,826.30)
Check	10/26/2016	online	The Deli	LOGJ8-RP498	(17.41)	(18,843.71)
Check	10/26/2016	online	Scott Ahlf	LOGJK-G3T45	(84.80)	(18,928.51)
Check	10/26/2016	online	Marybeth Dingedy	LOGJS-9HX8C	(36.88)	(18,965.39)
Check	10/26/2016	online	Bruce Welss	LOGK5-SJY21	(44.28)	(19,011.67)
Check	10/26/2016	online	Samuel G. Meyer	LOGKB-F80XV	(54.00)	(19,065.67)
Check	10/26/2016	online	Chris Culp	LOGKJ-9VVVP	(161.00)	(19,226.67)
Check	10/26/2016	online	Marilyn Haan	LOGKQ-XQHS9	(156.12)	(19,382.79)
Check	10/26/2016	online	Mary C. Logan	LOGLO-6TXQW	(9.40)	(19,392.19)
Check	10/26/2016	online	James Doctor	LOGL5-HW441	(64.40)	(19,456.59)
Check	10/26/2016	online	Lisa Worswick	LOGLC-8Q33C	(10.28)	(19,466.85)
Check	10/26/2016	online	Timothy Jenkins	LOGLH-099KB	(9.72)	(19,476.57)
Check	10/26/2016	online	Richard McDermott	LOGLS-2L01P	(27.00)	(19,503.57)
Transfer	10/26/2016			Funds Transfer	2,000.00	(17,503.57)
Check	10/26/2016	online	Administrative Office of the Courts	LOGMC-K3KQA	(2,007.89)	(19,511.46)
Check	10/31/2016	online	Pierce County Bookkeeping	LOGFSG-01ZD	(225.00)	(19,736.46)
Check	10/31/2016			Service Charge	(14.00)	(19,750.46)
Check	11/04/2016	online	Susan Woodard	LOGFL-LPKB9H	(61.00)	(19,811.46)
Check	11/04/2016	online	Edmond Muni Court	LOGWR-1201	(109.52)	(19,920.98)
Check	11/04/2016	online	James Doctor		(65.40)	(19,986.38)
Check	11/07/2016	online	Melanie Stewart	November Invoice 4384 L1NX7-8TZWN	(2,000.00)	(21,986.38)
Transfer	11/07/2016			Funds Transfer	2,000.00	(19,986.38)
Check	11/07/2016	online	Cave B	LOGD4-MBBDZ	(2,326.32)	(22,312.70)
Check	11/11/2016	online	David A. Steiner	L2255-3Q8D4	(24.84)	(22,337.54)
Check	11/11/2016	online	Kevin Ringus	L225G-X8GBZ	(21.80)	(22,359.14)
Check	11/11/2016	online	Michael J. Jambo	L225W-22W9M	(25.92)	(22,385.06)
Check	11/11/2016	online	Samuel G.	L225Y-WJ04X	(54.00)	(22,439.06)
Check	11/11/2016	online	Janet Garrow	L2266-DeQNN	(14.04)	(22,453.10)
Check	11/11/2016	online	Mary C. Logan	L226D-8QM1Q	(19.18)	(22,472.28)
Check	11/11/2016	online	Linda Coburn	L226H-BLSGD	(34.56)	(22,506.84)
Check	11/11/2016	online	Scott Ahlf	L226K-JZ038	(179.02)	(22,685.86)
Check	11/11/2016	online	Tracy A. Strickland	L226P-HFBTZ	(154.44)	(22,840.30)
Transfer	11/11/2016			Funds Transfer	30,000.00	7,160.70
Check	11/20/2016	online	Pierce County Bookkeeping		(247.50)	6,912.20
Check	11/21/2016	online	Marilyn Haan	L31RW-5N44C	(1,050.00)	5,862.20
Check	11/21/2016	online	AC	L31SG-2GWQ7	(2,019.31)	3,842.89
Check	11/21/2016	online	Susanna Kanther	L31SS-5Y4QC	(300.00)	3,542.89
Check	11/23/2016	online	Thurston County District Court	L37WL-QNNTM	(135.58)	3,407.31
Check	11/29/2016	online	Michelle Szambelan	L3VTZ-7689M	(439.22)	2,968.09
Check	11/29/2016	online	Ingallina's Box Lunch	L3VV8-BV7N4	(332.28)	2,635.81
Total Bank of America - Checking					2,635.81	2,635.81
Bank of America - Savings						
Deposit	07/31/2016			Interest	0.40	0.40
Deposit	08/31/2016			Interest	0.40	0.80
Transfer	09/13/2016			Funds Transfer	(5,000.00)	(4,999.20)
Transfer	09/20/2016			Funds Transfer Confirmation Number 3547532...	(7,000.00)	(11,999.20)
Deposit	09/30/2016			Interest	0.30	(11,998.90)
Transfer	10/26/2016			Funds Transfer	(7,000.00)	(18,998.90)
Transfer	10/26/2016			Funds Transfer	(2,000.00)	(20,998.90)
Deposit	10/31/2016			Interest	0.17	(20,998.73)
Transfer	11/07/2016			Funds Transfer	(2,000.00)	(22,998.73)
Check	11/30/2016			Service Charge	(5.00)	(23,003.73)
Deposit	11/30/2016			Interest	0.02	(23,003.71)
Total Bank of America - Savings					(23,003.71)	(23,003.71)

Washington State DMCJA
Transaction Detail by Account
 July through November 2016

Type	Date	Num	Name	Memo	Amount	Balance
US Bank - Savings						
Deposit	07/31/2016			Interest	8.52	8.52
Deposit	08/31/2016			Interest	8.52	17.04
Deposit	09/30/2016			Interest	8.25	25.29
Transfer	11/11/2016			Funds Transfer from US Bank	(30,000.00)	(29,974.71)
Total US Bank - Savings					(29,974.71)	(29,974.71)
Washington Federal						
Deposit	07/31/2016			Interest	3.82	3.82
Deposit	08/22/2016			Deposit	25.00	28.82
Deposit	08/31/2016			Interest	3.82	32.64
Deposit	09/30/2016			Interest	3.70	36.34
Total Washington Federal					36.34	36.34
Accumulated Depreciation						
General...	07/31/2016	CEH			(9.58)	(9.58)
General...	08/31/2016	CEH			(9.58)	(19.16)
General...	09/30/2016	CEH			(9.58)	(28.74)
General...	10/31/2016	CEH			(9.58)	(38.32)
General...	11/30/2016	CEH			(9.58)	(47.90)
Total Accumulated Depreciation					(47.90)	(47.90)
Prepaid Expenses						
General...	07/31/2016			1/12 of Contract	(3,083.33)	(3,083.33)
General...	08/31/2016			1/12 of Contract	(3,083.33)	(6,166.66)
General...	09/30/2016	CEH		1/12 of Contract	(3,083.33)	(9,249.99)
General...	10/31/2016	CEH		1/12 of Contract	(3,083.33)	(12,333.32)
General...	11/30/2016	CEH		1/12 of Contract	(3,083.33)	(15,416.65)
Total Prepaid Expenses					(15,416.65)	(15,416.65)
Bank of America C. C.						
Credit C...	08/15/2016		Coast Gateway	Judge Short	(213.31)	(213.31)
Credit C...	08/19/2016		Coast Gateway	Judge Short	(213.31)	(426.62)
Transfer	08/31/2016			Funds Transfer	426.62	0.00
Total Bank of America C. C.					0.00	0.00
Interest Income						
Deposit	07/31/2016			Interest	(8.52)	(8.52)
Deposit	07/31/2016			Interest	(3.82)	(12.34)
Deposit	07/31/2016			Interest	(0.40)	(12.74)
Deposit	08/31/2016			Interest	(0.40)	(13.14)
Deposit	08/31/2016			Interest	(8.52)	(21.66)
Deposit	08/31/2016			Interest	(3.82)	(25.48)
Deposit	09/30/2016			Interest	(0.30)	(25.78)
Deposit	09/30/2016			Interest	(3.70)	(29.48)
Deposit	09/30/2016			Interest	(8.25)	(37.73)
Deposit	10/31/2016			Interest	(0.17)	(37.90)
Deposit	11/30/2016			Interest	(0.02)	(37.92)
Total Interest Income					(37.92)	(37.92)
Membership Revenue						
Deposit	08/22/2016		Victoria Meadows	special fund	(25.00)	(25.00)
Total Membership Revenue					(25.00)	(25.00)
Prior Year Budget Expense						
Deposit	07/01/2016		Michelle Gehlsen	returned bill pay from 3-1-16	(24.84)	(24.84)
Check	07/19/2016	online	Melanie Stewart	June (prior budget expense)	2,000.00	1,975.16
Check	08/15/2016	online	David A. Svaren	KS0Y9-WV30XK date 6-5-16	144.97	2,120.13
Check	08/15/2016	online	Susanna Kanther	April & May KS0Y9-WJCP0	600.00	2,720.13
Check	08/18/2016	online	Dino W Traverso, PLLC	6/30/16 invoice 10833 for work ending on 6/30...	875.00	3,595.13
Check	08/17/2016	online	Susanna Kanther	June Invoice KS7CX-RJV50	300.00	3,895.13
Deposit	08/22/2016	10751	Superior Court Judges Association	From the SCJA (refund of DMCJA remaining f...	(1,283.28)	2,611.85
Check	09/02/2016	online	Superior Court Judges Association	KTRXS-KILFY	494.64	3,106.49
Check	09/20/2016	online	AOC	KVSBR-W30F3	1,903.64	5,010.13
Check	10/26/2016	online	Administrative Office of the Courts	L0GD3-0S7MC	831.32	5,841.45
Total Prior Year Budget Expense					5,841.45	5,841.45



**Washington State DMCJA
Transaction Detail by Account
July through November 2016**

Type	Date	Num	Name	Memo	Amount	Balance
4 - Board Meeting Expense						
Check	07/19/2016	online	AOC		205.77	205.77
Check	07/19/2016	online	Michael Lambo		134.87	340.74
Check	07/19/2016	online	AOC	retreat expense	112.03	452.77
Check	08/15/2016	online	Douglas B. Robinson	KS0Y9-WGKBN date 7-18-16	208.32	661.09
Check	08/15/2016	online	G. Scott Marinella	KS0Y9-WH991 date 7-14-16	860.34	1,321.43
Check	08/15/2016	online	Michael Finkle	date 7-14-16 KS0Y9-WH7F6	74.04	1,395.47
Check	08/15/2016	online	Michelle Gehlsen	7-29-16 KS0Y9-WH7F6	81.00	1,476.47
Credit C...	08/16/2016		Coast Gateway	Judge Short	213.31	1,669.78
Check	08/17/2016	online	Ingallina's Box Lunch	KS7D9-2N7Y8	440.30	2,130.08
Check	08/18/2016	online	Rick Leo	KS0Y0-WJ74G	103.52	2,233.60
Check	08/22/2016	online	Joseph Burrowes	KSRSJ-KF1ZH	25.20	2,258.80
Check	08/22/2016	online	Joseph Burrowes	KSRSJ-KF1ZH	35.20	2,297.00
Check	08/22/2016	online	Michelle Gehlsen		24.84	2,321.84
Check	08/22/2016	online	Samuel G. Meyer	KSRSJ-KJXJC	54.00	2,375.84
Check	08/22/2016	online	Scott Ahlf	KSRSJ-KK4TR	54.00	2,429.84
Check	08/22/2016	online	Kevin Ringus	KSRT1-8P9K2	21.60	2,451.44
Check	08/22/2016	online	Tracy A. Staab	KSRTG-D21GW	153.90	2,605.34
Check	08/22/2016	online	Douglas B. Robinson	KSRTS-37JSC	96.00	2,701.34
Check	08/22/2016	online	Michael Finkle	KSRTS-37JSC	18.36	2,719.70
Check	08/22/2016	online	G. Scott Marinella	KSRTZ-Z0KTN	79.20	2,798.90
Check	08/22/2016	online	David A. Steiner	KSRSJ-7XM21	16.74	2,815.64
Check	08/22/2016	online	Karen Donohue	KSRTB-L50CF	21.60	2,837.24
Check	08/22/2016	online	Mary C. Logan	KSRTB-L56Y6	18.64	2,855.88
Check	08/22/2016	online	Michael J. Lambo	KSRTB-L5DTH	25.92	2,881.80
Check	08/22/2016	online	Rick Leo	KSRTB-5P19	24.18	2,905.98
Check	09/20/2016	online	Joseph Burrowes	KWP5K-2009	41.40	2,947.38
Check	09/20/2016	online	Douglas B. Robinson	KV8PR-22009	91.80	3,039.18
Check	09/20/2016	online	G. Scott Marinella	KWS3C-KQW	239.12	3,278.30
Check	09/20/2016	online	Karen Donohue	KWS3L-7F63	142.52	3,420.82
Check	09/20/2016	online	Wade Samuelson	KWS3-26ROW	83.16	3,503.98
Check	09/20/2016	online	Charles Short	KV8PR-33Z-WG1	388.35	3,892.33
Check	09/20/2016	online	Michelle Gehlsen	KV8PR-346-H0F	109.62	4,001.95
Check	09/20/2016	online	Michael J. Lambo	KV8PR-348-AG8	138.52	4,140.37
Check	09/20/2016	online	AOC	KWSB-W30F3	2,452.23	6,592.60
Check	09/20/2016	online	Linda Coburn	KV8PR-VX0G-F9TDB	22.00	6,614.60
Check	09/28/2016	online	Judy Jasprica	KV8PR-VX0G-F9TDB	154.62	6,769.12
Check	10/26/2016	online	Douglas B. Robinson	LOGG7-6H9Y7	24.00	6,793.12
Check	10/26/2016	online	Karen Donohue	LOGG2-8DQTX	21.60	6,814.72
Check	10/26/2016	online	Michelle Gehlsen	LOGG4-V53B0	24.84	6,839.56
Check	10/26/2016	online	Douglas B. Robinson	LOGG7-3RFC1	32.40	6,871.96
Check	10/26/2016	online	Linda Coburn	LOGG9-L1D6L	33.48	6,905.44
Check	10/26/2016	online	Joseph Burrowes	LOGGL-N6KC5	25.20	6,930.64
Check	10/26/2016	online	Scott Ahlf	LOGGN-VBF3M	54.00	6,984.64
Check	10/26/2016	online	Ingallina's Box Lunch	LOGJ2-YCVVM	348.10	7,332.74
Check	10/26/2016	online	Samuel G. Meyer	LOGKB-F80XV	54.00	7,386.74
Check	10/26/2016	online	Administrative Office of the Courts	Sept Expenses	374.89	7,761.63
Check	11/04/2016	online	Edmond Muni Court	L1BWV-12Q52 Judge Coburn hotel room	109.52	7,871.15
Check	11/11/2016	online	David A. Steiner	L2255-3Q6D4	24.84	7,895.99
Check	11/11/2016	online	Kevin Ringus	L225G-X8GBZ	21.60	7,917.59
Check	11/11/2016	online	Michael J. Lambo	L225W-22W9M	25.92	7,943.51
Check	11/11/2016	online	Samuel G. Meyer	L225Y-WJ04X	54.00	7,997.51
Check	11/11/2016	online	Justin Garrow	L2268-D6QNN	14.04	8,011.55
Check	11/11/2016	online	Mary C. Logan	L228D-9QM1Q	19.18	8,030.73
Check	11/11/2016	online	Linda Coburn	L228H-BLSGD	34.56	8,065.29
Check	11/11/2016	online	Scott Ahlf	L228K-JZ0B8	179.02	8,244.31
Check	11/11/2016	online	Tracy A. Staab	L228P-HPBTZ	154.44	8,398.75
Check	11/21/2016	online	AOC	L31SG-2GWQ7	1,292.86	9,691.61
Check	11/29/2016	online	Ingallina's Box Lunch	L3VV8-BV7N4	332.28	10,023.89
Total 4 - Board Meeting Expense					10,023.89	10,023.89
5 - Bookkeeping Expense						
Check	09/07/2016	online	Pierce County Bookkeeping	KV8PR-SFV CZ July Invoice	150.00	150.00
Check	09/26/2016	online	Pierce County Bookkeeping	KWQ30-B7YC3 August Invoice	385.00	535.00
Check	10/31/2016	online	Pierce County Bookkeeping	LOFSG-5D1ZD September Invoice	225.00	760.00
Total 5 - Bookkeeping Expense					760.00	760.00
7 - Conference Calls						
Check	09/20/2016	online	AOC	KWSBR-W30F3	8.82	8.82
Check	11/21/2016	online	AOC	L31SG-2GWQ7	117.05	125.87
Total 7 - Conference Calls					125.87	125.87

**Washington State DMCJA
Transaction Detail by Account
July through November 2016**

Type	Date	Num	Name	Memo	Amount	Balance
8 - Conference Committee						
Check	09/20/2016	online	AOC	KWSBR-W30F3	0.00	0.00
Total 8 - Conference Committee					0.00	0.00
10 - Diversity Committee						
Check	08/15/2016	online	Ingallina's Box Lunch	KS0Y9-WHG7Q 7-19-16	271.56	271.56
Check	08/16/2016	online	The Deli	7-19-16	26.12	297.68
Check	09/07/2016	online	Charles Short	KVC5X-D2JT6	333.67	631.35
Check	09/20/2016	online	AOC	KWSBR-W30F3	287.20	918.55
Check	10/28/2016	online	Okanogan County District Court		619.36	1,537.91
Check	10/28/2016	online	Charles Short	LOGC0-LYHB9	243.55	1,781.46
Total 10 - Diversity Committee					1,781.46	1,781.46
11 - DMCJA/SCJA Sentencing Alt.						
Check	09/20/2016	online	AOC	KWSBR-W30F3	287.20	287.20
Check	11/21/2016	online	AOC	L31SG-2GWQ7	287.20	574.40
Total 11 - DMCJA/SCJA Sentencing Alt.					574.40	574.40
12 - DMCMA Liaison Committee						
Check	10/26/2016	online	Administrative Office of the Courts	LOGMC-K3KQX	339.20	339.20
Total 12 - DMCMA Liaison Committee					339.20	339.20
14 - Education Committee						
Credit C...	08/19/2016		Coast Gateway	Judge Sho...	213.31	213.31
Check	08/26/2016	online	Ingallina's Box Lunch	Invoice 01-31-16	31.97	245.28
Check	08/26/2016	online	Ingallina's Box Lunch	Invoice 01-31-16	206.79	452.07
Check	08/26/2016	online	Lisa O'Toole	KT54D-4...	12.74	464.81
Check	08/26/2016	online	Scott Stewart	KT54M-...	14.04	478.85
Check	08/26/2016	online	Timothy Jenkins	KT54...	9.72	488.57
Check	08/29/2016	online	Kevin McCann	KT54...	16.20	504.77
Check	08/29/2016	online	Karen Donohue	KT54...	21.60	526.37
Check	08/29/2016	online	Kelley Olwell	KT545...	172.80	699.17
Check	08/29/2016	online	Roy Fore	K336F-436W9	168.48	867.65
Total 14 - Education Committee					867.65	867.65
15 - Educational Grants						
Check	11/29/2016	online	Michelle Sz...	L3VTZ-7689M	439.22	439.22
Total 15 - Educational Grants					439.22	439.22
16 - Education - PJ Conference						
Check	09/09/2016	online	Administrative Office of the Courts	KVLD4-BYG7H	15,000.00	15,000.00
Total 16 - Education - PJ Conference					15,000.00	15,000.00
18 - Judicial Assistance Commit						
Deposit	08/22/2016	0753	Superior Court Judges Association	SCJA's 2016-2017 JASP contribution	(7,000.00)	(7,000.00)
Check	08/22/2016	online	Susanna Kanther	KSRV7-5RS1D July	300.00	(6,700.00)
Check	09/20/2016	online	AOC	KWSBR-W30F3	438.35	(6,261.65)
Check	10/26/2016	online	Barbara Barnes	LOGB1-R9S8F	778.08	(5,483.57)
Check	10/26/2016	online	Michael Evans	LOGFZ-HH7T1	15.93	(5,467.64)
Check	10/26/2016	online	Susanna Kanther	LOGHH-5SSPV	670.52	(4,797.12)
Check	10/26/2016	online	Ingallina's Box Lunch	LOGJ2-YCVVM	454.21	(4,342.91)
Check	10/26/2016	online	The Deli	LOGJ8-RP496	17.41	(4,325.50)
Check	10/26/2016	online	Marybeth Dingedy	LOGJS-9HX8C	36.88	(4,288.62)
Check	10/26/2016	online	Bruce Weiss	LOGK5-SJY21	44.28	(4,244.34)
Check	10/26/2016	online	Chris Culp	LOGKJ-9VVVP	161.00	(4,083.34)
Check	10/26/2016	online	Marilyn Haan	Incorrect address - resent 11-23-16	156.12	(3,927.22)
Check	10/26/2016	online	Mary C. Logan	LOGLO-6TXQW	9.40	(3,917.82)
Check	10/26/2016	online	James Doctor	LOGL5-HW441	64.40	(3,853.42)
Check	10/26/2016	online	Lisa Worwick	LOGLC-3QQ3C	10.28	(3,843.14)
Check	10/26/2016	online	Timothy Jenkins	LOGLLH-YG9KB	9.72	(3,833.42)
Check	10/26/2016	online	Richard McDermott	LOGLS-2BJDP	27.00	(3,806.42)
Check	10/26/2016	online	Administrative Office of the Courts	LOGMC-K3KQX	1,006.60	(2,799.82)
Check	11/04/2016	online	Susan Woodard	L1BVL-PKB9H	61.00	(2,738.82)
Check	11/07/2016	online	Cave B	L224D-MBBDZ	2,326.32	(412.50)
Check	11/21/2016	online	AOC	L31SG-2GWQ7	35.00	(377.50)
Check	11/21/2016	online	Susanna Kanther	L31SS-6Y4QC	300.00	(77.50)
Total 18 - Judicial Assistance Commit					(77.52)	(77.52)

Washington State DMCJA
Transaction Detail by Account
 July through November 2016

Type	Date	Num	Name	Memo	Amount	Balance
19 - Judicial Community Outreach						
Check	09/28/2016	online	Scott Ahlf	KXGXJ-H8175	54.00	54.00
Check	10/26/2016	online	Administrative Office of the Courts	LOGMC-K3KQX	287.20	341.20
Total 19 - Judicial Community Outreach					341.20	341.20
20 - Legislative Committee						
Check	08/17/2016	online	Ingallina's Box Lunch	KS7D9-2N7Y 8-11-16	97.29	97.29
Check	08/31/2016	online	Melanie Stewart	KTW3M-8JBKN	54.00	151.29
Check	09/02/2016	online	Robert Grim	KV6GL-42DJS	399.00	550.29
Check	09/20/2016	online	Samuel G. Meyer	KWP6K-GMKZM	54.00	604.29
Total 20 - Legislative Committee					604.29	604.29
21 - Legislative Pro-Tem						
Check	08/26/2016	online	Mary C. Logan	KY540-M43TH	42.00	42.00
Check	11/23/2016	online	Thurston County District Court	L37WL-QNTTM	135.58	177.58
Total 21 - Legislative Pro-Tem					177.58	177.58
22 - Lobbyist Contract						
General...	07/31/2016			1/12 of Contract	3,083.33	3,083.33
Check	08/16/2016	online	Melanie Stewart	July 7-8-16 Invoice 4336 KS0Y9-WHG	2,000.00	5,083.33
General...	08/31/2016			1/12 of Contract	3,083.33	8,166.66
Check	09/13/2016	online	Melanie Stewart	August Invoice 4344 K11VM-BWCC	2,000.00	10,166.66
Check	09/13/2016	online	Melanie Stewart	September Invoice 4364 K14YK-NN7	2,000.00	12,166.66
General...	09/30/2016	CEH		1/12 of Contract	3,083.33	15,249.99
Check	10/26/2016	online	Melanie Stewart	October Invoice LOGHC-MD8KJ	2,000.00	17,249.99
General...	10/31/2016	CEH		1/12 of Contract	3,083.33	20,333.32
Check	11/07/2016	online	Melanie Stewart	November Invoice 4384 K1NX7-8TZWN	2,000.00	22,333.32
General...	11/30/2016	CEH		1/12 of Contract	3,083.33	25,416.65
Total 22 - Lobbyist Contract					25,416.65	25,416.65
26 - National Leadership Grants						
Check	10/24/2016	online	Karen Donohue	L07K-16Q	985.00	985.00
Check	10/24/2016	online	Janet Garrow	7KD-3B7ML	600.00	1,585.00
Check	11/21/2016	online	Marilyn Paja	L1RW-6N44C	1,050.00	2,635.00
Total 26 - National Leadership Grants					2,635.00	2,635.00
28 - President Expense						
Check	09/20/2016	online	G. Scott Mc	KWS3C-KQWH3	100.00	100.00
Total 28 - President Expense					100.00	100.00
31 - Rules Committee						
Check	08/22/2016	online	Franklin L.	KSRTB-L4482	21.60	21.60
Total 31 - Rules Committee					21.60	21.60
32 - SCJA Board Liaison						
Check	08/22/2016	online	Scott Ahlf	KRSRJ-KK4TR	54.00	54.00
Total 32 - SCJA Board Liaison					54.00	54.00
34 - Treasurer Expense and Bond						
Check	08/22/2016	online	Scott Ahlf	KRSRJ-KK4TR	54.00	54.00
Total 34 - Treasurer Expense and Bond					54.00	54.00
36 - Trial Court Advocacy Board						
Check	11/21/2016	online	AOC	L31SG-2GWQ7	287.20	287.20
Total 36 - Trial Court Advocacy Board					287.20	287.20
99 - Depreciation Expense						
General...	07/31/2016	CEH			9.58	9.58
General...	08/31/2016	CEH			9.58	19.16
General...	09/30/2016	CEH			9.58	28.74
General...	10/31/2016	CEH			9.58	38.32
General...	11/30/2016	CEH			9.58	47.90
Total 99 - Depreciation Expense					47.90	47.90

Washington State DMCJA
Transaction Detail by Account
 July through November 2016

Type	Date	Num	Name	Memo	Amount	Balance
Bank Service Charges						
Check	10/31/2016			Service Charge	14.00	14.00
Check	11/30/2016			Service Charge	5.00	19.00
Total Bank Service Charges					19.00	19.00
Bookkeeping						
Check	11/20/2016	online	Pierce County Bookkeeping		247.50	247.50
Total Bookkeeping					247.50	247.50
Ask the client						
Check	10/26/2016	online	Scott Ahlf	emailed - waiting on response	84.80	84.80
Check	11/04/2016	online	James Doctor	emailed - waiting on response	65.40	150.20
Total Ask the client					150.20	150.20
TOTAL					0.00	0.00

CANCELLED

Other current information not included in reports

CANCELLED

DMCJA 2016-2017 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	\$1,500.00	\$0.00	\$1,500.00
4 Board Meeting Expense	\$30,000.00	\$10,023.89	\$19,976.11
5 Bookeeping Expense	\$3,000.00	\$760.00	\$2,240.00
6 Bylaws Committee	\$250.00	\$0.00	\$250.00
7 Conference Calls	\$750.00	\$125.87	\$624.13
8 Conference Committee	\$4,000.00	\$0.00	\$4,000.00
Conference Incidental Fees For Members			
9 Spring Conference 2016	\$40,000.00	\$36,980.00	\$3,020.00
10 Diversity Committee	\$2,000.00	\$1,781.46	\$218.54
11 DMCJA/SCJA Sentencing Alternatives	\$2,500.00	\$574.40	\$1,925.60
12 DMCMA Liaison	\$500.00	\$339.20	\$160.80
13 DOL Liaison Committee	\$500.00	\$0.00	\$500.00
14 Education Committee	\$14,500.00	\$867.65	\$13,632.35
15 Educational Grants	\$5,000.00	\$439.22	\$4,560.78
16 Education-PJ Conference	\$12,000.00	\$15,000.00	-\$3,000.00
17 Education-Security	\$2,000.00	\$0.00	\$2,000.00
18 Judicial Assistance Committee*	\$1,000.00	\$6,924.84	\$7,075.16
19 Judicial Community Outreach	\$4,000.00	\$341.20	\$3,658.80
20 Legislative Committee	\$4,000.00	\$604.29	\$3,395.71
21 Legislative Pro-Tem	\$2,500.00	\$177.58	\$2,322.42
22 Lobbyist Contract	\$61,000.00	\$25,416.65	\$35,583.35
23 Lobbyist Expenses	\$1,500.00	\$0.00	\$1,500.00
24 Long-Range Planning Committee	\$1,500.00	\$0.00	\$1,500.00
25 MCA Liaison	\$1,500.00	\$0.00	\$1,500.00
26 National Leadership Grants	\$5,000.00	\$2,635.00	\$2,365.00
27 Nominating Committee	\$400.00	\$0.00	\$400.00
28 President Expense	\$7,500.00	\$100.00	\$7,400.00
29 Pro Tempore (committee chair approval)	\$10,000.00	\$0.00	\$10,000.00
30 Professional Services	\$15,000.00	\$0.00	\$15,000.00
31 Rules Committee	\$1,000.00	\$21.60	\$978.40
32 SCJA Board Liaison	\$1,000.00	\$54.00	\$946.00
33 Therapeutic Courts	\$3,500.00	\$0.00	\$3,500.00
34 Treasurer Expense and Bonds	\$1,000.00	\$54.00	\$946.00
36 Trial Court Advocacy Board	\$3,000.00	\$287.20	\$2,712.80
37 Uniform Infraction Committee	\$1,000.00	\$0.00	\$1,000.00
TOTAL	\$259,400.00	\$103,508.05	\$155,891.95
TOTAL DEPOSITS MADE	\$0.00		
CREDIT CARD (balance owing)	\$0.00		

*Includes \$7,000 from the SCJA
Balance as of 12-09-2016



WASHINGTON
COURTS

DMCJA Rules Committee

Wednesday, October 26, 2016 (Noon – 1:00 p.m.)

Via Teleconference

MEETING MINUTES

Members:

Chair, Judge Dacca
Judge Buttorff
Judge S. Buzzard
Judge Fore
Judge Garrow
Judge Goodwin
Commissioner Hanlon
Judge Robertson
Judge Rozzano
Judge Samuelson
Judge Szambelan
Judge Williams
Ms. Patti Kohler, DMCMA Liaison
Ms. Tina Marusich, DMCMA Liaison

AOC Staff:

Ms. J Benway

Judge Dacca called the meeting to order at 12:00 p.m.

The Committee discussed the following items:

1. Review Proposal to Amend CrRLJ 3.2

Judge Garrow reviewed the history of proposals to amend CrRLJ 3.2, which began when the SCJA proposed that CrRLJ 3.2(b)(4) be deleted in response to the decision of *State v. Barton*. After the Supreme Court accepted the recommendation, the DMCJA requested that CrRLJ 3.2(b)(4) also be deleted so the rules could remain congruent. As this proposal drew comments that were unfavorable, not just to the DMCJA proposal but also to the previous SCJA proposal that was already in effect, the DMCJA requested that consideration of the proposal be delayed. In October, Justice Johnson, Chair of the Supreme Court Rules Committee, requested DMCJA comment on a proposal by the WSBA Council on Public Defense (CPD) to amend CrRLJ 3.2 by adding language to subsection (b)(4) rather than deleting it. Judge Marinella requested that the Rules Committee comment on the proposal.

The Committee reviewed and discussed the proposal. The Committee appreciates the CPD's efforts to preserve the option of a surety bond for defendants, but concluded that the proposal would actually prevent this from happening as defendants are often not present at ex parte proceedings in which bail is set. The Rules Committee recommends that instead of eliminating or amending the current text of CrRLJ 3.2(b)(4), a sentence be added to the end of the existing subsection that would read, "If this requirement is imposed, the court must also authorize a surety bond under section (b)(5)." This amendment would preserve the existing options and address the concern the Supreme Court raised in *Barton*. This proposal passed the Committee

unanimously. Judge Dacca will prepare a letter to the DMCJA Board with the Committee's recommendation.

2. Review IRLJ 5.1, What Orders may be Appealed

The Committee tabled discussion of this rule for a later meeting.

3. Review CrRLJ 6.1.2, Trial by the Court

The Committee determined that there was insufficient interest to pursue amending this rule.

4. Update re Proposal to Amend IRLJ 3.5

Ms. Benway stated that the proposal to amend IRLJ 3.5 to allow for video appearance in mitigation hearings was accepted by the DMCJA Board and will be submitted to the Supreme Court Rules Committee for consideration.

5. Other Business and Next Meeting Date

The next Committee meeting was scheduled for November 23 at noon but as that is the Wednesday before the Thanksgiving holiday, the Committee moved the meeting to noon on Wednesday, November 30.

There being no further business, the meeting was adjourned at 12:42 p.m.

CANCELLED

Pretrial Reform Task Force

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

From: O'Donnell, Sean
Sent: Saturday, December 03, 2016 9:59 AM
Subject: Fwd: Pre trial reform Task Force

FYI -- this is the proposal I sent Justice Yu re: the pre trial reform task force.

Sean P. O'Donnell

From: O'Donnell, Sean [Sean.ODonnell@kingcounty.gov]
Sent: Friday, November 11, 2016 3:46 PM
To: Yu, Justice Mary
Subject: Pre trial reform Task Force

Justice Yu -

As promised, I am writing to follow up on our recent conversation regarding the pre-trial reform Task force we've been discussing over the past several months.

You have expressed to me your concerns regarding the MJC's participation in the Pre Trial Justice Institute's '3Days Count' initiative as part of a joint effort among the three Task Force sponsors, MJC, SCJA and the DMCJA. Of particular concern was the Task Force's ability to maintain its independence in setting an agenda, deciding who would participate, etc. Also, you say that you were concerned about the implications of using risk assessment tools and whether the Task Force would be required to suggest or propose their use in Washington as a condition of working with PJI.

Below is an outline of key points we discussed regarding the Task Force and the participation of the three groups that would form its leadership team:

1. I remain concerned, and I believe you expressed a similar sentiment, that having the trial judges' associations as equal partners in this effort is going to provide the most successful path for implementing any reforms that the Task Force recommends. (As an important side note: both Associations feel strongly that their participation as simply stakeholders in a Supreme Court Task Force would not be a productive or acceptable arrangement);
2. We agreed that Washington State should maintain its independence in setting the Task Force's agenda(s) and selecting its participants;

3. We agreed that it is important for this Task Force to be inclusive so that all relevant stakeholders have an opportunity to have their voices heard;

4. We agreed that the Task Force should not begin with any predetermined outcomes and that the work and discussion of the Task Force should guide results and recommendations

With respect to the Pre Trial Justice Institute providing assistance to the Task Force, I proposed to you that the SCJA and DMCJA submit an application to '3Days Court' without the MJC signing on.

I envision PJI acting as an advisor/consultant to the Task Force which I believe will be a significant benefit, given PJI's experience in pre-trial reform and its work in Washington State on this very issue in Yakima County. I have reconfirmed with both the DMCJA (President Marinella) and the SCJA leadership team that they both think it is worthwhile for the respective Associations to seek PJI's assistance in this effort. At your suggestion I also spoke with Jaime Hawke of the ACLU. She told me that she had no reservations about the Task Force obtaining assistance from PJI.

Finally, on the issue of risk assessment tool(s), I want to recognize the concern that you and other stakeholders have shared about their utility and fairness. I appreciate that and agree with you that this issue should not be a prerequisite (ie, their use) to any reform package or recommendation from the Task Force.

It is also the case, as we discussed, that risk assessment tools are currently being used in Washington (see: Spokane County, Yakima County, DOC) and it would seem that a discussion regarding their efficacy and impact should be part of this Task Force's work. Whether they are appropriate for use in Washington State remains an unanswered question - one that I hope the Task Force can address and on which it potentially can provide guidance to trial judges and stakeholders throughout the state.

Here is my suggestion for next steps, assuming the MJC wishes to move forward in a joint Task Force with the trial judges' associations:

1. A leadership/Executive Team from the MJC, SCJA and DMCJA should meet in December to determine topic areas for the Task Force (e.g., subcommittees on: judicial education; pre-trial services; risk assessment; data collection/research, etc) and Task Force membership/stakeholders
2. The Exec Team should decide on a date to kick off the Task Force; decide how to manage staff/admin support; decide who should lead respective subcommittees; outline the Task Force's research objectives; decide Task Force's goals, duration, etc
3. The SCJA and DMCJA will submit a statement of interest to PJI to participate in '3Days Court'
4. The Task Force hopefully launches in the new year...and away we

go.

I hope this email captures our conversation and where we left things.

I am happy to have a follow up discussion if you need clarification on any of these thoughts/proposals. I do think this project will be more successful if we are in this together, particularly when it comes to long term buy-off from the trial judges on these issues.

The SCJA and DMCJA will likely submit a statement of interest (not a formal application) to PJI in the next week or so. Once that occurs we will work on preparing a formal application and will of course seek your input on that before submitting anything (regardless of whether MJC signs onto the application, which I understand it is not prepared to do).

If you agree with this outline and feel that this remains a viable working

arrangement, I will start to work with your staff, AOC and the DMCJA to get some dates to discuss some of the administrative and topic details listed immediately above (I only mention AOC because you may recall Callie has offered its assistance on the staffing/logistic issues).

Thanks again and I hope you are getting some well-deserved time off.

All the best,

Sean
Sean P. O'Donnell
Superior Court Judge
Department 29
King County Courthouse
Seattle, Washington 98104-2361
206-477-1501

CANCELLED



Judge Susan Woodard
Chair
Yakima Municipal Court

Judge Marybeth Dingley
Vice-Chair
Snohomish County Superior Court

Judge Jackie Shea-Brown
Benton/Franklin County Superior
Courts

Judge Chris Culp
Okanogan County Superior Court

Judge Michael Finkle
King County District Court

Judge Timothy Jenkins
Sumner Municipal Court

Judge Karli K. Jorgensen
Kent Municipal Court

Judge Bruce Weiss
Snohomish County Superior Court

Judge Lisa Worwick
Court of Appeals, Division I

Dr. Susanna N. Kanther-R...
Psy.D., M.S., C.A.M.F.

*Established to prevent or
alleviate problems on and off
the bench before they impact a
judicial officer's performance.*

TO: Judge Michael T. Downes, President
Superior Court Judges' Association

Judge G. Scott Marinella, President
District and Municipal Court Judges' Association

FROM: Judge Susan J. Woodard, Chair
Judicial Assistance Services Program Committee

DATE: October 20, 2016

RE: Amendments to the JASP Bylaws

The JASP committee held a retreat April 13, 2016 where we reviewed the current JASP bylaws and would like to make the following amendments.

Article III – Membership, Section C

The JASP committee has consented with having an appellate representative on the committee and would like to make the addition of non-voting appellate members possible.

ARTICLE III Membership

(A) Membership shall consist of eight (8) members of which four (4) shall be appointed by the President of the SCJA and four (4) appointed by the President of the DMCJA.

(B) Each member shall be appointed by the respective President for a two-year term. For the first cycle, each President shall appoint two (2) members for a one-year term and two (2) members for a two-year term.

(C) In addition to members identified in paragraph III (A), at the request of the JASP Executive Committee, there may be two non-voting appellate court members which may be from either level of the appellate courts. Court of Appeals members will be appointed by the Presiding Chief Judge of the Court of Appeals and Supreme Court members will be appointed by the Chief Justice of the Supreme Court. Appellate Court members shall serve a two year term.

(D) Terms of membership shall begin September 1st of the year appointment.

Article VII – Voting

Deleting the word voting.

ARTICLE VII

Voting

Each member of the Committee shall have one vote. All decisions shall be made by a majority vote of those present and voting providing that there is one affirmative vote from a DMCJA and SCJA member. The services provider/clinical consultant shall not vote on matters related to compensation for contracted services.

Article VIII – Ad Hoc Members

Re-writing the current sentence for clarity.

ARTICLE VIII

Ad Hoc Members

~~The Chair, with the concurrence of the Vice-Chair, may appoint ad hoc members to assist the Committee. Ad Hoc Members may be appointed by the Chair with the concurrence of the Vice Chair to assist the Committee.~~

We have attached a full copy of the JAC bylaws with the proposed changes for your review and approval.

If you have any questions or concerns do not hesitate to contact me at Susan.Woodard@yakimawa.gov or (509) 575-3050.

CC: Ms. Judith M. Anderson
Ms. Sharon Harvey
Ms. Janet Skreen



Judicial Assistance Services Program (JASP)

A joint committee of the DMCJA and SCJA

BY-LAWS

ARTICLE I

There is established a joint committee of both the District and Municipal Court Judges Association (DMCJA) and the Superior Court Judges' Association (SCJA). This committee is effective upon ratification of the DMCJA Board and the SCJA Board. Where funding allows, the committee shall also include a Services Provider/Clinical Consultant independent contractor who need not be a judge or attorney.

ARTICLE II

Purpose

Judicial Assistance Services Program (JASP) offers confidential assistance with mental/emotional, drug, alcohol, family, health and other personal problems. Services including assessment, referral, short-term or long-term counseling, follow-up, and training.

JASP may train and use Peer Counselors to assist in fulfilling its duties.

JASP is bound by the confidentiality rule set forth in DRJ 14(e)).

ARTICLE III

Membership

- (A) Membership shall consist of eight (8) members of which four (4) shall be appointed by the President of the SCJA and four (4) appointed by the President of the DMCJA.
- (B) Each member shall be appointed by the respective President for a two-year term. For the first cycle, each President shall appoint two (2) members for a one-year term and two (2) members for a two-year term.
- (C) In addition to members identified in paragraph III (A), at the request of the JASP Executive Committee, there may be two non-voting appellate court members which may be from either level of the appellate courts. Court of Appeals members will be appointed by the Presiding Chief Judge of the Court of Appeals and Supreme Court members will be appointed by the Chief Justice of the Supreme Court. Appellate Court members shall serve a two year term.
- (D) Terms of membership shall begin September 1st of the year appointment.

ARTICLE IV
Officers

The Committee shall have two officers: a Chair and a Vice Chair. For the first cycle, the DMCJA shall appoint the Chair and the SCJA shall appoint the Vice Chair. The terms of the Chair and the Vice Chair are for two-years and the Vice Chair shall succeed the Chair at the end of the Chair's term. Upon completion of the first cycle, the Vice Chair shall succeed the Chair and the organization whose representative is not the chair shall appoint the new Vice Chair.

The officers shall have authority to create an Executive Committee to include themselves, the current AOC liaison, and the current services provider/clinical consultant. The Executive Committee shall have authority to conduct day-to-day business, as needed.

ARTICLE V
Regular Meetings

There shall be at least one yearly meeting and training session, which may be combined and as many meetings as deemed necessary by the Chair. To take any formal action, quorum consisting of four members must be present.

ARTICLE VI
Special Meetings

Special meetings may be called by the Chair or by any seven members of the Committee. Reasonable notice of a special meeting shall be given each member. To take any formal action, a quorum consisting of four members must be present except for Executive Committee meetings.

ARTICLE VII
Voting

Each member of the Committee shall have one vote. All decisions shall be made by a majority vote of those present and voting providing that there is one affirmative vote from a DMCJA and SCJA member. The services provider/clinical consultant shall not vote on matters related to compensation for contracted services.

ARTICLE VIII
Ad Hoc Members

The Chair, with the concurrence of the Vice-Chair, may appoint ad hoc members to assist the Committee. Ad-Hoc-Members may be appointed by the Chair with the concurrence of the Vice Chair to assist the Committee.

Last amended 4/2/2016

Last amended 8/22/2014

Last updated 3/6/2012

Ratified by the DMCJA Board of Governors January 2011

Ratified by the SCJA Board of Governors March 2011

N:/programs & organizations\jasp\governing documents\bylaws

CANCELLED



MUNICIPAL COURT
 33325 8th Avenue South • PO Box 9717
 Federal Way, WA 98063-9717
 (253) 835-3000
www.cityoffederalway.com

December 2, 2016

To: DMCJA Board
 From: Judge Rebecca C. Robertson, Treasurer
 Re: Budget Shortfalls and Member Dues

Dear DMCJA Board,

It is my recommendation at this time that DMCJA member dues be raised by approximately 33%.

Over the last several years, the average revenue from member dues is \$30,000. The average expenditure is \$179,000. This was done intentionally, in an effort to spend down our surplus. At the time we voted to keep dues static and provide member benefits such as conference incidental fee reimbursement, our Bank of America Savings Account held approximately \$100,000, and our US Bank surplus account also held approximately \$100,000.

At present, we have no funds available in our Bank of America Savings account, and the US Bank account is down to \$70,000.

At this point I believe it is prudent to raise dues to generate approximately \$50,000 per year in additional revenue to avoid operating at a deficit. Member dues have not been raised in eight years, and we provide substantial benefit to our members.

Here is a breakdown of possibilities.

- 1) 30% increase = yearly revenue of \$175,184
- 2) 33% increase = yearly revenue of \$183,319.22
- 3) 35% increase = yearly revenue of \$186,075.90

Judges – ¼ FT (\$750 now): 30%=975.00/ 33%=997.00/ 35%=1012.50
 Judges – ¼-3/4 (\$375 now): 30%= 487/ 33%=489.00/ 35%=506.00
 Judges – under ¼ (\$187 now): 30%= 243/ 33%=248.00/ 35%=252.45
 Comm/Mag- ¼ to FT (\$600 now) : 30%=780/ 33%=798/ 35%=810
 Comm/Mag - ¼ - ¾ (\$300 now): 30%=390/ 33%=399/ 35%=405
 Comm/Mag- under ¼ (\$150 now): 30%=195/ 33%=199/ 35%=202.50
 Associate Members: \$25

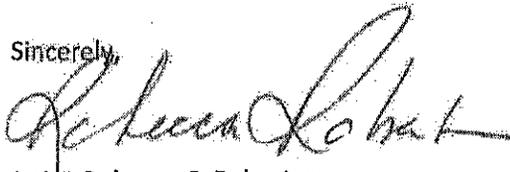
My recommendation is to adopt a 33% increase but round up to an even number for clarity.

4) 33% increase plus round up to even number = \$182,200

Due would therefore be increased as follows:

Judges $\frac{3}{4}$ to FT – \$1000.00
Judges $\frac{1}{4}$ - $\frac{3}{4}$ –\$ 500.00
Judges under $\frac{1}{4}$ - \$250.00
Comm/Mag $\frac{3}{4}$ to FT – \$800
Comm/Mag 1.4- $\frac{3}{4}$ –\$ 400
Comm/Mag under $\frac{1}{4}$ - \$200

Sincerely,



Judge Rebecca C. Robertson
Treasurer, DMCIA

CANCELLED

DMCJA Dues History

Special Fund Dues Last Assessed in 2016

	Judges			Commissioners/Magistrates			Associate Members
	3/4-full	1/4-3/4	<1/4	3/4-full	1/4-3/4	<1/4	
2016	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2015	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2014	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2013	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2012	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2011	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2010	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2009	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2008	\$ 750	\$ 375	\$ 187	\$ 600	\$ 300	\$ 150	\$ 25
2007	\$ 625	\$ 312	\$ 156	\$ 500	\$ 250	\$ 125	\$ 25
2006	\$ 625	\$ 312	\$ 156	\$ 500	\$ 250	\$ 125	\$ 25
2005	\$ 500	\$ 250	\$ 125	\$ 400	\$ 200	\$ 100	\$ 25
2004	\$ 500	\$ 250	\$ 125	\$ 400	\$ 200	\$ 100	\$ 25
2003	\$ 500	\$ 250	\$ 125	\$ 400	\$ 200	\$ 100	\$ 25
2002	\$ 500	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 25
2001	\$ 500	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 25
2000	\$ 500	\$ 175	\$ 175	\$ 175	\$ 175	\$ 175	\$ 25

Special Fund Dues Last Assessed in 2016, 2010, 2009, 2008, 2007, 2006, 2005 ...

BJA Dues Assessed (Judges Only) in 2015, 2012, 2009, 2006, 2004, 2002, 2000, 1998

From 2005-2009, if a member attended conference & did not pay both general dues & special fund, they were charged an extra fee to attend conference.

In 2007, DMCJA considered BJA dues part of "good standing," and judges had to be current w/BJA too.

Commissioners are not assessed BJA dues.

In 2016, the Board decided that BJA dues are no longer required to attain "good standing."

dmcja\dues\dues history.xlsx



**TRIAL COURT
ADVOCACY BOARD**

There is no strength without unity – Ní neart go cur le chéile

November 18, 2016

VIA EMAIL

Honorable Michael T. Downes
President, Superior Court Judges' Association
3000 Rockefeller Ave., MS 502
Everett, WA 98201-4046

Honorable G. Scott Marinella
President, District and Municipal Judges' Association
535 Cameron St.
Dayton, WA 99328-1361

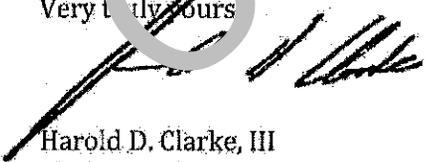
Dear Judge Downes and Judge Marinella:

Attached are proposed court rule and minimum standards addressing trial court security, drafted by the Trial Court Security Committee, chaired by Judge Rebecca Robertson. The rule and standards are the result of thoughtful consideration, input from security experts, and review of court security materials from many jurisdictions. The Trial Court Advocacy Board (TCAB) has approved the rule and standards. TCAB requests that both of your associations review the rule and standards, and we ask that you approve them for submission to the Supreme Court.

Please let me know if you have questions.

Thank you for your consideration of this matter.

Very truly yours,


Harold D. Clarke, III
Chair, TCAB

Attachments

cc: TCAB Members
Trial Court Security Committee

PROPOSED GENERAL RULE 36

Trial Court Security

- (a) Purpose. A safe courthouse environment is fundamental to the administration of justice. Employees, case participants, and members of the public should expect safe and secure courthouses. This rule is intended to encourage incident reporting and well-coordinated efforts to provide basic security and safety measures in Washington courts.
- (b) Definition. "Incident" is defined as a threat to or assault against the court community, including court personnel, litigants, attorneys, witnesses, jurors or others using the courthouse. It also includes any event or threatening situation that disrupts the court or compromises the safety of the court community.
- (c) Incident Reports.
 - (1) Reporting Method.
 - (A) The court should make a record of each incident as soon as practicable, but no later than two days after the incident. The report shall be kept on file by the local court administrator.
 - (B) The court shall report all incidents electronically to the Administrative Office of the Courts on the AOC Threat/Incident Report Form within one week of the incident.

(d) Court Security Committee.

(1) Role. Each trial court should form a Court Security Committee to coordinate the adoption of court security policies and make recommendations regarding security protocols, policies, and procedures necessary to protect the public, court personnel and users, and court facilities. The Court Security Committee should adopt a Court Security Plan and thereafter revise the Plan as may be necessary.

(2) Committee Composition. The Presiding Judge for each court should convene a Court Security Committee meeting and invite representatives from the following:

- (A) Judicial Branch;
- (B) Court Clerical Staff;
- (C) Prosecuting Authority's Office;
- (D) Public Defender's Office;
- (E) Executive Branch;
- (F) Law Enforcement;
- (G) Facilities/Maintenance Department;
- (H) Any other agency of government housed in the same building;
- (I) Any other person the presiding judge deems appropriate;

(e) Court Security Plan. Each Court Security Committee should create a Court Security Plan for each courthouse location. Every Court Security Plan shall endeavor to meet or exceed the minimum

standards contained in the most current Minimum Security Standards Resolution (MSSR) adopted by the Trial Court Advocacy Board. Should the Court Security Plan fail to meet the MSSR, the Court Security Plan shall include a statement as to why the minimum standards were not met. If a Court Security Plan is adopted, the Court Administrator shall keep the Plan on file and accessible to the court community. The Court Security Plan should be in writing and should address:

(1) Routine security operations, including security screening for persons entering the court facility, secure storage of weapons not permitted in the courthouse, parking, landscaping, interior and exterior lighting, interior and exterior doors, intrusion and detection alarms, window security, protocol for building access for first responders, and provision of building floor plans for first responders;

(2) Written or oral threats or declarations of intent to inflict pain or injury upon anyone in the court community;

(3) Physical layout of court facility and escape routes;

(4) Threats – in court or by other means (telephone, e-mail, website, etc.);

(5) Bomb threat;

(6) Hostage situation;

(7) Weapons in the court facility;

(8) Active shooter;

(9) Escaped prisoner;

(10) High risk trial plan;

(11) Routine security operations;

(12) Threat and security incident response techniques in and around the court facility which may include how to diffuse situations and remain calm during an incident;

(13) Personal safety techniques in and around the court facility;

(14) Dealing with irate and abusive individuals.

(f) Security Drills – Each court may hold security drills, the scope and content as determined by the Court Security Committee. The timing and frequency of security drills shall be determined by the Presiding Judge in consultation with other authorities in the courthouse. Drills should include all court personnel, prosecutors, defense attorneys, law enforcement, and other regular court users.

**Minimum Security Standards Resolution
Trial Court Advocacy Board
November 2016**

WHEREAS, the Trial Court Advocacy Board and the Trial Court Security Committee through collaboration have developed Minimum Security Standards for all courts in Washington

NOW, THEREFORE, BE IT RESOLVED that the Trial Court Advocacy Board adopts the following as Minimum Security Standards referenced in GR 36:

- 1. Policy and Procedure Guide for all court and clerk personnel.**
Trial courts shall develop a Court Security Policy and Procedure Guide, using as examples the guides from Spokane County and Seattle Municipal Court, which guides are available from the Administrative Office of the Courts.
- 2. Weapons screening by uniformed security personnel at all public entrances.**
Uniformed security personnel shall perform weapons screening at all public entrances, using as a minimum metal-detector wand screening and physical examination of bags, briefcases, packages, etc.
- 3. Security audits every three years.**
Trial courts shall conduct a security audit at least every three years. Following the audit, any updates to the Court Security Policy and Procedure Guide shall be disseminated to all court and clerk personnel.
- 4. Security cameras recording with loops of at least 7 days, with signage that recording is taking place.**
Security cameras shall be placed at strategic locations as determined by the Court Security Committee, with signs posted nearby advising that recording is taking place. Security camera footage shall be retained for at least 7 days.
- 5. Duress alarms at multiple strategic locations, such as clerk's office, administration, and courtrooms, with broadcasting to the nearest law enforcement agency with jurisdiction over the court site.**
Easily accessible and discreetly placed duress alarms shall be located at multiple strategic locations as determined by the Court Security Committee. The duress alarm shall broadcast to the law enforcement agency that has jurisdiction to respond to the site, and which is closest to the site.
- 6. Emergency notification broadcast system in place, with standardized color coding, and all personnel trained on the system.**

An emergency notification broadcast system shall be established with standardized color coding denoting the level of emergency. All court and clerk personnel shall be trained on use of the system.

7. Active shooter training for all court and clerk personnel.

Active shooter training shall be delivered to all court and clerk personnel. Training shall be conducted as recommended by the security audit.

CANCELLED



DMCJA Bylaws Committee Report

November 2016

Committee Members:

Commissioner Kipling, Chair
Judge Gregory
Judge Hedine
Judge Phillips

AOC Staff:

Ms. J Benway

The DMCJA Board requested that the Bylaws Committee consider proposing a Bylaws amendment that would add a representative from "central" Washington to the DMCJA Nominating Committee. The Nominating Committee currently has representatives from four geographic areas in Washington: northeastern, southeastern, northwestern, and southwestern. After consideration of the proposal and review of the section pertaining to the Nominating Committee, the Bylaws Committee determined that presenting this option to the membership would be in the best interests of the DMCJA. Therefore, the Bylaws Committee recommends the following amendment be presented to the DMCJA membership for approval:

Proposed amendment to DMCJA Bylaws Article X, Sec. 2
ARTICLE X Committees

Section 1. Membership of Committees:

[no change]

Section 2. Committee Functions:

(a) Nominating Committee:

- (1) The Nominating Committee shall serve for one year and shall consist of not less than five ~~six~~ members with at least one member from each of the following ~~four~~ five geographic areas: northeastern, southeastern, northwestern, and ~~and~~ southeastern, and central Washington, and one member-at-large.
- (2) [no change]
- (3) [no change]
- (4) [no change]

Greetings Judge Marinella-

I am one of the co-chairs of the 2017 Judicial Institute. We are a collaborative initiative comprised of Washington State's bar associations, law schools, and judges. Our mission is to provide training and mentorship to attorneys from diverse backgrounds in order to prepare them for a career in the judiciary. Our next training is scheduled for January 2017. DMCJA members serve as faculty at our training events, and also serve as mentors to our program fellows. The DMCJA has historically sponsored the Judicial Institute, and we are asking you to do so again this year. Last year, the DMCJA sponsored the Judicial Institute at the \$500 level. It is our hope that you will match or exceed that contribution this year. Attached is our formal request letter, we well as our sponsorship form. If you have any questions, please do not hesitate to contact me.

Warm regards,

Johanna Bender
Judge, King County Superior Court
516 3rd Ave., Room E955
Seattle, WA 98104
Johanna.Bender@kingcounty.gov
(206) 477-1495

CANCELLED

JUDICIAL INSTITUTE

A collaboration project of the minority bar associations, state and local bar associations, judicial organizations, law schools, and the Washington Initiative for Diversity

January 20 – January 21, 2017, Seattle University School of Law

December 5, 2016

Dear District and Municipal Court Judges' Association,

In 2013, approximately 92 (out of 209) judges in courts of limited jurisdiction and 116 (out of 189) superior court judges were over the age of 60 in Washington. That means a large number of Washington's judges will be retiring soon. Who will fill their shoes?

Our judicial system is better served when it reflects the richness and diversity of the communities and populations throughout the State of Washington. A judiciary with varied perspectives, varied life experiences, varied professional experiences, and varied backgrounds enhances justice.

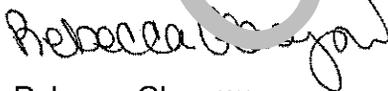
If we want to fill judicial vacancies around the state with diverse attorneys, we need to educate and prepare qualified attorneys from diverse backgrounds for judicial appointment or election. The Judicial Institute offers first-hand insights from sitting and retired judges from across the state, MBA judicial evaluation committee members, and current and former General Counsel to the Governor, as well as judicial mentorship. To date, the Judicial Institute has 11 former fellows who have joined the bench.

This year, we are expanding the Judicial Institute to provide one and a half days of intensive training, followed by one-on-one mentorship. Many judges and lawyers from across the state will be donating countless hours to this effort; however, we still have fixed costs. The Judicial Institute can only offer this training and mentorship if its constituent organizations contribute financially.

Please consider sponsoring the 2017 Judicial Institute at one of the four available levels: Champion (\$1,000), Advocate (\$500), Supporter (\$300), or Friend (\$200). A sponsorship form is enclosed.

Thank you for your consideration and we will contact you to follow up. Please feel free to contact me 360-359-2444 or becca_glasgow@hotmail.com with any questions.

Sincerely,



Rebecca Glasgow
Judicial Institute Steering Committee

JUDICIAL INSTITUTE

A collaboration project of the minority bar associations, state and local bar associations,
judicial organizations, law schools, and the Washington Initiative for Diversity

January 20 – January 21, 2017
Seattle University School of Law

SPONSORSHIP FORM

Name of Organization: _____

Contact: _____ Contribution Amount: \$ _____

Phone: _____

E-mail: _____

Address: _____

City: _____ State: _____ Zip code: _____

CONTRIBUTION LEVELS

CHAMPION \$1,000 and above

ADVOCATE \$500 to \$999

SUPPORTER \$300 to \$499

FRIEND \$200 to \$299

CONTRIBUTOR up to \$199

Make check payable to the **"WA Initiative for Diversity"** and mail check and form to:
(be sure to write **"Judicial Institute"** in the memo line)

WA Initiative for Diversity
Post Office Box 1985
Seattle, WA 98111-1985

The Initiative for Diversity is a 501(c)3 non-profit organization. Your contribution is tax deductible to the extent allowed by law. Federal EIN: 26-3378690.

Contact Information:

Becca Glasgow, Fundraising Chair, 360-359-2454 or becca_glasgow@hotmail.com

The Board of Governors shall support and encourage legal and judicial associations such as the Washington State Bar Association, the Washington State Minority and Justice Commission, the Washington State Gender and Justice Commission, and the minority bar associations in their effort to provide opportunities for appointment and/or election of individuals of diversity to the judiciary.

ARTICLE IV - Dues

Section 1. Amount of Dues:

The annual membership dues of the Association for the calendar year shall be set by the Board.

Section 2. Method of Payment:

All dues shall be paid by February 15th of each year. If dues are not paid by said date, a demand for their payment shall be made to the judge.

Judges sitting in more than one court are responsible for ensuring that full dues are paid. The judge is responsible for apportionment of payments between courts in which the judge sits.

Section 3. Delinquency:

After May 1, a non-paying member shall not be a member in good standing or entitled to any rights or privileges of active membership and shall be so noted in writing by the Secretary-Treasurer.

Section 4. Application of Dues:

Application of dues is dependent upon whether the dues are paid by the judge personally or by a governmental entity. If paid by the judge, the dues are associated with the judge and if the judge is replaced mid-term, the successor judge must also pay dues. If paid by a governmental entity, then the dues are associated with the position and if a judge is replaced mid-term, the dues shall be applied to the successor judge. The judge should clarify when the payment is made if the judge is paying personally or the governmental entity is paying the dues.

ARTICLE V - Officers

Section 1. Designated:

The elective officers of the Association shall be a President, a President-Elect, a Vice President, a Secretary-Treasurer, and nine members-at-large

of the Board of Governors. All officers must be members in good standing in the Association to be eligible to hold office. The President, President-Elect, Vice President, Secretary-Treasurer and Immediate Past-President shall be members of the Board of Governors. Additionally, the Chair of the Legislative Committee shall serve as an ex-officio, non-voting member of the Board of Governors.

Section 2. Duties of Officers:

- (a) The President shall be the official representative of the Association. The President shall preside at all meetings of the Association and shall call special meetings as provided by Article VI, Section 2. The President shall appoint the Chair of all committees except the Nominating Committee. The President shall perform all other duties incident and pertaining to the office of President.
- (b) The President-Elect shall perform such duties as may be delegated by the President and shall be an *ex officio* member of the Board for Judicial Administration. The President-Elect shall automatically accede to the office of President on the 1st day of June, or at the conclusion of the Annual Meeting, whichever last occurs, of the year following his/her election to the office of President-Elect unless a petition shall be filed with the Secretary-Treasurer of the Association not less than thirty (30) days prior to the regular scheduled Spring Conference. Such petition shall request election to the office of President at the Spring Conference and must be signed by not less than twenty-five percent (25%) of the eligible membership. Upon filing of such a petition, an election to the office of President will be held at the Spring Conference. The President-Elect shall preside at meetings and perform the duties of the President in the absence or disability of the President.
- (c) The Vice-President shall perform such duties as may be delegated by the President and shall Chair the Long Range Planning Committee. The Vice-President shall preside at meetings and perform the duties of the President-Elect in the absence or disability of the President or President-Elect.

The Vice-President shall also serve as the Special Fund Custodian. It shall be the Special Fund Custodian's duty to receipt Special Fund contributions, timely deposit all receipts and pay invoices as approved by the Board and to make other expenditures that are authorized by the "Special Fund Policies and Use Criteria." The Special Fund Custodian shall report to the Board and DMCJA membership as required by the "Special Fund Policies and Use Criteria." The Special Fund Custodian is responsible for managing the Special Fund account in accordance with the "Special Fund Policies and Use Criteria." If sound principles of money management require the "Special Fund Policies and Use Criteria"

to be amended, the Special Fund Custodian shall make such recommendations to the Board.

- (d) The Secretary-Treasurer shall keep a full and complete record of the meetings of the Association and the Board of Governors. The Secretary-Treasurer shall keep a copy of the Bylaws of the Association and have them available for reference at all meetings of the Association and the Board of Governors. The Secretary-Treasurer shall give written notice of the Annual Meeting and such special meetings as may be called to all members in good standing of the Association. Such written notice may be given by mail or email. The Secretary-Treasurer shall be responsible for collecting all dues and shall receive all money due the Association. The Secretary-Treasurer shall pay all bills according to procedures established by the Board of Governors. The Secretary-Treasurer shall keep an accurate account of all money received and disbursed and shall provide a written financial statement to each member by the Annual Meeting State Judicial Conference and to each member of the Board of Governors by the Annual Meeting State Judicial Conference and such other Board meetings as may be called. The Secretary-Treasurer shall be bonded in favor of the Association in the principal sum of not less than \$35,000 by a recognized bonding company, the premium to be paid by the Association. The Secretary-Treasurer's Annual Report shall be reviewed by the Auditing Committee to be appointed by the President.

Section 3. Election of Officers:

Election of all officers and members-at-large of the Board of Governors shall be held at the Spring Conference. Terms of office shall commence on June 1st of each year or at the conclusion of the Annual Meeting, whichever first occurs.

- (a) The election shall be by ballot at the Spring Conference.
- (b) All Officers and Board members shall serve until their successors are elected and installed.
- (c) An Officer or Board member shall not serve more than one term in the same office consecutively, however, an Officer or Board member may serve an unexpired term, less than a full term, and then serve a consecutive term.
- (d) A member may not hold more than one elected office within the Association at the same time.

Section 4. Vacancies:

All vacancies in office except that in the office of President shall be filled by a member of the Association appointed by the President with ratification of the Board of Governors. A vacancy in the Presidency shall be filled by the President-Elect until the next regular session.

ARTICLE VI - Meetings and Quorum

Section 1. Association Meetings:

The Association shall meet annually in the state of Washington at a date, time and place to be determined by the Board of Governors. This meeting shall be known as the Annual Meeting and will be held at Spring Conference. An additional membership meeting will be held in conjunction with the Washington Judicial Conference. Written notice of the Annual Meeting shall be sent to all members in good standing by the Secretary-Treasurer at least 30 days in advance.

Section 2. Special Meetings:

The President with the consent of a majority of the Board of Governors may call a special meeting, provided that written notice of the date, time and place, and business to be brought before the special meeting shall be sent to all members of the Association.

Section 3. Quorum:

A quorum for the Annual Meeting of the Association shall be one-sixth of the active membership. A quorum for the special meeting shall be one-fourth of the active membership.

Section 4. Executive Session:

- (a) Upon a majority vote, the Board of Governors may call an executive session to discuss matters involving security, appointment to open positions, potential litigation or other matters deemed confidential. A motion to enter executive session shall set forth the general purpose of the executive session, which shall be included in the general minutes.
- (b) No active member of the Association present at a Board of Governors' meeting shall be excluded from attending an executive session.
- (c) Administrative Office of the Courts staff may be present during an executive session at the discretion of the President or Board member acting on the President's behalf.