



**DISTRICT AND MUNICIPAL
COURT JUDGES' ASSOCIATION**

BOARD MEETING

April 14, 2017

**AOCSEATAC OFFICE
SEATAC, WASHINGTON**

DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION SCHEDULE OF BOARD MEETINGS

2016-2017

DATE	TIME	MEETING LOCATION
Friday, July 8, 2016 CANCELLED	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, Aug. 12, 2016	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Sunday, Sept. 11, 2016	9:00 a.m. – 12:00 p.m.	2016 Annual Judicial Conference, Spokane, WA
Friday, Oct. 14, 2016	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, Nov. 4, 2016	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, Dec. 9, 2016 CANCELLED	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, Jan. 13, 2017	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, Feb. 10, 2017	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, March 10, 2017	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, April 14, 2017	12:30 – 3:30 p.m.	AOC SeaTac Office Center
Friday, May 12, 2017 & Saturday, May 13, 2017	May 12: 12:00-5:00 p.m. May 13: 9:00-1:00 p.m.	The Chrysalis Inn Bellingham, WA
June 4, 2017	9:00 a.m. – 12:00 p.m.	Davenport Grand Hotel Spokane, WA

AOC Staff: Sharon Harvey

Updated: January 25, 2017



DMCJA BOARD MEETING
FRIDAY, APRIL 14, 2017
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 – March 10, 2017 | 1-7 |
| B. Treasurer’s Report – <i>Judge Meyer</i> | |
| C. Special Fund Report – <i>Judge Robertson</i> | |
| D. Standing Committee Reports | |
| 1. Legislative Committee – <i>Judge Meyer</i> | |
| a. Minutes for September 9, 2016 | 8-10 |
| b. Minutes for October 14, 2016 | 11-13 |
| 2. Rules Committee Minutes for February 22, 2017 | 14-15 |
| 3. Conference Planning Committee | |
| a. Minutes for March 9, 2017 | 16-17 |
| b. Draft Minutes for March 23, 2017 | 18-19 |
| E. Trial Court Advocacy Board (TCAB) | |
| F. Judicial Information Systems (JIS) Report – <i>Ms. Vicky Cullinane</i> | |

Liaison Reports

- A. District and Municipal Court Management Association (**DMCMA**) – *Ms. Paulette Revoir*
- B. Misdemeanant Corrections Association (**MCA**) – *Ms. Melissa Patrick*
- C. Superior Court Judges’ Association (**SCJA**) – *Judge Sean O’Donnell*
- 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*

Action

- | | |
|--------------------------------|----|
| A. BJA Staggered Term Proposal | 20 |
|--------------------------------|----|

<p>Discussion</p> <ul style="list-style-type: none"> A. Judicial Assistance Services Program (JASP) Update – <i>Judge Timothy Jenkins</i> B. Senate Bill 6360, <i>Consolidation of Traffic-Based Financial Obligations</i>, Workgroup– <i>Judge Elizabeth Cordi-Bejarano</i> C. Courthouse Security Rule Update – <i>Judge Rebecca Robertson</i> D. Lake Forest Park Municipal Court: Mayor’s proposed Termination of Court E. Implicit Bias Jury Instructions – <i>Judge Linda Coburn</i> F. DMCJA Finances – Whether to Reduce the Number of Banks holding DMCJA Funds 	<p>21-22 23 24-28 29 30-39</p>
<p>Information</p> <ul style="list-style-type: none"> A. There are two vacant DMCJA Representative Positions for the Presiding Judge and Administrator Education Committee. B. There is a vacant DMCJA Representative Position for the WSBA Council on Public Defense Committee. C. The Washington State Association of Drug Court Professionals is hosting its annual drug court conference October 27, 2017 at the Southcenter DoubleTree Hotel in Seattle, WA. Dr. Doug Marlowe will be the main speaker. 	
<p>Other Business</p> <p>The next DMCJA Board Meeting is May 13, 2017, 11:10 a.m. to 1:00 p.m., at the Chrysalis Inn, Bellingham, WA.</p>	
<p>Adjourn</p>	
<p>Persons with a disability, who require accommodation, should notify Susan Peterson at 360-705-5278 or susan.peterson@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, March 10, 2017, 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 Linda Coburn (via phone)
Judge Karen Donohue
Judge Douglas Fair
Judge Michael Finkle
Judge Michelle Gehlsen
Judge Michael Lambo
Judge Mary Logan (non-voting)
Judge Samuel Meyer
Judge Kevin Ringus (non-voting)
Judge Rebecca Robertson (via phone)
Judge Douglas Robinson
Judge Charles Short (via phone)
Judge Tracy Staab
Judge David Steiner

Members Absent:

Judge Janet Garrow (non-voting)
Judge Judy Jasprica (non-voting)
Commissioner Rick Leo

Guests:

Judge Sean O'Donnell, SCJA (via phone)
Mr. Loyd Willaford, WSAJ

AOC Staff:

Ms. J Benway (via phone)
Ms. Vicky Cullinane
Ms. Sharon R. Harvey
Ms. Susan Peterson

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 12:42 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 February 10, 2017 Minutes, with corrections to non-substantive clerical errors.

B. Treasurer's Report

M/S/P to approve the Treasurer's Report. Judge Meyer reported that money is coming in and bills are being paid from DMCJA financial accounts. In follow up to the last Board meeting, it was confirmed that the current FDIC limits are still at two hundred and fifty thousand dollars (\$250,000). It was suggested that funds could be moved to two banks instead of three, and the special fund could be kept in a separate bank. Judge Marinella asked that this be put on for discussion at the April Board meeting with specific numbers at that time. He would like to know what Judge Meyer and Judge Robertson think at that time after the figures are discussed.

C. Special Fund Report

M/S/P to approve the Special Fund report. Judge Robertson provided the Special Fund report.

D. Standing Committee Reports

1. Legislative Committee

Judge Meyer provided a legislative update on DMCJA proposed bills. He reported that House Bill (HB) 1199/ Senate Bill (SB) 5203, *Allowing Youth Courts to have Jurisdiction over Transit Infractions*, passed out of the House unanimously, and the bill will have a hearing in the Senate. He informed that HB 1478/SB 5342, *Discover Pass Penalty Distribution*, was amended in the Senate to apply to small counties. A second

amendment prevents these small counties from retaining non-interest monies if the county has a 12% or higher discover pass dismissal rate. Judge Meyer further reported that HB 1221, *Solemnization of Marriages by CLJ Commissioners*, made it through the House with only one dissent. However, it is unlikely to pass the Senate because of opposition by Senator Padden. Judge Meyer reported that HB 1196/SB 5175, *Modifying Process to Recover Judgments in Small Claims Court*, passed out of the House; however, Senator Padden told Melanie Stewart, Esq., DMCJA Lobbyist, that the bill would only pass the Senate if it is revenue neutral. Judge Meyer informed that the DMCJA Executive Legislative Committee will discuss the issue at its next meeting. The Board discussed the bill and recommended that it be tabled for next year. Judge Meyer will contact Judge Garrow and let her know the status of the small claims bill.

2. Rules Committee

a. Proposed Amendment to Evidence Rule 1101 (4), *Applications for Protection Orders*

Ms. Benway reported on the Committee's proposed amendment to Evidence Rule (ER) 1101 (4). This proposed amendment relates to Initiative 1491, which created the Extreme Risk Protection Order Act. The Committee determined that ER 1101 (c)(4), which governs applications of protection orders, should be amended to reflect the current law. Thus, the Committee requests that the Board forward to the Supreme Court Rules Committee its proposed amendment to ER 1101 (c)(4). M/S/P to make this topic a discussion item.

Judge Marinella then requested that Ms. Benway discuss the Committee's recommended amendment to CrRLJ 3.4, *Presence of Defendant*, which is an action item on the agenda. See Action.

E. Trial Court Advocacy Board (TCAB) Update

Judge Marinella reported that the TCAB met prior to the DMCJA Board meeting. They are pursuing adequate funding in the courts and rejuvenating the Justice in Jeopardy Initiative. The TCAB has created a plan that involves "layering," which would direct that the state pays 50% of district court and qualifying municipal judges' salaries, up from 15%. Judge Clarke said he will assist in that, and Judge Downes will talk to the SCJA Legislative Committee to see who could work with Judge Clarke to draft that legislation. Judge Clarke asked that Judge Meyer also talk to Melanie Stewart, Esq., who can assist with writing the legislation. Further, TCAB is seeking judicial partners, such as the Washington Association of Prosecuting Attorneys, Association of Cities, Association of Counties, and others. The group is considering presentations to the Legislature. Judge Ahlf informed that the 15% referred to earlier is Trial Court Improvement Account (TCIA) money. Originally, TCAB wanted to look at trial court funding but decided that a more focused approach would be more effective.

F. Judicial Information Systems (JIS) Report

Ms. Cullinane provided a courts of limited jurisdiction case management system (CLJ-CMS) Project update. She informed that they just finished two weeks of vendor demonstrations, and the CLJ-CMS Project Steering Committee is currently determining where the evaluators will go to the two upcoming site visits. The Project Steering Committee expects to have the apparent successful vendor named by May 2017, and expects to have the vendor on board and starting work in September 2017. Ms. Cullinane further informed that the CLJ-CMS Project team is working on earlier outreach to the court community to minimize the surprise of a new case management system. Thus, they are attending as many events as they can to let people know about the project. Ms. Cullinane said they plan to have a table at both the DMCJA Legislative Committee Reception and Board for Judicial Administration (BJA) Reception next week. She said they have also been invited to all three judicial conferences this year, and they are trying to make sure everyone has as many tools as possible to promote the CLJ-CMS Project. Ms. Cullinane also circulated a brochure and two flyers to the group, and she reminded the group that on Inside Courts, the CLJ-CMS Project website now has a complete legislative toolkit available, which includes a one-page CLJ-CMS Project fact sheet for legislators and templates for letters to their legislators.

Ms. Cullinane reported that following a major upgrade of the SECTOR system by Washington State Patrol (WSP), they are having some problems with eTickets. The most significant of these is that some tickets are missing, and never reached the court. She explained the nature of the problem and said WSP is working on

fixing it, and AOC continues to monitor and test. She said there's another problem with preset court dates, and now those preset court dates are showing up incorrectly. She explained that WSP has to fix the problem on their end before the Administrative Office of the Courts (AOC) can do anything further. She encouraged members to notify the AOC of any problems that they see. She further informed that soon court staff will no longer have to manage prosecutors' and public defenders' JABS access, because the AOC will handle it.

Regarding the Expedited Data Exchange Project, Ms. Cullinane explained that there was a very aggressive deadline, and they have not had enough resources to meet the original deadline. August is the deadline for King County District Court to go live with their new system. King County modified its plan accordingly, to Go Live first with the non-well-identified person civil filings by August, and delay implementation of other case types. She explained that the project is especially short of Business Analysts. It was noted that there may be a problem with obtaining enough staff to work on the project, which could cause issues with implementation. Ms. Cullinane said the AOC has modified its project plan. The plan is to move first to the King County Clerk's Office data exchange in early 2018, and then come back to the district court data exchange. She informed they will likely need more money than they thought with the project extending past its original deadline, which could impact other projects, including the CLJ-CMS Project. In addition, a question arose about data exchange with regard to Spokane Superior Court. Ms. Cullinane explained there was originally a misunderstanding between Spokane and the AOC regarding the intent of the Odyssey implementation, so Spokane's implementation was moved to the end of the project. However, the AOC is still working with Spokane to address their needs. Judge Staab informed that Tyler, which is the vendor for the Superior Court case management system (SC-CMS), liked what Spokane already had in place, and, therefore, is planning to incorporate it into the SC-CMS.

LIAISON REPORTS

A. Misdemeanant Corrections Association (MCA)

Ms. Melissa Patrick was unable to attend the meeting; however, she provided flyers and a written MCA report. Judge Marinella read the following report to the Board: *The MCA would like to remind the DMCJA of our annual conference in May in Spokane; as well as the invitation to our one-day training with Dr. Ed Latessa on recidivism. Additionally, nominations are now being accepted for Probation Officer of the Year (Belinda Galde Memorial Award), Probation Department of the Year, Support Staff of the Year and Outside Partner of the Year.*

B. Superior Court Judges' Association (SCJA)

Judge O'Donnell reported SCJA that legislative bills of interest are moving forward in the Legislature. House Bill (HB) 1378, *Disqualification of Judges*, is expected to pass the Legislature. Additionally, HB 1396, *regarding Court Clerk Duties*, was labeled as a cleanup bill, but is more than that and relates to records and how those records will be managed with Odyssey, according to Judge O'Donnell. The issues with that bill have been removed, and clerks and judges will have to have a summit this summer about it. Further, HB 1603, concerning child support issues, is proceeding without controversy.

Judge O'Donnell then informed of a lawsuit in Okanogan County, where the county council has been sued. It involves the juvenile/superior court administrator and the salary the judges want to pay. The lawsuit, which was filed June 2016, has incurred hundreds of thousands of dollars in attorneys' fees for the County. Judge O'Donnell then asked the question, when issues like state/county officials going against other state/county officials occur, should that happen through the Attorney General's Office? He then explained that the SCJA bill, HB 1378, was originally entitled, "affidavit of prejudice," but is now known as "disqualification of a judge." Judge O'Donnell explained that an agreed trial continuance would not be a discretionary ruling, which makes superior court similar to courts of limited jurisdiction. The bill seeks to make trials easier for the smaller counties.

There was also a question about the hiring of an SCJA Policy Analyst. Judge O'Donnell explained that Ms. Intisar Surur was hired as the SCJA Senior Policy Analyst. Ms. Janet Skreen is Ms. Surur's direct

supervisor. Ms. Surur will work with the SCJA on the 3DaysCount Initiative and Pretrial Reform Task Force. In addition, Judge Michael Downes will be Ms. Surur's general supervisor, and the SCJA Board will approve her substantive work product.

1. 3DaysCount Initiative Status Update

Judge O'Donnell provided a status update for the 3DaysCount Initiative. He informed that a Pretrial Task Force plans to look at whether they can and/or should be augmenting pretrial services for those accused of crimes. In Washington, pre-trial risk assessment tools are being used in (1) Spokane County and (2) Yakima County. He further reported that the SCJA, DMCJA, and Minority and Justice Commission (MJC) will apply for the 3DaysCount Initiative grant.

The group is planning a kickoff to explore the following three areas: (1) How are we assessing risk, and what are the best practices with that, (2) what kind of data should be collected, and how affective are we at making decisions, and (3) what are the best practices for pretrial services, and are there pretrial services that should be offered while awaiting trial? On March 31, 2017, the Pretrial Task Force will have a planning meeting. The kickoff meeting will likely happen in June 2017.

Judge Mary Logan, Trial Court Sentencing & Supervision Committee (TCSSC), informed that her Committee has done what Judge O'Donnell is seeking to do, and, therefore, offered to extend whatever her committee can do to help in their endeavor. Judge Logan said TCSSC may be able to help develop a list of who should be involved in the Pretrial Task Force. Judge O'Donnell then invited TCSSC members to the Pretrial Task Force meeting on March 31, 2017. He informed that the meeting will be held at the AOC SeaTac Office and participants may also join via Conference Call.

C. Washington State Association for Justice (WSAJ)

Mr. Willaford reported that on May 4, 2017, WSAJ is hosting its annual Law Day Celebration and Awards Dinner honoring members of the Judiciary. He informed that the Law Day Dinner supports bar scholarships to train new trial lawyers, and provided a flyer for anyone interested in attending. Mr. Willaford further reported that some individual members have reached out to presiding judges to address concerns regarding courts scheduling only one or two days for civil trials. He informed that individual WSAJ members are finding solutions to this issue. Judge Marinella stated that he wants to be sure lawyers can stick to that amount of time, and asked that the WSAJ continue to inquire with individual judges regarding the reason for scheduling one or two days for civil trials.

D. Board for Judicial Administration (BJA)

Judge Garrow reported that the BJA and its Policy and Planning Committee are working on setting strategic goals for the BJA for 2017-19. They received over 20 proposals from members of the various judicial branch entities. At the last BJA meeting, they did a session to discuss the proposed goals. During that session, members ranked those that they were interested in pursuing. Those near the top of the ranking included funding for courts, interpreters, and court security, which were goals proposed by the DMCJA. The Committee will meet again to review the results and return to the next BJA meeting for a final decision on which strategic goal(s) would be adopted. Judge Ringus reported that the Court Education Committee retreat is March 24, 2017, at the Cedarbrook Lodge in Seattle. The next BJA meeting is scheduled for March 17, 2017.

ACTION

1. *DMCJA Rules Committee Recommended Amendment to CrRLJ 3.4, Presence of Defendant*
M/S/P to approve the Rules Committee's recommendation to use permissive language instead of mandatory language regarding the use of video testimony. The Committee recommended the language be changed from shall, to may, under CrRLJ 3.4 (3)(e). An example of good cause for not using video testimony includes a court not actually having the equipment.

2. *Proposed Amendment to Evidence Rule 1101 (4)*

M/S/P to approve the Rules Committee recommendation to forward proposed amendment to ER 1101 (4) to the Supreme Court Rules Committee.

DISCUSSION

A. Salary Commission Meeting Update – Judge Robertson

Judge Robertson reported on the Salary Commission meeting January 25, 2017. She informed that courts of limited jurisdiction are on par with the federal judges' salaries. Judge Robertson mentioned a Salary Commission flyer that she would circulate to the Board. Judge Marinella explained that the Salary Commission is requesting DMCJA support for its commission, which has no funding. The Legislature has removed all financial support from them, and they may lose the one staff person they do have if this continues. The Board discussed this, and the general consensus was that the Association should write a letter to the different entities in the Legislative Branch in support of the commission, and emphasize that the Salary Commission has done a great job, but, now cannot do anything with their limited funding.

B. 3DaysCount Initiative Update – Judge Marinella

This item was discussed above under the SCJA Liaison report.

C. Community Competency Evaluators (RCW 10.77.073) – Judge Lambo

Judge Lambo gave an update on Western State Hospital's challenges regarding timely evaluations. He addressed RCW 10.77.073, which allows courts to hire their own community competency evaluators if DSHS is unable to meet the seven-day performance target, while receiving reimbursement from DSHS for performing the service. Judge Lambo asked the Board whether any of the cities have a problem with the evaluations coming in on a timely basis, or whether they would consider going outside of their county. The Board discussed the questions. It was found that one county had experienced a quick three-day turnaround; however, two other counties have experienced some problems getting evaluations. There is also concern that if you are a municipality, you may not be able to benefit because the time, cost, and/or recording you would have to do to find your own evaluator would take more time than one could afford to spend, and it is possible if it is not a large city, like Seattle or Spokane, one may still not be able to find an evaluator. Judge Marinella said he is supportive of having the Legislative Committee look at it next year.

D. Board Operational Rules – Whether to adopt an Attendance Policy

Judge Marinella provided the Board with a copy of the DMCJA Operational Rules and reminded members of their duty to regularly attend Board meetings. He noted that the Judicial Information System Committee (JISC) has an attendance policy. He inquired whether the Board wanted to include an attendance policy in its Board Operational Rules. He reminded members it is a privilege to serve a 3-year term on the Board, and when some members are not in attendance, it creates a void. The Board discussed the pros and cons of putting an attendance policy in place.

E. BJA Representatives' Staggered Terms Proposal

Ms. Misty Butler noted a problem with the BJA Representatives' Staggered Terms and provided possible solutions, which the Board discussed. Judge Steiner will draft a proposal to be reviewed and voted on by the Board. The Board will then refer the proposed language to the DMCJA Bylaws Committee for a proposed amendment to be voted on by the DMCJA membership. This will be an Action item at the April Board meeting.

F. Mock Trial State Championship – Request for Board Representative as Rater

The Board received a request from Ms. Sara Clinton, Executive Director of YMCA Youth & Government, regarding the 2017 Mock Trial State Championship. Specifically, she requests a DMCJA member volunteer to serve as a rater for the Mock Trials on Sunday, March 26, 2017, in Olympia. The rater's job is to judge the performance of those competing in the mock trials. A request will be sent to the DMCJA listserv.

G. Comment for General Rule (GR) 36, Peremptory Challenges

This issue relates to American Civil Liberties Union (ACLU) proposed amendment to GR 35, Jury Selection. Specifically, the amendment addresses potential bias in peremptory juror exclusions. The GR number has changed many times and is listed in the June 2016 DMCJA Board minutes as GR 35. The Board decided not to endorse the proposed GR 35, Jury Selection, but instead to offer assistance in reforming the rule. The Board invited Mr. Salvador Mungia, ACLU, to its September Board meeting. There was a good discussion at the meeting; however, proposed GR 36, *Jury Selection*, remained unchanged. Thus, Judge Marinella will draft a comment regarding the Board's position, which he will submit prior to the comment period deadline of April 30, 2017.

H. Proposed Amendment to Evidence Rule (ER) 1101 (4)

M/S/P to make this topic an action item. The Rules Committee recommended that the Board forward proposed amendment to ER 1101 (c)(4) to the Supreme Court Rules Committee. The Board considered the Committee's recommendation. M/S/P to make this an action item.

INFORMATION

A. Nominating Committee Slate of Candidates

Judge Steiner provided the Board with the Slate of Candidates to date. He informed that he and the Nominating Committee were surprised at how difficult it was to get volunteers this year. The Board discussed the slate, and members suggested possible additional candidates who may be interested in running. Once the additional candidates are confirmed, the slate of candidates will be amended. The Board also discussed possible ways to obtain more membership participation in leadership and other positions.

B. Trial Court Sentencing and Supervision Committee Update

Judge Logan provided a Trial Court Sentencing and Supervision Committee update earlier in the meeting. See Discussion, 3DaysCount Initiative Status Update.

C. Implicit Bias Jury Instructions

Judge Coburn informed that jury instructions regarding unconscious bias were created by the Western District of Washington's bench and bar academic committee, which has long standing commitments to a fair and unbiased judicial process. Judge Donohue expressed that Seattle Municipal Court uses these instructions.

D. DMCJA Legislative Committee Reception

The DMCJA Legislative Committee will host its annual legislative reception on March 17, 2017, from 12:15 p.m. to 1:15 p.m., in the Chief Justice's Reception Room, at the Temple of Justice. Judge Marinella informed that the reception offers legislators an opportunity to learn more about the accomplishments and needs of courts of limited jurisdiction.

E. BJA Annual Legislative Reception

The BJA will host its annual legislative reception on March 14, 2017, from 5:30 p.m. to 7:30 p.m., at the Temple of Justice. Judge Marinella encouraged Board members to attend.

F. DMCJA Proposed Amendments to CrRLJ 3.2, Release of Accused.

The Washington State Supreme Court adopted DMCJA proposed amendments to CrRLJ 3.2.

G. Presiding Judge and Administrator Education Committee

Judge Marinella informed that Judge Nancy McAllister, South Pacific County District Court, was nominated to serve on this committee. There are still two remaining vacancies. Another meeting announcement will be sent out to the DMCJA listserv for each of these positions requesting volunteers. This is a three year position.

H. Washington State Center for Court Research (WSCCR) Advisory Board

Judge Marinella informed that Judge Laurel Gibson, King County District Court, was nominated to represent the DMCJA on the WSCCR Advisory Board. This is a three year position.

A listserv message congratulating the judges who were nominated will be sent out to the DMCJA listserv.

OTHER BUSINESS

- A. Judge Robinson informed that the 2017 Annual Washington State Misdemeanant Corrections Association Conference is May 1-3, 2017, at the Hotel Red Lion Spokane at the Park. He encouraged Board members to send their probation officers to the conference to support the program.
- B. The next DMCJA Board Meeting is April 14, 2017, 12:30 a.m. to 3:30 p.m., at the AOC Office in SeaTac.

ADJOURNED at approximately 2:57 PM.



DMCJA Legislative Committee Meeting

Friday, September 9, 2016

1:30 p.m. to 3:30 p.m.

SeaTac, Washington

MEETING MINUTES

Members:

Chair, Judge Samuel G. Meyer
~~Judge Claire Bradley~~
~~Judge Brett Buckley~~
~~Judge Michelle Gehlsen~~
Judge Jeffrey Goodwin
Judge Robert Grim
Judge Corinna Harn
~~Judge Kristen Olbrechts~~
~~Judge Glenn Phillips~~
~~Judge Wade Samuelson~~
Judge Ketu Shah
Judge Shelley Szambelan

Guests:

Ms. Melanie Stewart (phone)
Ms. Linda Baker, DMCMA
Ms. Jennefer Johnson, DMCMA
Ms. Maryam Olson, DMCMA

AOC Staff:

Ms. J Benway
Ms. Sharon Harvey

1. CALL TO ORDER AND INTRODUCTIONS

Judge Meyer called the meeting to order at 1:35 p.m. and the participants introduced themselves. Judge Grim and Judge Szambelan participated by telephone.

2. GENERAL BUSINESS

A. MINUTES – AUGUST 12, 2016

It was motioned, seconded and passed to approve the August 12, 2016 meeting minutes.

B. LEGISLATIVE COMMITTEE ROSTER

The Committee was provided with a revised roster.

3. NEW DMCJA LEGISLATIVE PROPOSALS FOR 2017

A. MARRIAGE AUTHORITY

Judge Meyer presented draft legislation that would allow commissioners of courts of limited jurisdiction to perform marriage ceremonies under RCW 26.04.050. The concept was acceptable to the Committee but there was concern regarding the timing. The Committee will ask Melanie Stewart about the political climate and bring this item back for the October meeting.

B. SMALL CLAIMS JUDGMENTS

Judge Garrow has suggested that small claims judgments under chap. 12.40 RCW be treated as other civil judgments. Judge Shah stated that Judge Garrow offered to draft proposed legislation. The Committee agreed to review the proposal at the October meeting.

4. DMCJA LEGISLATIVE PROPOSALS FOR 2017

A. BAIL BONDS REGARDING THE SURRENDER OF THE DEFENDENT

It was motioned, seconded and passed to present this proposal to the DMCJA Board.

B. CIVIL JURISDICTION LIMIT

Judge Samuelson provided a memo and case law indicating that the proposed change was not necessary and the Committee agreed. Judge Meyer will provide the information to Judge Fair.

C. COLLECTION AND TESTING OF DNA SAMPLES FOR CERTAIN OFFENSES

The Committee agreed that it is important for municipal courts to be included in the statute pertaining to DNA samples. Judge Meyer stated that he would draft a bill for the Committee to consider at the October meeting.

D. DISCOVER PASS RE SKAMANIA COUNTY

Ms. Stewart stated that State Parks and the counties association are in favor of proposing a bill that would share revenue with local jurisdictions and which is not tied to the disposition of Discover Pass infractions. The Committee agreed that it could support a 75/25 state/local split as was proposed last year.

E. JUDICIAL INDEPENDENCE – MUNICIPAL COURT JUDGES AND COURTS

Judge Szambelan presented a memo regarding this issue. The Committee is in favor of judicial independence for municipal courts but is concerned about an unfavorable political climate for the proposal. Committee members were also concerned that the provisions for district and municipal courts be congruent. Judge Szambelan agreed to look at that issue. The Committee will consider the proposal again after the elections in November.

F. YOUTH COURT CREATION

Judge Meyer presented a draft bill that would allow youth courts to have jurisdiction over transit infractions as well as traffic infractions. It was motioned, seconded and passed to present this proposal to the DMCJA Board.

G. DOMESTIC VIOLENCE DEFINED

The Committee agreed to seek another group that may be interested in this proposal but Melanie Stewart has been unable to find a sponsor. She will continue looking; the Committee agreed to keep the issue on the agenda.

H. INHALING TOXIC FUMES

Ms. Stewart stated that she had been unable to identify a sponsor interested in this proposal.

I. RIGHTS OF THE ACCUSED

Judge Meyer and Ms. Stewart will raise the issue when they meet with the Chairs of the House and Senate judicial committees to see if there is support for moving the proposal forward.

5. OTHER PROPOSALS

A. SCJA PROPOSAL: AFFIDAVIT OF PREJUDICE

Judge Buckley reviewed the proposal and noted that the statute pertaining to disqualification of courts of limited jurisdiction judges had recently been updated. The Committee is not opposed to the SCJA-proposal but does not feel that the DMCJA needs to propose comparable legislation.

B. TRIAL COURT SECURITY COMMITTEE PROPOSAL

The Trial Court Security Committee, a joint committee of the DMCJA and SCJA, has proposed legislation that would declare courthouses to be weapons-free zones. The Committee was in support of the proposal.

6. NEXT MEETING

The next meeting is scheduled for Friday, October 14, 2016 from 9:30 to 11:30 a.m. and will be held telephonically.

There being no other business, the meeting was adjourned at 2:45 p.m.



WASHINGTON
COURTS

DMCJA LEGISLATIVE COMMITTEE MEETING

FRIDAY, OCTOBER 14, 2016

9:30 A.M. TO 12:00 P.M.

TELECONFERENCE

MEETING MINUTES

Members Present:

Chair, Judge Samuel G. Meyer
Judge Corinna Harn
Judge Glenn Phillips
Judge Ketu Shah
Judge Shelley Szambelan
Ms. Janene Johnstone (MCA)
Ms. Kathy Seymour (DMCMA)
Ms. Melanie Stewart (Lobbyist)

Guest:

Judge Janet Garrow, King County District

AOC Staff:

Ms. Sharon Harvey

Members Absent:

Judge Claire Bradley
Judge Brett Buckley
Judge Michelle Gehlsen
Judge Jeffrey Goodwin
Judge Robert Grim
Judge Kristen Olbrechts
Judge Wade Samuelson
Ms. Linda Baker (DMCMA)
Ms. Jennefer Johnson (DMCMA)
Ms. Maryam Olson (DMCMA)

CALL TO ORDER AND INTRODUCTIONS

Judge Meyer called the DMCJA Legislative Committee (Committee) meeting to order at 9:30 a.m. and informed that the meeting was convened solely to discuss proposed legislation by Commissioner Paul Wohl, *Who May Solemnize Marriage* (RCW 26.04.050), and Judge Janet Garrow, *Small Claims* (RCW 12.40).

GENERAL BUSINESS

A. MINUTES – SEPTEMBER 9, 2016

The Committee did not discuss the September Meeting Minutes. The Minutes will be reviewed at the next meeting.

B. LEGISLATIVE COMMITTEE ROSTER

The Committee roster contains member contact information and Committee charges.

2017 PROPOSALS FOR DMCJA BOARD OF GOVERNORS REVIEW

The Committee had no objection to sending the following proposed legislation to the DMCJA Board of Governors (Board):

1. Bail Bonds regarding the Surrender of a Defendant (House Bill 2462)
2. Collection and Testing of DNA Samples for Certain Offenses (RCW 43.43.754)
3. Discover Pass – Fee Split (Senate Bill 6297)
4. Youth Court Creation – Jurisdiction (RCW 3.72.010)

PROPOSED BOARD FOR JUDICIAL ADMINISTRATION (BJA) LEGISLATION

The Committee did not discuss proposed BJA legislation. 2016-2017 proposed BJA legislation relating to trial courts include: (1) Affidavit of Prejudice, and (2) Declare Courthouses Weapons-Free Zones.

OTHER BUSINESS

A. FISCAL NOTE COMMITTEE REPRESENTATIVES

The Committee did not discuss obtaining representatives for the Fiscal Note Committee.

B. MARRIAGE PROPOSAL

Commissioner Paul Wohl, Thurston County District Court, proposed an amendment to RCW 26.04.050, *Who May Solemnize Marriage*, which would allow courts of limited jurisdiction (CLJ) commissioners to officiate marriages. The current statute allows commissioners from the Washington Supreme Court, Court of Appeals, and Superior Court to perform marriages. Thus, district and municipal court commissioners are the only commissioners unable to perform marriages under RCW 26.04.050. Ms. Stewart informed that proceeding with this legislation may cause legislators and administrative law judges to request to officiate marriages. She suggested, however, that the requests may be worth it in order to include CLJ commissioners in the statute. The Committee approved sending this proposed legislation to the DMCJA Board for the Board to decide whether to move forward with Commissioner Wohl's proposed legislation.

C. SMALL CLAIMS AMENDMENT

Judge Janet Garrow, King County District Court, proposed a legislative amendment to RCW 12.40, *Small Claims*. According to Judge Garrow, the amendments will simplify the small claim process in District Court. The crux of the proposal hinges on RCW 12.40.105, Increase of judgment upon failure to pay, for which Judge Garrow renamed "Certification of small claim judgment and increase of judgment upon failure to pay." The revision of this statute states, in relevant part, "Upon the judge's entry of judgment in a small claims action, the judgment is certified as a district court civil judgment" See October Committee Agenda Packet, Amended RCW 12.40.105 (1), p 27. For this reason, Judge Garrow's proposed legislation seeks a filing fee increase because the small claim will become a district court judgment upon entry of a final order. Judge Garrow informed the Committee that the original filing fee of fourteen dollars would remain the same. Subsequent filings, such as counterclaims or cross-claims, would increase to twenty-five dollars. Judge Garrow also suggested a forty dollar filing fee for cases likely to be transferred to district court. She also mentioned a revision of RCW 12.40.105, which would state, "(2) The clerk shall forthwith enter the civil judgment on the

judgment docket of the district court: and thereafter garnishment, execution, and other process on execution provided by law may issue thereon, as in other judgment of district courts.” According to Judge Garrow, an amendment to RCW 4.64.110 is needed regarding the term “docket,” which she expressed is used for Judicial Information Systems (JIS) purposes. King County District Court’s new case management system will not utilize a docket per se, according to the Judge Garrow.

Judge Meyer recommended that Judge Garrow present the proposed amendments to RCW 12.40 to the District and Municipal Court Management Association (DMCMA) for input regarding amendments to the small claims statute. He then requested that Judge Garrow attend the DMCJA Board meeting on November 4, 2016 to discuss the proposed small claims amendments. The Committee so agreed.

INFORMATION

- A. The DMCJA Public Outreach Committee met on September 23, 2016 to discuss methods of educating justice partners. The next meeting is November 29, 2016, 3:30 p.m. to 4:30 p.m., via Conference Call.

The Committee was informed that the Public Outreach Committee had its initial meeting on September 23, 2016.

- B. 2016-2017 DMCJA Legislative Committee Meeting Schedule

The Committee was informed that the Meeting Schedule is located in the agenda packet.

- C. The next meeting is scheduled for Friday, November 18, 2016 from 8:00 to 9:00 a.m. via Conference Call.

The Committee was informed of the date, time, and location of the next Committee meeting.

ADJOURN

There being no other business, the meeting was adjourned at approximately 10:00 a.m.



WASHINGTON
COURTS

DMCJA Rules Committee

Wednesday, February 22, 2017 (Noon – 1:00 p.m.)

Via Teleconference

MEETING MINUTES

Members:

Chair, Judge Dacca
~~Judge Butterff~~
Judge S. Buzzard
~~Judge Fore~~
~~Judge Garrow~~
Judge Goodwin
Commissioner Hanlon
Judge Robertson
~~Judge Rozzano~~
Judge Samuelson
~~Judge Steiner~~
Judge Szambelan
~~Ms. Linda Hagert, DMCMA Liaison~~
Ms. Patti Kohler, DMCMA Liaison

AOC Staff:

Ms. J Benway

Judge Dacca called the meeting to order at 12:14 p.m.

The Committee discussed the following items:

1. Approve Minutes from January 25, 2017 Rules Committee meeting

It was motioned, seconded and passed to approve the minutes from the January 25, 2017 Rules Committee meeting as presented.

2. Discuss Proposal to Amend ER 1101(4) to include Extreme Risk Protection Orders

In 2016, Washington voters passed Initiative 1491, creating an Extreme Risk Protection Order Act, which has been codified in chapter 7.94 RCW. ER 1101(c)(4) contains a list of protection order proceedings where the Rules of Evidence need not apply. Upon creation of a new protection order, the DMCJA Rules Committee typically requests that Evidence Rule 1101 be amended to incorporate the new protection order. Ms. Benway prepared a draft GR 9 Cover Sheet and proposed amendment to ER 1101 to this effect. The Committee discussed the proposal and voted to submit it to the DMCJA Board. Ms. Benway and Judge Dacca will prepare a transmittal memo for the Board.

3. Discuss Comment on ACLU Proposal to Add New General Rule re Juror Preemption

The ACLU has proposed a new general rule regarding juror selection. The deadline for comment is April 30, 2017. Judge Dacca stated that Judge Marinella will be preparing a comment.

4. Discuss Proposal to Amend CrRLJ 3.2 re Release of Accused

This issue was not ripe for discussion and will be pursued at a later Committee meeting.

5. Discuss Supreme Court Amendment to CrRLJ 3.2

For several months, the trial court rules regarding bail as a condition of release have not been congruent as the Supreme Court considered or adopted potential amendments to CrR 3.2(b) and CrRLJ 3.2(b), in light of the decision in *State v. Barton*. After a recent meeting with representatives of the Supreme Court Rules Committee and representatives from the trial court associations, the Supreme Court amended both rules so they are now identical. Information regarding these changes was provided to the Committee.

6. Discuss Formation of Subcommittee to Review Judge Steiner's Proposed Amendments to the IRLJ

Judge Steiner conducted a comprehensive review of the Infraction Rules for Courts of Limited Jurisdiction and drafted proposed amendments for the Committee's review. Judge Dacca requested a Committee member take the lead in analyzing and making proposals regarding the proposed amendments. Judge Goodwin agreed to serve in this capacity.

7. Other Business and Next Meeting Date

The next Committee meeting is scheduled for noon on Wednesday, April 26, 2017.

There being no further business, the meeting was adjourned at 12:35 p.m.



WASHINGTON
COURTS

District and Municipal Court Judges' Association Conference Planning Committee

March 9, 2017, Noon – 1:00 p.m.
Conference Call

MEETING MINUTES

Members Present:

Chair, Judge Andrea Beall	Judge Robert Grim
Judge Melanie Dane	Judge Mary Logan
Judge Karen Donohue	Judge Patricia Lyon
Judge Thomas Ellington	Judge Dave Petersen
Judge Fred Gillings	

Members Absent:

Judge Claire Bradley
Commissioner Linda Kipling
Judge Mara Rozzano

AOC Staff:

Ms. Sondra Hahn
Ms. Susan Peterson

CALL TO ORDER, INTRODUCTIONS, AND MINUTES

Judge Beall called the meeting to order at 12:20 p.m. *M/S/P to approve February 2 and February 23, 2017, meeting minutes.* Judges Donohue, Dane, Ellington, Grim, and Petersen abstained from approving February 23 minutes as they were not in attendance.

FREE TIME ACTIVITY UPDATES

Golf: Judge Ellington confirmed Indian Canyon Golf Course and the flyer is ready for distribution.

Social Fee Form: Judge Ellington noted that the flyer is finalized. *M/S/P to approve an additional \$200 for non-alcoholic supplies and food for hospitality purposes.*

Karaoke Sunday: Ms. Hahn shared that Mr. Ryan Wilson, the same DJ used at 2016 Annual Conference, is available on June 4. She is waiting for his setup needs and a contract. Judge Gillings volunteered to review the contract and handle the payment arrangements. He will also contact Judge Ahlf to confirm he is willing to perform the opening song. *M/S/P to approve up to \$350 to hire a karaoke DJ for Sunday night.*

Rafting: Judge Petersen gave an overview of the services offered by Pangea and Row Adventures. Based on price, a potential discount based on number of participants, and overall service, he recommends Pangea. Pangea will pick-up participants at the hotel at 3:30 p.m., which allows a 45-minute break following the end of education. *M/S/P to confirm arrangements with Pangea. M/S/P to approve up to \$50 for non-alcoholic supplies for rafting.*

Social Theme Night: Sock hop theme confirmed.

Wine Tasting Sunday: Judge Dane provided an overview of the format for this year and details supporting a \$25 registration fee. The registration fee will include the cost of a raffle or prize. The committee agreed to the proposed format for this year and the \$25 registration fee. *M/S/P to approve up to \$200 for non-alcoholic supplies.*

Winery Tour: Judge Logan will contact Santés Restaurant to confirm arrangements for a group dinner following the tour.

RECOGNITION OF NEW DMCJA MEMBERS

Judge Lyon purchased 20 Coke glasses from the dollar store and plans to fill them with candy for presentation to new members at the DMCJA Business Meeting on June 6. Judge Ellington suggests adding a message to the glasses encouraging members to visit the hospitality room. Costs associated with this activity will be discussed at the next meeting.

Budget (\$4,000) & Budgeted Expenses		
Item	Coordinators	Allocated
Sunday night karaoke	Judge Gillings	\$350
Hospitality room rent (Governor Suite)	Judge Ellington	N/A w/80% of contracted room nights realized
Hospitality room food & non-alcoholic supplies for three nights	Judge Ellington	\$1,000
Rafting	Judge Petersen	\$50
Wine sipping non-alcoholic supplies	Judge Dane	\$200
Banquet license for three nights	Judge Ellington	\$35
Golf prizes	Judge Ellington Judge Grim	\$50
New member token gifts	Judge Lyon Judge Rozzano	TBD
Social Theme Night \$1,000 Power Team Entertainment \$100 Hotel no-host setup fee Dance floor & stage (no charge)	Judge Lyon	\$1,100
	TOTAL:	\$2,785
	Remaining:	\$1,215

NEXT MEETING

March 23, 2017 at 12:00 p.m.

The meeting adjourned at 12:43 p.m.



District and Municipal Court Judges' Association

Conference Planning Committee

March 23, 2017, Noon – 1:00 p.m.
Conference Call

MEETING MINUTES

Members Present: Chair, Judge Andrea Beall Judge Patricia Lyon Judge Dave Petersen	Members Absent: Judge Claire Bradley Judge Melanie Dane Judge Karen Donohue Judge Thomas Ellington	Judge Fred Gillings Judge Robert Grim Judge Mary Logan Commissioner Linda Kipling Judge Mara Rozzano AOC Staff: Ms. Sondra Hahn Ms. Susan Peterson
--	---	--

CALL TO ORDER, INTRODUCTIONS, AND MINUTES

Judge Beall called the meeting to order at 12:06 p.m. Minute approval was deferred due to lack of a quorum. *M/S to approve the March 9, 2017 meeting minutes; the minutes were approved by a majority vote of committee members via email.*

FREE TIME ACTIVITY UPDATES

Golf: Judge Beall noted the golf flyer from Judge Ellington is ready for distribution.

Social Fee Form: Judge Beall noted the Social Fee Form flyer from Judge Ellington is ready for distribution.

Karaoke Sunday: Ms. Hahn shared that Mr. Ryan Wilson, the same DJ used at 2016 Annual Conference, will provide DJ and karaoke services on June 4 from 7:00-10:00 p.m. She is awaiting his setup needs and a contract, which should be provided this week. Judge Gillings will review the contract, handle the payment arrangements and ask Judge Ahlf to confirm he is willing to perform the opening song. Judge Beall noted the plan is to not have a flyer for Karaoke since it is a come as you are event.

Rafting: Judge Petersen asked the committee for assistance with finalizing the registration fee, sharing that the price is \$54.75 per person for 12 or more and \$65 (\$59 +tax & fees) for fewer than 12. The committee agreed on a \$65 registration fee, and if funds remain, the balance will be use to tip the guides. Judge Petersen will work with Ms. Peterson to finalize the flyer.

Social Theme Night: Sock hop theme confirmed and AOC should receive the flyer sooner.

Wine Tasting Sunday: Judge Dane provided her draft flyer to Ms. Hahn. Judge Beall noted that wine tasting is set.

Winery Tour: Judge Logan could not get confirmation from Santés restaurant, so the restaurant name will be removed from the flyer, but the group dinner will remain as an option on the flyer.

RECOGNITION OF NEW DMCJA MEMBERS

Judge Lyon purchased 20 Coke glasses from the dollar store and plans to fill them with candy for presentation to new members at the DMCJA Business Meeting on June 6. Judge Lyon said she spent approximately \$20 on the glasses and expects to need about \$30 more for goodies to go into the glasses. *M/S to approve up to \$50 for new member non-alcoholic token gift supplies; the motion was approved by a majority vote of committee members via email.*

The committee discussed the idea of assigning a committee member to each new DMCJA member at the conference, as well as how to make it easier to identify new members. It was agreed that putting a little “45 record sticker” on the nametags of the new members (to go along with the Sock Hop theme) would be appropriate. Judge Lyon will look for stickers for AOC staff to affix to the nametags beforehand.

Budget (\$4,000) & Budgeted Expenses		
Item	Coordinators	Allocated
Sunday night karaoke	Judge Gillings	\$350
Hospitality room rent (Governor Suite)	Judge Ellington	N/A w/80% of contracted room nights realized
Hospitality room food & non-alcoholic supplies for three nights	Judge Ellington	\$1,000
Banquet license for three nights	Judge Ellington	\$35
Wine sipping non-alcoholic supplies	Judge Dane	\$200
Rafting—water & light snacks	Judge Petersen	\$50
Golf prizes	Judge Ellington Judge Grim	\$50
New member token gifts	Judge Lyon Judge Rozzano	\$50
Social Theme Night Entertainment \$1,000 Power Team Hotel Setups \$100 Hotel no-host setup fee Dance floor & stage (no charge)	Judge Lyon	\$1,100
	TOTAL:	\$2,835
	Remaining:	\$1,165

NEXT MEETING

May 11, 2017 at 12:30 p.m. – 1:00 P.M.

The meeting adjourned at 12:27 p.m.

n:\programs & organizations\dmcja\committees\conference by year\2017\agendas & minutes\2017 03 23 dmcja conference planning mtg min.docx

ARTICLE VIII - Board for Judicial Administration

Section 1. BJA Representative:

The Association shall be represented on the Board for Judicial Administration (BJA) by the Association President and by four members, as follows: One (1) municipal court judge, one (1) district court judge and two (2) members at large. Selection shall be by vote of the membership as with other Association officers. The Association President position shall be for the period of the Association Presidency. The President-Elect shall be an *ex officio* member of the BJA during their term as President-Elect. All other positions shall be for a term of four years—provided that the terms of members which begin on July 1, ~~2017 2010~~ and ~~July 1, 2011~~ shall be for less than a full term, two years, and shall thereafter be for a term of four years. Representatives shall not serve more than two terms consecutively. A representative may serve an unexpired term, less than a full term, and then serve two consecutive terms.

Selection of BJA representatives shall be based on demonstrated commitment to improving the courts and should reflect ethnic, gender, geographic and caseload differences.

PROBLEMS

ARE NOT A
SIGN OF
FAILURE
BUT AN

OPPORTUNITY

FOR GROWTH

**IF YOU HAVE
A PROBLEM
PLEASE CALL US.**

JUDICIAL ASSISTANCE

(206) 727-8268

WSBA

JUDICIAL

ASSISTANCE

SERVICES

JUDICIAL ASSISTANCE

Washington State Bar Association
Judicial Assistance Services Program
2101 Fourth Ave. Fourth Floor
Seattle, Washington 98121-2330
(206) 727-8268

Established to
Prevent or alleviate
Problems before they
jeopardize a
Judicial officer's
career

The characteristics of judicial stress are known to every judge and lawyer. They have been noted by a lifetime of watching courtroom performances.

*The Hon. Justice Michael Kirby
President, Court of Appeal
Supreme Court of New South Wales*

Service as a judicial officer is a consuming endeavor. We are required to be productive, face adversity and balance the demands of the workplace with quality personal lives. Those demands sometimes lead to depression, anger, anxiety, procrastination, family conflicts and substance abuse.

WHAT DOES THE JUDICIAL ASSISTANCE SERVICES (JAS) PROGRAM OFFER?

JAS offers confidential assistance with mental/emotional, drug, alcohol, family, health and other personal problems. Services include assessment, referral, short-term or long-term counseling, follow-up and training.

JAS OFFERS CONFIDENTIAL ASSISTANCE

"Confidential and Privileged Communications. Confidential communication between a judicial officer and peer Counselors and the Judicial Assistance Committee of the Superior Court Judges' Association or the District and Municipal Court Judges' Association or the LAP (Lawyers Assistance Program of the Washington State Bar Association) shall be privileged against disclosure without the consent of the judicial officer to the same extent and subject to the same conditions as confidential communication between a client and psychologist."

— DRJ 14(e)

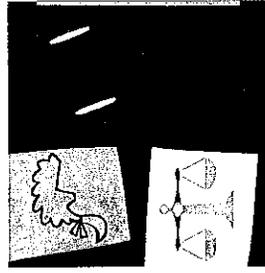
HOW DO I RECEIVE ASSISTANCE?

Most judicial officers self-refer to JAS. No one knows about requests for services. Contacts with JAS are kept confidential by DRJ 14(e) adopted November 25, 2003.

**JUDICIAL ASSISTANCE
SERVICES
(206) 727-8268**

WHAT IS THE COST?

Initial assessment and peer counseling are free. Ongoing counseling is based on a sliding fee scale. JAS also works with third parties, judicial colleagues, lawyers and staff—who are concerned about a particular judicial officer's ability to perform.



PRESENTATIONS

WSBA Judicial Assistance Services Program staff are available to give presentations at your judicial education meetings. Topics include drug and alcohol abuse, stress, depression, communication skills and grief and loss, among others. For information, call (206) 727-8268.

SB 6360 Statewide Stakeholder Meeting Monthly Report

To: Judge G. Scott Marinella
President, DMCJA Board of Governors

From: Judge Elizabeth Bejarano
Appointed DMCJA Representative to SB. 6360 Work Group which is to provide feedback to the Office of the Attorney General by December 1, 2017, with a recommendation for a plan to consolidate traffic-based financial obligations statewide.

Update:

The SB 6360 Work group has met three times to date. The Work Group consists of one member from each of the following organizations: AOC, DOL, DMCJA, DMCMA, WA Assn. of Prosecuting Attorneys, WA Defender Assn & WA Assn of Criminal Defense Lawyers, Office of Civil Legal Aid, WSP, WA Assn of Sheriffs and Police Chiefs, WA Traffic Safety Commission, Assn of WA Cities, WA Assn of Counties, WA Collector's Assn, Attorney General's Office.

As of our most recent meeting, we have not come to any firm or final decisions, but are starting to narrow our focus. Our current discussions are focused on defining what types of "traffic-based financial obligations" will be included within the plan.

The majority of members were in favor of breaking into sub-groups to discuss certain aspects of what a plan may look like from the perspective of the user experience, operational logistics, and financial specifications.

We are reviewing statistical data collected by DOL and the Attorney General's Office, and I anticipate there will be a continuous flow of data collection and review in the near future.

I will submit reports on our progress after each meeting from this point forward. Our next meeting is scheduled for Friday, November 4, 2016, at 9:30 am at the Attorney General's Office in Olympia. Anyone can attend the meeting either in person or by telephone. If anyone has any questions, or would like to attend the meeting and wishes the specific address or call-in number, I can be contacted via telephone or email. Thank you-

Elizabeth Bejarano
206-973-4610
ebejarano@ci.seatac.wa.us

FILED
MAR 29 2017
WASHINGTON STATE
SUPREME COURT

THE SUPREME COURT OF WASHINGTON

IN THE MATTER OF THE PROPOSED NEW
RULE GR 36 — TRIAL COURT SECURITY

)
)
)
)
)
)
ORDER

NO. 25700-A- 1177

The Trial Court Security Committee, having recommended the adoption of the proposed new rule GR 36 — Trial Court Security, and the Court having considered the amendments and comments submitted thereto, and having determined that the proposed new rule will aid in the prompt and orderly administration of justice;

Now, therefore, it is hereby

ORDERED:

- (a) That the new rule as attached hereto is adopted.
- (b) That the new rule will be published in the Washington Reports and will become effective on September 1, 2017.

749/78

IN THE MATTER OF THE PROPOSED NEW RULE GR 36 — TRIAL COURT SECURITY

DATED at Olympia, Washington this 29th day of March, 2017.

[Signature]
[Signature]
[Signature]
[Signature]

Fairhurst, C.J.
[Signature]
[Signature]
[Signature]
[Signature]

PROPOSED GENERAL RULE ___

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.
- (i) 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.
- (ii) 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:
- (i) Judiciary;
- (ii) Court Clerical Staff;
- (iii) Prosecuting Authority's Office;
- (iv) Public Defender's Office;
- (v) Executive Branch;
- (vi) Law Enforcement;
- (vii) Facilities/Maintenance Department;
- (viii) Any other agency of government housed in the same building;
- (ix) 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. 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, email, 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) Irate and abusive individuals.

(f) Security Drills. Each court may hold security drills as determined by the Court Security Committee, as deemed necessary 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.

(g) Minimum Court Security Standards. Every Court shall endeavor to meet or exceed the following minimum standards. Should the Court fail to meet the Minimum Court Security Standards, the Court should state in the Court Security Plan why the minimum standards were not met.

(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. 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.

Subject: Lake Forest Park Municipal - Mayor's proposed termination of court

Dear Executive Committee,

Judge Linda Portnoy was informed last week by the Mayor that he was submitted a proposal to terminate the municipal court and contract with a county or another city.

Judge David Larson is already working on this issue from his area of expertise regarding costs and court closures and judicial independence.

I attended the Lake Forest Park Council meeting (as did Judge Larson) where the Council discussed the Mayor's proposal. The Mayor is already pulling back a bit, perhaps after hearing some less than positive feedback regarding this proposal from council members and other members of City Hall.

The Council Members were very thoughtful and had a lot of questions. However, this was a preliminary meeting and no guests were allowed to speak and the Council did not ask US questions. I did not get the impression they were in favor of this proposal, but did want to discuss all issues raised.

I would like, as Vice President, to be available to them to answer any questions they may have about the court processes. I could answer some questions about the difference between Municipal and District Courts. Judge Larson will likely field any questions about the pros and cons of each.

As a board, I believe we should be concerned when any executive or legislative entity wants to change a court structure.

Please let me know if you have any objections to my answering any questions for Lake Forest Park. I do not plan to speak FOR the board.

Judge Rebecca C. Robertson

Federal Way Municipal Court
33325 8th Ave S.
Federal Way, WA 98003
253-835-3000

The Western District of Washington's bench and bar have long-standing commitments to a fair and unbiased judicial process. As a result, the emerging social and neuroscience research regarding unconscious bias prompted the Court to create a bench-bar-academic committee to explore the issue in the context of the jury system and to develop and offer tools to address it.

One tool the committee developed was a set of jury instructions that address the issue of unconscious bias. Research regarding the efficacy of jury instructions is still young and some of the literature has raised questions whether highlighting the notion of unconscious bias would do more harm than good.¹ However, the body of research supports that, as a general matter, awareness and mindfulness about one's own unconscious associations are important and thus a decision-maker's ability to avoid these associations, however that is achieved, will likely result in fairer decisions.²

Accordingly, the proposed instructions are intended to alert the jury to the concept of unconscious bias and then to instruct the jury in a straightforward way not to use bias, including unconscious bias, in its evaluation of information and credibility and in its decision-making. The instructions thus serve the purposes of raising awareness to the associations jurors may be making without express knowledge and directing the jurors to avoid using these associations.

The committee has incorporated unconscious bias language into a preliminary instruction, into the witness credibility instruction, and into a closing instruction.³ In addition, the committee has developed an instruction that can be given before jury selection if the parties are going to ask questions during *voir dire* regarding bias, including unconscious bias.

¹ See, e.g., Irene V. Blair, The Malleability of Automatic Stereotypes and Prejudice, 6 PERSONALITY & SOC. PSYCHOL. REV. 242 (2002) (cumulating research on value of instruction to suppress stereotype and finding it mixed); Jennifer K. Elek & Paula Hannaford-Agor, First, Do No Harm: On Addressing the Problem of Implicit Bias in Juror Decision Making, 49 CT. REV. 190, 193 195, 198 (2013), available at <http://aja.ncsc.dni.us/publications/courtrv/cr49-4/CR49-4Elek.pdf>; Jennifer A. Richeson & J. Nicole Shelton, Negotiating Interracial Interactions: Costs, Consequences, and Possibilities, 16 CURRENT DIRECTIONS PSYCHOL. SCI. 316 (2007); Jacquie D. Vorauer, Completing the Implicit Association Test Reduces Positive Intergroup Interaction Behavior, 23 PSYCHOL. SCI. 1168 (2012) (finding that White participants' taking race-based IAT led to their non-White (Aboriginal) partners feeling less well regarded than after interactions after a non-race-based IAT); Jennifer K. Elek & Paula Hannaford-Agor, Can Explicit Instructions Reduce Expressions of Implicit Bias?: New Questions Following a Test of a Specialized Jury Instruction, NAT'L CENTER FOR STATE CTS. (Apr. 2014), available at <http://ncsc.contentdm.oclc.org/cdm/ref/collection/juries/id/273> (finding "no significant effects of the instruction on judgments of guilt, confidence, strength of prosecution's evidence, or sentence length"; but the study's authors also reported that they were unable to identify the more traditionally-expected baseline bias, "which prevented a complete test of the value of the instructional intervention.").

² See Adam Benforado & John Hanson, The Great Attributional Divide: How Divergent Views of Human Behavior Are Shaping Legal Policy, 57 EMORY L.J. 311, 325-26 (2007).

³ The committee suggests introducing the topic as part of the preliminary instructions as there is research that suggests priming jurors may be more effective than waiting until the end of a case. See, e.g., Lisa Kern Griffin, Narrative, Truth, and Trial, 101 GEO. L.J. 281, 232 (2013); Kurt Hugenberg, Jennifer Miller & Heather M. Claypool, Categorization and Individuation in the Cross-Race Recognition Deficit: Toward a Solution to an Insidious Problem, 43 J. EXPERIMENTAL SOC. PSYCH. 334 (2007) (finding that warnings given ahead of time about likely misperceptions of other race faces may be effective).

**PRELIMINARY INSTRUCTION TO BE GIVEN
TO THE ENTIRE PANEL BEFORE JURY SELECTION**

It is important that you discharge your duties without discrimination, meaning that bias regarding the race, color, religious beliefs, national origin, sexual preference, or gender of the [plaintiff,] defendant, any witnesses, and the lawyers should play no part in the exercise of your judgment throughout the trial.

Accordingly, during this voir dire and jury selection process, I [the lawyers] may ask questions [or use demonstrative aids] related to the issues of bias and unconscious bias.

**PRELIMINARY INSTRUCTIONS TO BE GIVEN
BEFORE OPENING STATEMENTS**

DUTY OF JURY

Jurors: You now are the jury in this case, and I want to take a few minutes to tell you something about your duties as jurors and to give you some preliminary instructions. At the end of the trial I will give you more detailed [written] instructions that will control your deliberations. When you deliberate, it will be your duty to weigh and to evaluate all the evidence received in the case and, in that process, to decide the facts. To the facts as you find them, you will apply the law as I give it to you, whether you agree with the law or not. You must decide the case solely on the evidence and the law before you and must not be influenced by any personal likes or dislikes, opinions, prejudices, sympathy, or biases, including unconscious bias. Unconscious biases are stereotypes, attitudes, or preferences that people may consciously reject but may be expressed without conscious awareness, control, or intention.¹ Like conscious bias, unconscious bias, too, can affect how we evaluate information and make decisions.²

In addition, please do not take anything I may say or do during the trial as indicating what I think of the evidence or what your verdict should be—that is entirely up to you.

Model Ninth Circuit Criminal Instruction 1.1 (modified). Criminal Instruction 1.1 is similar to Model Civil Instruction 1.1B.

¹ Definitions modified by combining writings and comments by Harvard Professor Mahzarin Banaji.

² <http://faculty.washington.edu/agg/pdf/Kang&al.ImplicitBias.UCLALawRev.2012.pdf>

CREDIBILITY OF WITNESSES

In deciding the facts in this case, you may have to decide which testimony to believe and which testimony not to believe. You may believe everything a witness says, or part of it, or none of it.

In considering the testimony of any witness, you may take into account:

- (1) the witness's opportunity and ability to see or hear or know the things testified to;
- (2) the witness's memory;
- (3) the witness's manner while testifying;
- (4) the witness's interest in the outcome of the case, if any;
- (5) the witness's bias or prejudice, if any;
- (6) whether other evidence contradicted the witness's testimony;
- (7) the reasonableness of the witness's testimony in light of all the evidence; and
- (8) any other factors that bear on believability.

You must avoid bias, conscious or unconscious, based on the witness's race, color, religious beliefs, national origin, sexual preference, or gender in your determination of credibility.

The weight of the evidence as to a fact does not necessarily depend on the number of witnesses who testify about it.

Model Ninth Circuit Criminal Instruction 1.7 (modified)

**INSTRUCTION TO BE GIVEN
DURING CLOSING INSTRUCTIONS
(perhaps before 7.5 – Verdict Form)**

DUTY OF JURY

I want to remind you about your duties as jurors. When you deliberate, it will be your duty to weigh and to evaluate all the evidence received in the case and, in that process, to decide the facts. To the facts as you find them, you will apply the law as I give it to you, whether you agree with the law or not. You must decide the case solely on the evidence and the law before you and must not be influenced by any personal likes or dislikes, opinions, prejudices, sympathy, or biases, including unconscious bias. Unconscious biases are stereotypes, attitudes, or preferences that people may consciously reject but may be expressed without conscious awareness, control, or intention.¹ Like conscious bias, unconscious bias, too, can affect how we evaluate information and make decisions.²

Model Ninth Circuit Criminal Instruction 1.1 (modified). Criminal Instruction 1.1 is similar to Model Civil Instruction 1.1B.

¹ Definitions modified by combining writings and comments by Harvard Professor Mahzarin Banaji.

² <http://faculty.washington.edu/agg/pdf/Kang&al.ImplicitBias.UCLALawRev.2012.pdf>

IMPLICIT BIAS INSTRUCTIONS VIDEO LINK

<http://www.wawd.uscourts.gov/jury/unconscious-bias>

Bar Bulletin Article about Federal Court Package

We all have biases. These unconscious, instantaneous, almost automatic judgments can help us get through the day. However, when those unconscious biases stereotype a person because of race, gender, national origin, sexual orientation, age, or other qualities, they are no longer helpful but harmful to the right to a fair trial. Results of the widely taken Implicit Association Test (IAT) and other research show a high and nearly universal preference of whites over blacks.¹ Even with African American test-takers, 40 percent showed a pro-white preference. Jurors bring these biases to court when they report for jury service.

A recent case, *Colorado v. Pena-Rodriguez*,² shows the damage inflicted by jurors who harbor racial bias. There, during deliberations a juror revealed his opinion that the defendant “did it because he’s Mexican” and that an alibi witness was not credible because the witness “was an illegal” (the witness was a legal resident). The United States Supreme Court reversed the conviction despite the federal no-impeachment rule for jury verdicts. Regarding voir dire about race, the Court stated:

In an effort to ensure that individuals who sit on juries are free of racial bias, the Court has held that the Constitution at times demands that defendants be permitted to ask questions about racial bias during voir dire.

Colorado v. Pena-Rodriguez, No. 15-606, slip opinion at 14.

So what should courts do about the biases and prejudices jurors bring to the court? In 2015, the federal court for the western district of Washington organized a bench-bar-academic committee to develop an answer. Last month, after nearly two years of work, the committee produced a video on

¹ The IAT is available at <https://implicit.harvard.edu/implicit/takeatest.html>

² Slip opinion, No. 15-606, March 6, 2107.

implicit bias for use in juror orientation or in the courtroom, and pattern jury instructions on implicit bias.³ The federal court adopted them both.

The video features United States District Court Judge John C. Coughenour, celebrated defense attorney Jeffery Robinson, and Annette Hays, Acting United States District Attorney for the Western District of Washington. These three explain on the video how such automatic preferences and biases can influence our perceptions and decisions, threatening the constitutional right to fair trial and due process, and jeopardizing public confidence in the legal system.

Introducing the topic of implicit bias during juror orientation is optimal. Research shows that awareness of unconscious biases is key to minimizing their effects on perceptions and decision-making. Social science research also shows that impressions formed early can shape the understanding of what follows, called “priming” and “cognitive filtering”.⁴ This timing is important because orientation is when jurors are introduced to the concepts of the right to fair trial, the role of the jury system, and the need to discard bias and prejudice to decide the case fairly. Awareness of unconscious stereotypes and biases is logically related.

Building on the juror orientation video are the pattern jury instructions. Preliminary instructions prepare jurors for voir dire questioning related to conscious and unconscious bias.⁵ They also legitimize the attorneys’ subsequent inquiries because the instructions come from the judge. Other instructions in

³ The video is available at <https://colorcreative.wetransfer.com/downloads/a64f4a4ea6df8d40d4b72ecdb78def5420170303043321/138c62b268606299fad720ebda60854720170303043321/c83c6d>

Unfortunately, as of this writing the jury instructions on implicit bias are not available online.

⁴ Anna Roberts, *(Re)forming the Jury: Detection and Disinfection of Implicit Juror Bias*, 44 CONN. L. REV. 827, 863-66 (2012).

⁵ The instruction provides: “It is important that you discharge your duties without discrimination, meaning that bias regarding the race, color, religious beliefs, national origin, sexual preference, or gender of the plaintiff, defendant, any witnesses, and the lawyers should play no part in the exercise of your judgment throughout the trial. Accordingly, during this voir dire and jury selection process, the lawyers may ask questions related to the issues of bias and unconscious bias.”

the packet, to be used before opening statements and at the close of the evidence, caution jurors not to allow biases and stereotypes to affect their evaluation of the evidence and decisions. These federal instructions are similar to those used in other jurisdictions.⁶

Some have questioned whether these instructions constitute an impermissible comment on the evidence, in violation of article IV, section 16 of the Washington Constitution.⁷ This is nonsense. "It's not a comment on the evidence," says Jeff Robinson, "it's a comment on the way people think. It's a comment on the existence of unconscious bias and how to identify it and eliminate it. It's the court saying you can't use race to determine if a witness is being truthful, or as a reason to convict my client." Moreover, courts already caution jurors against relying on prejudice, WPIC 1.01, WPIC 1.02, or bias, WPI 1.02, in reaching a verdict. The implicit bias instructions simply add unconscious prejudices and biases.

Targeted voir dire is the third and an essential component. Studies show that racial bias is most influential when race is not an overt issue in the trial. Where race is prominent, as in a prosecution for a hate crime or a civil case involving racial epithets, jurors make an effort to combat their prejudices. However, where race is never mentioned but lurks in the background— as where a party in a civil case, or the defendant or victim in a criminal case or important witness in any type of case is a person of color—that race bias is most likely to rear its ugly head.⁸ Consider *Colorado v. Pena*. Would the juror who did not reveal his racist views until he got to the jury room have been removed for cause in the courtroom if he had expressed those views during jury selection?

⁶ See American Bar Association, "Achieving an Impartial Jury (AIJ) Toolbox", pages 17-22, available at http://www.americanbar.org/content/dam/aba/publications/criminaljustice/voirdire_toolchest.authcheckdam.pdf

⁷ "Judges shall not charge juries with respect to matters of fact, nor comment thereon . . ." CONST. Art. IV, section 16. A statement or instruction would be a comment on the evidence "If the court's attitude toward the merits of the case or the court's evaluation relative to the disputed issue is inferable. . . ." *State v. Lane*, 125 Wn.2d 825, 838 (1995).

⁸ See Samuel R. Sommers and Phoebe C. Ellsworth, "Race Salience" in *Juror Decision-Making: Misconceptions, Clarifications and Unanswered Questions*, 27 BEHAV. SCI. & L. 599 (2009).

Counsel's job in jury selection "is to get jurors to reveal their real beliefs" says Jeff Robinson. Open-ended questions are best for sparking discussion, especially if focused on controversial subjects such as the President's travel ban, Black Lives Matter, the Confederate flag. Or lawyers could simply ask what the jurors thought about the implicit bias video. The point is to get jurors talking in order to give the lawyers sufficient information for an intelligent exercise of for cause and peremptory challenges.

Racial and other prejudice and bias is part of the fabric of American life and, hence, is endemic to the jury system. "The fact is that every single person in that courtroom has racist thoughts. It's not a white or black issue; it's an American issue," says Mr. Robinson.



DMCJA BOARD MEETING
FRIDAY, APRIL 14, 2017
12:30 PM – 3:30 PM
AOC SEATAC OFFICE
SEATAC, WA

PRESIDENT JUDGE G. SCOTT MARINELLA

SUPPLEMENTAL AGENDA

PAGE

Call to Order

General Business

- A. Minutes – March 10, 2017; Amended Minutes for March 10, 2017**
- B. Treasurer’s Report – Judge Meyer**
- C. Special Fund Report – *Judge Robertson*
- D. Standing Committee Reports
 - 1. Legislative Committee – *Judge Meyer*
 - a. Minutes for September 9, 2016
 - b. Minutes for October 14, 2016
 - 2. Rules Committee Minutes for February 22, 2017
 - 3. Conference Planning Committee
 - a. Minutes for March 9, 2017
 - b. Draft Minutes for March 23, 2017
- E. Trial Court Advocacy Board (TCAB)
- F. Judicial Information Systems (JIS) Report – *Ms. Vicky Cullinane*

X1-X7
X8-X25

Liaison Reports

- A. District and Municipal Court Management Association (**DMCMA**) – *Ms. Paulette Revoir*
- B. Misdemeanant Corrections Association (**MCA**) – *Ms. Melissa Patrick*
- C. Superior Court Judges’ Association (**SCJA**) – *Judge Sean O’Donnell*
- 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*

Action

- A. BJA Staggered Term Proposal

20

<p>Discussion</p> <ul style="list-style-type: none"> A. Judicial Assistance Services Program (JASP) Update – <i>Judge Timothy Jenkins</i> B. Senate Bill 6360, <i>Consolidation of Traffic-Based Financial Obligations</i>, Workgroup– <i>Judge Elizabeth Cordi-Bejarano</i> C. Courthouse Security Rule Update – <i>Judge Rebecca Robertson</i> D. Lake Forest Park Municipal Court: Mayor’s proposed Termination of Court E. Implicit Bias Jury Instructions – <i>Judge Linda Coburn</i> F. DMCJA Finances – Whether to Reduce the Number of Banks holding DMCJA Funds G. Access to Justice Newly Developed State Plan – Judge Aimee Maurer 	<p>21-22</p> <p>23</p> <p>24-28</p> <p>29</p> <p>30-39</p> <p>X26-X55</p>
<p>Information</p> <ul style="list-style-type: none"> A. There are two vacant DMCJA Representative Positions for the Presiding Judge and Administrator Education Committee. B. There is a vacant DMCJA Representative Position for the WSBA Council on Public Defense Committee. C. The Washington State Association of Drug Court Professionals is hosting its annual drug court conference October 27, 2017 at the Southcenter DoubleTree Hotel in Seattle, WA. Dr. Doug Marlowe will be the main speaker. D. Data Dissemination Committee (DDC) Violence Against Women Act (VAWA) Workgroup <ul style="list-style-type: none"> 1. Legal Voice Letter dated January 17, 2017 for VAWA Compliance in Washington 2. Department of Justice (DOJ) Opinion regarding VAWA Compliance in Washington E. Washington Supreme Court adopted GR 36 – Trial Court Security Rule and Minimum Standards, which will become effective on September 1, 2017. 	<p>X56</p> <p>X57-X61</p> <p>X62-X63</p> <p>X64-X68</p>
<p>Other Business</p> <p>The next DMCJA Board Meeting is May 13, 2017, 11:10 a.m. to 1:00 p.m., at the Chrysalis Inn, Bellingham, WA.</p>	
<p>Adjourn</p>	
<p>Persons with a disability, who require accommodation, should notify Susan Peterson at 360-705-5278 or susan.peterson@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, March 10, 2017, 12:30 p.m. – 3:30 p.m.
AOC SeaTac Office
SeaTac, WA

AMENDED MEETING MINUTES

Members Present:

Chair, Judge G. Scott Marinella
Judge Scott Ahlf
Judge Linda Coburn (phone)
Judge Karen Donohue
Judge Douglas Fair
Judge Michael Finkle
Judge Janet Garrow (non-voting)(phone)
Judge Michelle Gehlsen
Judge Michael Lambo
Judge Mary Logan (non-voting)
Judge Samuel Meyer
Judge Kevin Ringus (non-voting)
Judge Rebecca Robertson (phone)
Judge Douglas Robinson
Judge Charles Short (phone)
Judge Tracy Staab
Judge David Steiner

Members Absent:

Judge Judy Jasprica (non-voting)
Commissioner Rick Leo

Guests:

Judge Sean O'Donnell, SCJA (phone)
Mr. Loyd Willaford, WSAJ

AOC Staff:

Ms. J Benway (phone)
Ms. Vicky Cullinane
Ms. Sharon R. Harvey
Ms. Susan Peterson

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 12:42 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 February 10, 2017 Minutes, with corrections to non-substantive clerical errors.

B. Treasurer's Report

M/S/P to approve the Treasurer's Report. Judge Meyer reported that money is coming in and bills are being paid from DMCJA financial accounts. In follow up to the last Board meeting, it was confirmed that the current FDIC limits are still at two hundred and fifty thousand dollars (\$250,000). It was suggested that funds could be moved to two banks instead of three, and the special fund could be kept in a separate bank. Judge Marinella asked that this be put on for discussion at the April Board meeting with specific numbers at that time. He would like to know what Judge Meyer and Judge Robertson think at that time after the figures are discussed.

C. Special Fund Report

M/S/P to approve the Special Fund report. Judge Robertson provided the Special Fund report.

D. Standing Committee Reports

1. Legislative Committee

Judge Meyer provided a legislative update on DMCJA proposed bills. He reported that House Bill (HB) 1199/ Senate Bill (SB) 5203, *Allowing Youth Courts to have Jurisdiction over Transit Infractions*, passed out of the House unanimously, and the bill will have a hearing in the Senate. He informed that HB 1478/SB 5342, *Discover Pass Penalty Distribution*, was amended in the Senate to apply to small counties. A second

amendment prevents these small counties from retaining non-interest monies if the county has a 12% or higher discover pass dismissal rate. Judge Meyer further reported that HB 1221, *Solemnization of Marriages by CLJ Commissioners*, made it through the House with only one dissent. However, it is unlikely to pass the Senate because of opposition by Senator Padden. Judge Meyer reported that HB 1196/SB 5175, *Modifying Process to Recover Judgments in Small Claims Court*, passed out of the House; however, Senator Padden told Melanie Stewart, Esq., DMCJA Lobbyist, that the bill would only pass the Senate if it is revenue neutral. Judge Meyer informed that the DMCJA Executive Legislative Committee will discuss the issue at its next meeting. The Board discussed the bill and recommended that it be tabled for next year. Judge Meyer will contact Judge Garrow and let her know the status of the small claims bill.

2. Rules Committee

a. Proposed Amendment to Evidence Rule 1101 (4), *Applications for Protection Orders*

Ms. Benway reported on the Committee's proposed amendment to Evidence Rule (ER) 1101 (4). This proposed amendment relates to Initiative 1491, which created the Extreme Risk Protection Order Act. The Committee determined that ER 1101 (c)(4), which governs applications of protection orders, should be amended to reflect the current law. Thus, the Committee requests that the Board forward to the Supreme Court Rules Committee its proposed amendment to ER 1101 (c)(4). M/S/P to make this topic a discussion item.

Judge Marinella then requested that Ms. Benway discuss the Committee's recommended amendment to CrRLJ 3.4, *Presence of Defendant*, which is an action item on the agenda. See Action.

E. Trial Court Advocacy Board (TCAB) Update

Judge Marinella reported that the TCAB met prior to the DMCJA Board meeting. They are pursuing adequate funding in the courts and rejuvenating the Justice in Jeopardy Initiative. The TCAB has created a plan that involves "layering," which would direct that the state pays 50% of district court and qualifying municipal judges' salaries, up from 15%. Judge Clarke said he will assist in that, and Judge Downes will talk to the SCJA Legislative Committee to see who could work with Judge Clarke to draft that legislation. Judge Clarke asked that Judge Meyer also talk to Melanie Stewart, Esq., who can assist with writing the legislation. Further, TCAB is seeking judicial partners, such as the Washington Association of Prosecuting Attorneys, Association of Cities, Association of Counties, and others. The group is considering presentations to the Legislature. Judge Ahlf informed that the 15% referred to earlier is Trial Court Improvement Account (TCIA) money. Originally, TCAB wanted to look at trial court funding but decided that a more focused approach would be more effective.

F. Judicial Information Systems (JIS) Report

Ms. Cullinane provided a courts of limited jurisdiction case management system (CLJ-CMS) Project update. She informed that they just finished two weeks of vendor demonstrations, and the CLJ-CMS Project Steering Committee is currently determining where the evaluators will go to the two upcoming site visits. The Project Steering Committee expects to have the apparent successful vendor named by May 2017, and expects to have the vendor on board and starting work in September 2017. Ms. Cullinane further informed that the CLJ-CMS Project team is working on earlier outreach to the court community to minimize the surprise of a new case management system. Thus, they are attending as many events as they can to let people know about the project. Ms. Cullinane said they plan to have a table at both the DMCJA Legislative Committee Reception and Board for Judicial Administration (BJA) Reception next week. She said they have also been invited to all three judicial conferences this year, and they are trying to make sure everyone has as many tools as possible to promote the CLJ-CMS Project. Ms. Cullinane also circulated a brochure and two flyers to the group, and she reminded the group that on Inside Courts, the CLJ-CMS Project website now has a complete legislative toolkit available, which includes a one-page CLJ-CMS Project fact sheet for legislators and templates for letters to their legislators.

Ms. Cullinane reported that following a major upgrade of the SECTOR system by Washington State Patrol (WSP), they are having some problems with eTickets. The most significant of these is that some tickets are missing, and never reached the court. She explained the nature of the problem and said WSP is working on

fixing it, and AOC continues to monitor and test. She said there's another problem with preset court dates, and now those preset court dates are showing up incorrectly. She explained that WSP has to fix the problem on their end before the Administrative Office of the Courts (AOC) can do anything further. She encouraged members to notify the AOC of any problems that they see. She further informed that soon court staff will no longer have to manage prosecutors' and public defenders' JABS access, because the AOC will handle it.

Regarding the Expedited Data Exchange Project, Ms. Cullinane explained that there was a very aggressive deadline, and they have not had enough resources to meet the original deadline. August is the deadline for King County District Court to go live with their new system. King County modified its plan accordingly, to Go Live first with the non-well-identified person civil filings by August, and delay implementation of other case types. She explained that the project is especially short of Business Analysts. It was noted that there may be a problem with obtaining enough staff to work on the project, which could cause issues with implementation. Ms. Cullinane said the AOC has modified its project plan. The plan is to move first to the King County Clerk's Office data exchange in early 2018, and then come back to the district court data exchange. She informed they will likely need more money than they thought with the project extending past its original deadline, which could impact other projects, including the CLJ-CMS Project. In addition, a question arose about data exchange with regard to Spokane Superior Court. Ms. Cullinane explained there was originally a misunderstanding between Spokane and the AOC regarding the intent of the Odyssey implementation, so Spokane's implementation was moved to the end of the project. However, the AOC is still working with Spokane to address their needs. Judge Staab informed that Tyler, which is the vendor for the Superior Court case management system (SC-CMS), liked what Spokane already had in place, and, therefore, is planning to incorporate it into the SC-CMS.

LIAISON REPORTS

A. Misdemeanant Corrections Association (MCA)

Ms. Melissa Patrick was unable to attend the meeting; however, she provided flyers and a written MCA report. Judge Marinella read the following report to the Board: *The MCA would like to remind the DMCJA of our annual conference in May in Spokane; as well as the invitation to our one-day training with Dr. Ed Latessa on recidivism. Additionally, nominations are now being accepted for Probation Officer of the Year (Belinda Galde Memorial Award), Probation Department of the Year, Support Staff of the Year and Outside Partner of the Year.*

B. Superior Court Judges' Association (SCJA)

Judge O'Donnell reported that SCJA legislative bills of interest are moving forward in the Legislature. House Bill (HB) 1378, *Disqualification of Judges*, is expected to pass the Legislature. Additionally, HB 1396, *regarding Court Clerk Duties*, was labeled as a cleanup bill, but is more than that and relates to records and how those records will be managed with Odyssey, according to Judge O'Donnell. The issues with that bill have been removed, and clerks and judges will have to have a summit this summer about it. Further, HB 1603, concerning child support issues, is proceeding without controversy.

Judge O'Donnell then informed of a lawsuit in Okanogan County, where the county council has been sued. It involves the juvenile/superior court administrator and the salary the judges want to pay. The lawsuit, which was filed June 2016, has incurred hundreds of thousands of dollars in attorneys' fees for the County. Judge O'Donnell then asked the question, when issues like state/county officials going against other state/county officials occur, should that happen through the Attorney General's Office? He then explained that the SCJA bill, HB 1378, was originally entitled, "affidavit of prejudice," but is now known as "disqualification of a judge." Judge O'Donnell explained that an agreed trial continuance would not be a discretionary ruling, which makes superior court similar to courts of limited jurisdiction. The bill seeks to make trials easier for the smaller counties.

There was also a question about the hiring of an SCJA Policy Analyst. Judge O'Donnell explained that Ms. Intisar Surur was hired as the SCJA Senior Policy Analyst. Ms. Janet Skreen is Ms. Surur's direct

supervisor. Ms. Surur will work with the SCJA on the 3DaysCount Initiative and Pretrial Reform Task Force. In addition, Judge Michael Downes will be Ms. Surur's general supervisor, and the SCJA Board will approve her substantive work product.

1. 3DaysCount Initiative Status Update

Judge O'Donnell provided a status update for the 3DaysCount Initiative. He informed that a Pretrial Task Force plans to look at whether they can and/or should be augmenting pretrial services for those accused of crimes. In Washington, pre-trial risk assessment tools are being used in (1) Spokane County and (2) Yakima County. He further reported that the SCJA, DMCJA, and Minority and Justice Commission (MJC) will apply for the 3DaysCount Initiative grant.

The group is planning a kickoff to explore the following three areas: (1) How are we assessing risk, and what are the best practices with that, (2) what kind of data should be collected, and how affective are we at making decisions, and (3) what are the best practices for pretrial services, and are there pretrial services that should be offered while awaiting trial? On March 31, 2017, the Pretrial Task Force will have a planning meeting. The kickoff meeting will likely happen in June 2017.

Judge Mary Logan, Trial Court Sentencing & Supervision Committee (TCSSC), informed that her Committee has done what Judge O'Donnell is seeking to do, and, therefore, offered to extend whatever her committee can do to help in their endeavor. Judge Logan said TCSSC may be able to help develop a list of who should be involved in the Pretrial Task Force. Judge O'Donnell then invited TCSSC members to the Pretrial Task Force meeting on March 31, 2017. He informed that the meeting will be held at the AOC SeaTac Office and participants may also join via Conference Call.

C. Washington State Association for Justice (WSAJ)

Mr. Willaford reported that on May 4, 2017, WSAJ is hosting its annual Law Day Celebration and Awards Dinner honoring members of the Judiciary. He informed that the Law Day Dinner supports bar scholarships to train new trial lawyers, and provided a flyer for anyone interested in attending. Mr. Willaford further reported that some individual members have reached out to presiding judges to address concerns regarding courts scheduling only one or two days for civil trials. He informed that individual WSAJ members are finding solutions to this issue. Judge Marinella stated that he wants to be sure lawyers can stick to that amount of time, and asked that the WSAJ continue to inquire with individual judges regarding the reason for scheduling one or two days for civil trials.

D. Board for Judicial Administration (BJA)

Judge Garrow reported that the BJA and its Policy and Planning Committee are working on setting strategic goals for the BJA for 2017-19. They received over 20 proposals from members of the various judicial branch entities. At the last BJA meeting, they did a session to discuss the proposed goals. During that session, members ranked those that they were interested in pursuing. Those near the top of the ranking included funding for courts, interpreters, and court security, which were goals proposed by the DMCJA. The Committee will meet again to review the results and return to the next BJA meeting for a final decision on which strategic goal(s) would be adopted. Judge Ringus reported that the Court Education Committee retreat is March 24, 2017, at the Cedarbrook Lodge in Seattle. The next BJA meeting is scheduled for March 17, 2017.

ACTION

1. *DMCJA Rules Committee Recommended Amendment to CrRLJ 3.4, Presence of Defendant*
M/S/P to approve the Rules Committee's recommendation to use permissive language instead of mandatory language regarding the use of video testimony. The Committee recommended the language be changed from shall, to may, under CrRLJ 3.4 (3)(e). An example of good cause for not using video testimony includes a court not actually having the equipment.

2. *Proposed Amendment to Evidence Rule 1101 (4)*

M/S/P to approve the Rules Committee recommendation to forward proposed amendment to ER 1101 (4) to the Supreme Court Rules Committee.

DISCUSSION

A. Salary Commission Meeting Update – Judge Robertson

Judge Robertson reported on the Salary Commission meeting January 25, 2017. **She informed that courts of limited jurisdiction judges' salaries are not on par with the federal judges' salaries.** Judge Robertson mentioned a Salary Commission flyer that she would circulate to the Board. Judge Marinella explained that the Salary Commission is requesting DMCJA support for its commission, which has no funding. The Legislature has removed all financial support from them, and they may lose the one staff person they do have if this continues. The Board discussed this, and the general consensus was that the Association should write a letter to the different entities in the Legislative Branch in support of the commission, and emphasize that the Salary Commission has done a great job, but, now cannot do anything with their limited funding.

B. 3DaysCount Initiative Update – Judge Marinella

This item was discussed above under the SCJA Liaison report.

C. Community Competency Evaluators (RCW 10.77.073) – Judge Lambo

Judge Lambo gave an update on Western State Hospital's challenges regarding timely evaluations. He addressed RCW 10.77.073, which allows courts to hire their own community competency evaluators if DSHS is unable to meet the seven-day performance target, while receiving reimbursement from DSHS for performing the service. Judge Lambo asked the Board whether any of the cities have a problem with the evaluations coming in on a timely basis, or whether they would consider going outside of their county. The Board discussed the questions. It was found that one county had experienced a quick three-day turnaround; however, two other counties have experienced some problems getting evaluations. There is also concern that if you are a municipality, you may not be able to benefit because the time, cost, and/or recording you would have to do to find your own evaluator would take more time than one could afford to spend, and it is possible if it is not a large city, like Seattle or Spokane, one may still not be able to find an evaluator. Judge Marinella said he is supportive of having the Legislative Committee look at it next year.

D. Board Operational Rules – Whether to adopt an Attendance Policy

Judge Marinella provided the Board with a copy of the DMCJA Operational Rules and reminded members of their duty to regularly attend Board meetings. He noted that the Judicial Information System Committee (JISC) has an attendance policy. He inquired whether the Board wanted to include an attendance policy in its Board Operational Rules. He reminded members it is a privilege to serve a 3-year term on the Board, and when some members are not in attendance, it creates a void. The Board discussed the pros and cons of putting an attendance policy in place.

E. BJA Representatives' Staggered Terms Proposal

Ms. Misty Butler noted a problem with the BJA Representatives' Staggered Terms and provided possible solutions, which the Board discussed. Judge Steiner will draft a proposal to be reviewed and voted on by the Board. The Board will then refer the proposed language to the DMCJA Bylaws Committee for a proposed amendment to be voted on by the DMCJA membership. This will be an Action item at the April Board meeting.

F. Mock Trial State Championship – Request for Board Representative as Rater

The Board received a request from Ms. Sara Clinton, Executive Director of YMCA Youth & Government, regarding the 2017 Mock Trial State Championship. Specifically, she requests a DMCJA member volunteer to serve as a rater for the Mock Trials on Sunday, March 26, 2017, in Olympia. The rater's job is to judge the performance of those competing in the mock trials. A request will be sent to the DMCJA listserv.

G. Comment for General Rule (GR) 36, Peremptory Challenges

This issue relates to American Civil Liberties Union (ACLU) proposed amendment to GR 35, Jury Selection. Specifically, the amendment addresses potential bias in peremptory juror exclusions. The GR number has changed many times and is listed in the June 2016 DMCJA Board minutes as GR 35. The Board decided not to endorse the proposed GR 35, Jury Selection, but instead to offer assistance in reforming the rule. The Board invited Mr. Salvador Mungia, ACLU, to its September Board meeting. There was a good discussion at the meeting; however, proposed GR 36, *Jury Selection*, remained unchanged. Thus, Judge Marinella will draft a comment regarding the Board's position, which he will submit prior to the comment period deadline of April 30, 2017.

H. Proposed Amendment to Evidence Rule (ER) 1101 (4)

M/S/P to make this topic an action item. The Rules Committee recommended that the Board forward proposed amendment to ER 1101 (c)(4) to the Supreme Court Rules Committee. The Board considered the Committee's recommendation. M/S/P to make this an action item.

INFORMATION

A. Nominating Committee Slate of Candidates

Judge Steiner provided the Board with the Slate of Candidates to date. He informed that he and the Nominating Committee were surprised at how difficult it was to get volunteers this year. The Board discussed the slate, and members suggested possible additional candidates who may be interested in running. Once the additional candidates are confirmed, the slate of candidates will be amended. The Board also discussed possible ways to obtain more membership participation in leadership and other positions.

B. Trial Court Sentencing and Supervision Committee Update

Judge Logan provided a Trial Court Sentencing and Supervision Committee update earlier in the meeting. See Discussion, 3DaysCount Initiative Status Update.

C. Implicit Bias Jury Instructions

Judge Coburn informed that jury instructions regarding unconscious bias were created by the Western District of Washington's bench and bar academic committee, which has long standing commitments to a fair and unbiased judicial process. Judge Donohue expressed that Seattle Municipal Court uses these instructions.

D. DMCJA Legislative Committee Reception

The DMCJA Legislative Committee will host its annual legislative reception on March 17, 2017, from 12:15 p.m. to 1:15 p.m., in the Chief Justice's Reception Room, at the Temple of Justice. Judge Marinella informed that the reception offers legislators an opportunity to learn more about the accomplishments and needs of courts of limited jurisdiction.

E. BJA Annual Legislative Reception

The BJA will host its annual legislative reception on March 14, 2017, from 5:30 p.m. to 7:30 p.m., at the Temple of Justice. Judge Marinella encouraged Board members to attend.

F. DMCJA Proposed Amendments to CrRLJ 3.2, Release of Accused.

The Washington State Supreme Court adopted DMCJA proposed amendments to CrRLJ 3.2.

G. Presiding Judge and Administrator Education Committee

Judge Marinella informed that Judge Nancy McAllister, South Pacific County District Court, was nominated to serve on this committee. There are still two remaining vacancies. Another meeting announcement will be sent out to the DMCJA listserv for each of these positions requesting volunteers. This is a three year position.

H. Washington State Center for Court Research (WSCCR) Advisory Board

Judge Marinella informed that Judge Laurel Gibson, King County District Court, was nominated to represent the DMCJA on the WSCCR Advisory Board. This is a three year position.

A listserv message congratulating the judges who were nominated will be sent out to the DMCJA listserv.

OTHER BUSINESS

- A. Judge Robinson informed that the 2017 Annual Washington State Misdemeanant Corrections Association Conference is May 1-3, 2017, at the Hotel Red Lion Spokane at the Park. He encouraged Board members to send their probation officers to the conference to support the program.
- B. The next DMCJA Board Meeting is April 14, 2017, 12:30 a.m. to 3:30 p.m., at the AOC Office in SeaTac.

ADJOURNED at approximately 2:57 PM.

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 March 31st, 2017

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
- Current Budget Balance

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

PLEASE BE SURE TO KEEP FOR YOUR RECORDS

Washington State District And Municipal Court Judges Assoc.
Statement of Financial Position
As of March 31, 2017

	Mar 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Bank of America - Checking	46,397
Bank of America - Savings	122,788
US Bank - Savings	70,719
Washington Federal	49,464
Total Checking/Savings	289,368
Total Current Assets	289,368
Fixed Assets	
Accumulated Depreciation	(550)
Computer Equipment	579
Total Fixed Assets	29
Other Assets	
Prepaid Expenses	9,250
Total Other Assets	9,250
TOTAL ASSETS	298,647
LIABILITIES & EQUITY	
Equity	
Unrestricted Earnings	(78,605)
Unrestricted Net Assets	305,296
Net Income	71,957
Total Equity	298,647
TOTAL LIABILITIES & EQUITY	298,647

Washington State District And Municipal Court Judges Assoc.
Statement of Activities
For the Nine Months Ending March 31, 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	TOTAL
Ordinary Income/Expense										
Income										
2017 Special Fund	0	0	0	0	0	0	0	3,475	875	4,350
Interest Income	13	13	12	9	6	16	5	8	6	87
Membership Revenue	0	0	0	0	0	0	8,000	117,400	51,225	176,625
Total Income	13	13	12	9	6	16	8,005	120,883	52,106	181,062
Gross Profit	13	13	12	9	6	16	8,005	120,883	52,106	181,062
Expense										
Pro-Tem	0	0	0	0	0	0	0	0	9,146	9,146
Prior Year Budget Expense	1,975	612	2,398	831	0	0	32	0	0	5,849
4 - Board Meeting Expense	453	2,453	3,863	993	2,262	468	3,843	636	2,505	17,477
5 - Bookkeeping Expense	0	0	535	225	248	416	736	293	563	3,015
7 - Conference Calls	0	0	9	0	117	0	0	0	0	126
8 - Conference Committee	0	0	0	0	0	0	0	0	1,000	1,000
10 - Diversity Committee	0	298	621	863	0	0	0	0	0	1,781
11 - DMCJA/SCJA Sentencing Alt.	0	0	287	0	287	0	0	0	164	739
12 - DMCMA Liaison Committee	0	0	0	339	0	0	0	0	0	339
14 - Education Committee	0	868	0	0	0	683	363	0	0	1,913
15 - Educational Grants	0	0	0	0	439	0	0	0	0	439
16 - Education - PJ Confrence	0	0	15,000	0	0	0	0	(3,722)	0	11,278
17 - Education - Security	0	0	0	0	0	0	287	0	0	287
18 - Judicial Assistance Commit	0	(6,700)	438	3,464	2,722	0	1,444	0	1,984	3,353
19 - Judicial Community Outreac	0	0	54	287	0	0	0	0	0	341
20 - Legislative Committee	0	151	453	0	0	0	0	0	989	1,593
21 - Legislative Pro-Tem	0	42	0	0	136	0	0	0	82	259
22 - Lobbyist Contract	3,083	5,083	7,083	5,083	5,083	5,083	3,083	3,083	9,083	45,750
24 - Long-Range Planning Commit	0	0	0	0	0	0	0	0	122	122
25 - MCA Liaison	0	0	0	0	0	0	0	0	403	403
26 - National Leadership Grants	0	0	0	1,585	1,050	0	0	0	0	2,635
28 - President Expense	0	0	100	0	0	0	0	0	0	100
29 - Pro Tempore	0	0	0	0	0	0	0	136	0	136
31 - Rules Committee	0	22	0	85	0	0	164	0	0	271
32 - SCJA Board Liaison	0	54	0	0	0	0	64	54	0	172
34 - Treasurer Expense and Bond	0	54	0	0	0	0	0	0	0	54
36 - Trial Court Advocacy Board	0	0	0	0	353	0	46	0	0	398
99 - Depreciation Expense	10	10	10	10	10	10	10	10	10	86
Bank Service Charges	0	0	0	14	12	5	5	15	(5)	46
Interest Expense	0	0	0	0	0	0	(4)	0	0	(4)
Total Expense	5,521	2,946	30,852	13,779	12,719	6,665	10,074	505	26,045	109,105
Net Ordinary Income	(5,508)	(2,933)	(30,839)	(13,770)	(12,713)	(6,649)	(2,069)	120,378	26,061	71,957
Net Income	(5,508)	(2,933)	(30,839)	(13,770)	(12,713)	(6,649)	(2,069)	120,378	26,061	71,957

9:08 AM
04/04/17

Washington State District And Municipal Court Judges Assoc.
Reconciliation Detail
Bank of America - Checking, Period Ending 03/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						78,213.80
Cleared Transactions						
Checks and Payments - 35 Items						
Check	03/01/2017	online	Susanna Neil Kanth...	X	-300.00	-300.00
Check	03/02/2017	online	Olympia Muni Court	X	-2,000.00	-2,300.00
Check	03/02/2017	online	Melanie Stewart	X	-2,000.00	-4,300.00
Check	03/03/2017	online	Melanie Stewart	X	-2,000.00	-6,300.00
Check	03/03/2017	online	AOC	X	-1,726.53	-8,026.53
Check	03/03/2017	online	Pierce County Book...	X	-562.50	-8,589.03
Check	03/06/2017	online	Melanie Stewart	X	-2,000.00	-10,589.03
Check	03/07/2017	online	Kent Municipal Court	X	-1,260.00	-11,849.03
Check	03/07/2017	online	Susanna Neil Kanth...	X	-650.00	-12,499.03
Transfer	03/09/2017			X	-60,000.00	-72,499.03
Check	03/09/2017	online	Janet Garrow	X	-86.89	-72,585.92
Check	03/14/2017	online	Kent Municipal Court	X	-1,680.00	-74,265.92
Check	03/14/2017	online	Thurston County Dis...	X	-1,662.19	-75,928.11
Check	03/14/2017	online	Thurston County Dis...	X	-626.74	-76,554.85
Check	03/14/2017	online	The Coast Gateway ...	X	-164.25	-76,719.10
Check	03/14/2017	online	Scott Ahlf	X	-53.50	-76,772.60
Check	03/14/2017	online	Samuel G. Meyer	X	-53.50	-76,826.10
Check	03/14/2017	online	Douglas Fair	X	-32.10	-76,858.20
Check	03/14/2017	online	Michelle Gehlsen	X	-29.96	-76,888.16
Check	03/14/2017	online	David A. Steiner	X	-26.75	-76,914.91
Check	03/14/2017	online	David A. Steiner	X	-26.75	-76,941.66
Check	03/14/2017	online	Michael Lambo	X	-25.68	-76,967.34
Check	03/15/2017	online	Power Team Enterta...	X	-1,000.00	-77,967.34
Check	03/17/2017	online	Douglas B. Robinson	X	-96.67	-78,064.01
Check	03/17/2017	online	Rick Leo	X	-23.70	-78,087.71
Check	03/17/2017	online	Kevin Ringus	X	-21.40	-78,109.11
Check	03/17/2017	online	Mary C. Logan	X	-18.56	-78,127.67
Check	03/24/2017	online	City of Bothell Muni	X	-1,917.50	-80,045.17
Check	03/24/2017	online	Ramblin Jacks	X	-462.40	-80,507.57
Check	03/24/2017	online	Robert Grim	X	-300.67	-80,808.24
Check	03/24/2017	online	Michelle Gehlsen	X	-80.25	-80,888.49
Check	03/24/2017	online	Michelle Gehlsen	X	-80.25	-80,968.74
Check	03/24/2017	online	Connna Hamm	X	-52.43	-81,021.17
Check	03/24/2017	online	Glenn Philips	X	-48.15	-81,069.32
Check	03/24/2017	online	Wade Samuelson	X	-26.75	-81,096.07
Total Checks and Payments					-81,096.07	-81,096.07

9:08 AM
04/04/17

**Washington State District And Municipal Court Judges Assoc.
Reconciliation Detail
Bank of America - Checking, Period Ending 03/31/2017**

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 6 items						
Deposit	03/01/2017			X	26.75	26.75
Deposit	03/05/2017			X	35,475.00	35,501.75
Deposit	03/07/2017			X	7,500.00	43,001.75
Deposit	03/22/2017			X	4,400.00	47,401.75
Deposit	03/27/2017			X	1,250.00	48,651.75
Deposit	03/31/2017			X	2,600.00	51,251.75
Total Deposits and Credits					51,251.75	51,251.75
Total Cleared Transactions					-29,844.32	-29,844.32
Cleared Balance					-29,844.32	48,369.48
Uncleared Transactions						
Checks and Payments - 13 items						
Check	02/11/2014	7276	Douglas Goelz		-84.00	-84.00
Check	03/29/2017	online	AOC		-337.32	-421.32
Check	03/29/2017	online	Janet Garrow		-259.72	-681.04
Check	03/29/2017	online	Lisa Worswick		-220.09	-901.13
Check	03/29/2017	online	Timothy Jenkins		-217.92	-1,119.05
Check	03/29/2017	online	Chris Culp		-182.45	-1,301.50
Check	03/29/2017	online	Susan Woodard		-141.95	-1,443.45
Check	03/29/2017	online	Marybeth Dingley		-137.14	-1,580.59
Check	03/29/2017	online	Jackie Shea-Brown		-134.30	-1,714.89
Check	03/29/2017	online	Thurston County Dis...		-81.75	-1,796.64
Check	03/31/2017	online	Steven Buzzard		-106.00	-1,902.64
Check	03/31/2017	online	Susan L. Solan		-53.50	-1,956.14
Check	03/31/2017	online	Franklin L. Dacca		-16.05	-1,972.19
Total Checks and Payments					-1,972.19	-1,972.19
Total Uncleared Transactions					-1,972.19	-1,972.19
Register Balance as of 03/31/2017					-31,816.51	46,397.29
Ending Balance					-31,816.51	46,397.29

8:10 AM
04/07/17

Washington State District And Municipal Court Judges Assoc.
Reconciliation Detail
Bank of America - Savings, Period Ending 03/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						62,770.54
Cleared Transactions						
Deposits and Credits - 3 items						
General Journal	03/09/2017	CEH		X	15.35	15.35
Transfer	03/09/2017			X	60,000.00	60,015.35
Deposit	03/31/2017			X	1.82	60,017.17
Total Deposits and Credits					60,017.17	60,017.17
Total Cleared Transactions					60,017.17	60,017.17
Cleared Balance					60,017.17	122,787.71
Register Balance as of 03/31/2017					60,017.17	122,787.71
Ending Balance					60,017.17	122,787.71

8:48 AM
04/04/17

**Washington State District And Municipal Court Judges Assoc.
Reconciliation Detail
Washington Federal, Period Ending 03/31/2017**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						48,595.27
Cleared Transactions						
Checks and Payments - 2 Items						
General Journal	03/01/2017	CEH		X	-25.00	-25.00
Check	03/31/2017			X	-10.00	-35.00
Total Checks and Payments					-35.00	-35.00
Deposits and Credits - 6 Items						
Deposit	03/05/2017			X	200.00	200.00
Deposit	03/07/2017			X	325.00	525.00
Deposit	03/22/2017			X	125.00	650.00
Deposit	03/27/2017			X	25.00	675.00
Deposit	03/31/2017			X	4.16	679.16
Deposit	03/31/2017			X	225.00	904.16
Total Deposits and Credits					904.16	904.16
Total Cleared Transactions					869.16	869.16
Cleared Balance					869.16	49,464.43
Register Balance as of 03/31/2017					869.16	49,464.43
Ending Balance					869.16	49,464.43

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Bank of America - Checking						
Deposit	07/01/2016			returned bill pay from 3-1-16 Michelle Gehls...	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	(660.34)	(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 7-6-16 invoice 4336 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	08/15/2016	online	Susanna Neil Kanther-Raz	April & May KS0Y9-WJCP0	(600.00)	(6,494.28)
Check	08/16/2016	online	Dino W Traverso, PLLC	6/30/16 invoice 10833 for work ending on 6...	(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 Neil Kanther-Raz	June Invoice KS7CX-RJV50	(300.00)	(8,206.87)
Check	08/18/2016	online	Rick Leo	KS0Y0-WJ74G	(103.52)	(8,310.39)
Deposit	08/22/2016			Deposit	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-D21GW	(153.90)	(506.85)
Check	08/22/2016	online	Douglas B. Robinson	KSRTS-37JSC	(96.00)	(602.85)
Check	08/22/2016	online	Michael Finkle	KSRTS-37JSC	(18.36)	(621.21)
Check	08/22/2016	online	G. Scott Marinella	KSRTZ-ZOKTN	(79.20)	(700.41)
Check	08/22/2016	online	David A. Steiner	KSRV3-7XM21	(16.74)	(717.15)
Check	08/22/2016	online	Susanna Neil Kanther-Raz	KSRV7-5RS1D 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-L50CF	(21.60)	(1,060.35)
Check	08/22/2016	online	Mary C. Logan	KSRTB-L56Y6	(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	KT540-M43TH	(42.00)	(1,171.09)
Check	08/26/2016	online	Ingallina's Box Lunch	KT53X-0C0D4	(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 Jenkins	KT54V-902HK	(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	Kelley Olwell	KT545-9FK15	(172.80)	(1,656.95)
Check	08/29/2016	online	Roy Fore	KTG6F-436W9	(168.48)	(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 Grim	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	KVC5X-D2JT5	(333.67)	(3,533.36)
Check	09/07/2016	online	Pierce County Bookkeeping	KV8PR-SFVZ	(150.00)	(3,683.36)
Check	09/09/2016	online	Administrative Office of the Courts	Presiding Judges' Conference	(15,000.00)	(18,683.36)
Check	09/13/2016	online	Melanie Stewart	KW1VM-BWC66	(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 3547...	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	(385.00)	(17,856.19)
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	10/26/2016	online	Barbara Barnes	L0GB1-R9S8F	(778.08)	(20,427.79)
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	(831.32)	(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-V53B0	(24.84)	(15,192.46)

**Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account**

July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Check	10/26/2016	online	Douglas Fair	L0GG7-3RFC1	(32.40)	(15,224.86)
Check	10/26/2016	online	Linda Coburn	L0GG9-LLD6L	(33.48)	(15,258.34)
Check	10/26/2016	online	Joseph Burrowes	L0GGL-N6KC5	(25.20)	(15,283.54)
Check	10/26/2016	online	Scott Ahlf	L0GGN-VBF3M	(54.00)	(15,337.54)
Check	10/26/2016	online	Michael Evans	L0GFZ-HH7T1	(15.93)	(15,353.47)
Check	10/26/2016	online	Melanie Stewart	October Invoice L0GH0-MD6RC	(2,000.00)	(17,353.47)
Check	10/26/2016	online	Susanna Neil Kanther-Raz	L0GHH-5SSPV	(670.52)	(18,023.99)
Check	10/26/2016	online	Ingallina's Box Lunch	L0GJ2-YCVVM	(802.31)	(18,826.30)
Check	10/26/2016	online	The Deli	L0GJ8-RP496	(17.41)	(18,843.71)
Check	10/26/2016	online	Scott Ahlf	L0GJK-G3T45	(84.80)	(18,928.51)
Check	10/26/2016	online	Marybeth Dingedy	L0GJS-9HX8C	(38.88)	(18,967.39)
Check	10/26/2016	online	Bruce Weiss	L0GK5-SJY21	(44.28)	(19,011.67)
Check	10/26/2016	online	Samuel G. Meyer	L0GKB-F60XV	(54.00)	(19,065.67)
Check	10/26/2016	online	Chris Culp	L0GKJ-9VVPB	(161.00)	(19,226.67)
Check	10/26/2016	online	Marilyn Haan	L0GKQ-XQHS9	(156.12)	(19,382.79)
Check	10/26/2016	online	Mary C. Logan	L0GL0-6TXQW	(9.40)	(19,392.19)
Check	10/26/2016	online	James Doctor	L0GL5-HW441	(64.40)	(19,456.59)
Check	10/26/2016	online	Lisa Worswick	L0GLC-3QQ3C	(10.26)	(19,466.85)
Check	10/26/2016	online	Timothy Jenkins	L0GLH-YG9KB	(9.72)	(19,476.57)
Check	10/26/2016	online	Richard McDermott	L0GLS-2BJDP	(27.00)	(19,503.57)
Transfer	10/26/2016			Funds Transfer	2,000.00	(17,503.57)
Check	10/26/2016	online	AOC	L0GMC-K3KQX	(2,007.89)	(19,511.46)
Check	10/31/2016	online	Pierce County Bookkeeping	L0FSG-5D1ZD	(225.00)	(19,736.46)
Check	10/31/2016			Service Charge	(14.00)	(19,750.46)
Check	11/04/2016	online	Susan Woodard	L1BVL-PKB9H	(61.00)	(19,811.46)
Check	11/04/2016	online	Edmond Muni Court	L1BWR-12Q52	(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	L224D-MBBDZ	(2,326.32)	(22,312.70)
Check	11/11/2016	online	David A. Steiner	L2255-3Q6D4	(24.84)	(22,337.54)
Check	11/11/2016	online	Kevin Ringus	L225G-X6GBZ	(21.60)	(22,359.14)
Check	11/11/2016	online	Michael J. Lambo	L225W-22W9M	(25.92)	(22,385.06)
Check	11/11/2016	online	Samuel G. Meyer	L225Y-WJ04X	(54.00)	(22,439.06)
Check	11/11/2016	online	Janet Garrow	L2266-D6QNN	(14.04)	(22,453.10)
Check	11/11/2016	online	Mary C. Logan	L226D-9QM1Q	(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-JZ0B8	(179.02)	(22,685.86)
Check	11/11/2016	online	Tracy A. Staab	L226P-HPBTZ	(154.44)	(22,840.30)
Transfer	11/11/2016			Funds Transfer	30,000.00	7,159.70
Check	11/20/2016	online	Pierce County Bookkeeping	October invoice 558	(247.50)	6,912.20
Check	11/21/2016	online	Marilyn Paja	L31RW-5N44C	(1,050.00)	5,862.20
Check	11/21/2016	online	AOC	L31SG-2GWQ7	(2,019.31)	3,842.89
Check	11/21/2016	online	Susanna Neil Kanther-Raz	L31SS-5Y4QC	(300.00)	3,542.89
Check	11/23/2016	online	Thurston County District Court	L37WL-QNTTM	(135.58)	3,407.31
Check	11/29/2016	online	Michelle Szambelan	L3VTZ-7686M	(439.22)	2,968.09
Check	11/29/2016	online	Ingallina's Box Lunch	L3VV8-BV7N4	(332.28)	2,635.81
Check	12/12/2016	online	Ingallina's Box Lunch		(365.51)	2,270.30
Check	12/12/2016	online	Ingallina's Box Lunch		(328.72)	1,941.58
Check	12/14/2016	online	Melanie Stewart	L5H9J-L0S3Y	(2,000.00)	(58.42)
Check	12/14/2016	online	Judy Jasprica	L5H96-3QYN2	(13.50)	(71.92)
Check	12/14/2016	online	Lisa O'Toole	L5H92-F7XB4	(12.64)	(84.56)
Check	12/14/2016	online	Kevin McCann	L5H9P-FMC55	(23.76)	(108.32)
Check	12/14/2016	online	Kelley Olwell	L5H9T-NMZ1B	(172.80)	(281.12)
Check	12/14/2016	online	Timothy Jenkins	L5HB0-6FH81	(9.72)	(290.84)
Check	12/14/2016	online	Douglas B. Robinson	L5HB3-32C5B	(121.56)	(412.40)
Check	12/15/2016	online	Tracy A. Staab	L5M94-7L6G1	(102.50)	(514.90)
Check	12/19/2016	online	Pierce County Bookkeeping	November Invoice 565	(416.25)	(931.15)
Deposit	01/02/2017			Deposit Check from County of Spokane	8,000.00	7,068.85
Check	01/04/2017	online	Dino W Traverso, PLLC	L7MDP-BV860	(500.00)	6,568.85
Check	01/04/2017	online	AOC	L7MFC-1MR8W	(2,988.35)	3,580.50
Check	01/04/2017	online	C. Scott Marinella		(574.30)	3,006.20
Check	01/04/2017	online	Susanna Neil Kanther-Raz		(600.00)	2,406.20
Check	01/12/2017	online	The Chrysalis Inn	LBVF7X-VC2YC	(275.00)	2,131.20
Check	01/23/2017	online	AOC		(890.84)	1,240.36
Check	01/25/2017	online	Samuel G. Meyer	L9SRX-HV1Q4	(53.50)	1,186.86
Check	01/25/2017	online	Kevin Ringus	L9SS2-1F4LN	(21.40)	1,165.46
Check	01/25/2017	online	Michael J. Lambo	L9SS7-12DVB	(27.82)	1,137.64
Check	01/25/2017	online	Douglas Fair	L9SSC-DB6P1	(32.10)	1,105.54
Check	01/25/2017	online	Scott Ahlf	L9SSJ-36Z7F	(53.50)	1,052.04
Check	01/25/2017	online	Linda Coburn	L9ST9-BRR2J	(33.12)	1,018.92
Check	01/25/2017	online	Rick Leo	L9STW-KBRXN	(24.98)	993.94
Check	01/25/2017	online	Charles Short	L9STK-B5SMH	(107.37)	886.57
Check	01/25/2017	online	Scott Ahlf	L9STG-36H3C	(64.20)	822.37
Check	01/25/2017	online	Charles Short	L9ST3-BMB63	(102.38)	719.99
Check	01/25/2017	online	Charles Short	L9ST0-5NT2R	(362.58)	357.41
Check	01/30/2017	online	Linda Coburn	LB84T-K3NN1	(32.40)	325.01
Check	01/31/2017	online	Pierce County Bookkeeping	December Invoice 570	(236.25)	88.76
Deposit	02/02/2017			Deposit	75.00	163.76
Deposit	02/04/2017			Deposit	5,500.00	5,663.76

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/11/2017			Deposit	3,721.64	9,385.40
Deposit	02/11/2017			Deposit	38,350.00	47,735.40
Check	02/13/2017	online	Thurston County District Court	LCP1J-8R7JR	(136.25)	47,599.15
Check	02/14/2017	online	Michelle Gehlsen	LCRY5-8MZ0C	(31.03)	47,568.12
Check	02/14/2017	online	Michael J. Lambo	LCRX-66XJW	(25.68)	47,542.44
Check	02/14/2017	online	Samuel G. Meyer	LCRXT-D8J50	(53.50)	47,488.94
Check	02/14/2017	online	Rick Leo	LCRZF-MC4MW	(24.98)	47,463.96
Check	02/14/2017	online	Douglas Fair	LCRY7-1FRR4	(32.10)	47,431.86
Check	02/14/2017	online	David A. Steiner	LCRZK-NMTWD	(26.75)	47,405.11
Check	02/14/2017	online	Douglas B. Robinson	LCRY9-HQ1RJ	(24.00)	47,381.11
Check	02/14/2017	online	Linda Coburn	LCRYH-K2B9D	(34.24)	47,346.87
Check	02/14/2017	online	Scott Ahlf	LCRXB-66GZD	(53.50)	47,293.37
Check	02/14/2017	online	Ingallina's Box Lunch	LCRYN-ZPSH5	(330.64)	46,962.73
Check	02/15/2017	online	Scott Ahlf	LCXJ2-4FTC0	(53.50)	46,909.23
Deposit	02/16/2017			Deposit	11,225.00	58,134.23
Check	02/17/2017	Online	Pierce County Bookkeeping	January invoice 581	(292.50)	57,841.73
Check	03/01/2017	online	Susanna Neil Kanther-Raz	LFLM8-RSRK2	(300.00)	57,541.73
Deposit	03/01/2017			Deposit	26.75	57,568.48
Check	03/02/2017	online	Melanie Stewart	LFQLN-S2MPN	(2,000.00)	55,568.48
Check	03/02/2017	online	Olympia Muni Court	LFQSB-7QGJD	(2,000.00)	53,568.48
Check	03/03/2017	online	AOC	LF3NM-MX8QC	(1,726.53)	51,841.95
Check	03/03/2017	online	Melanie Stewart	LFQLS-9XH22	(2,000.00)	49,841.95
Check	03/03/2017	online	Pierce County Bookkeeping	February Invoice 585 LFQKV-2MD4S	(562.50)	49,279.45
Deposit	03/05/2017			Deposit	35,475.00	84,754.45
Check	03/06/2017	online	Melanie Stewart	LG3FK-XW4NZ	(2,000.00)	82,754.45
Check	03/07/2017	online	Susanna Neil Kanther-Raz		(650.00)	82,104.45
Check	03/07/2017	online	Kent Municipal Court		(1,260.00)	80,844.45
Deposit	03/07/2017			Deposit	7,500.00	88,344.45
Transfer	03/09/2017			Funds Transfer	(60,000.00)	28,344.45
Check	03/09/2017	online	Janet Garrow		(86.89)	28,257.56
Check	03/14/2017	online	David A. Steiner		(26.75)	28,230.81
Check	03/14/2017	online	Thurston County District Court	for Paul D Wohl	(626.74)	27,604.07
Check	03/14/2017	online	Thurston County District Court	Samuel Meyer LGY6Z-8QYY3	(1,662.19)	25,941.88
Check	03/14/2017	online	Michelle Gehlsen	LGY75-KF6TR	(29.96)	25,911.92
Check	03/14/2017	online	Douglas Fair	LGY7B-76KCT	(32.10)	25,879.82
Check	03/14/2017	online	David A. Steiner	LGY7M-SD46Z	(26.75)	25,853.07
Check	03/14/2017	online	Michael Lambo	LGY7H-YK4JL	(25.68)	25,827.39
Check	03/14/2017	online	Samuel G. Meyer	LGY7S-80SH5	(53.50)	25,773.89
Check	03/14/2017	online	Scott Ahlf	LGY7X-BBBFJ	(53.50)	25,720.39
Check	03/14/2017	online	The Coast Gateway Hotel	LGY81-NL2XL	(164.25)	25,556.14
Check	03/14/2017	online	Kent Municipal Court	LGYGD-441HD	(1,680.00)	23,876.14
Check	03/15/2017	online	Power Team Entertainment		(1,000.00)	22,876.14
Check	03/17/2017	online	Kevin Ringus	LH706-PNPZK	(21.40)	22,854.74
Check	03/17/2017	online	Douglas B. Robinson	LH706-PLH84	(96.67)	22,758.07
Check	03/17/2017	online	Rick Leo	LH706-PP171	(23.70)	22,734.37
Check	03/17/2017	online	Mary C. Logan	LH706-PNWGS	(18.56)	22,715.81
Deposit	03/22/2017			Deposit	4,400.00	27,115.81
Check	03/24/2017	online	Ramblin Jacks	LHXMX-RL40D	(462.40)	26,653.41
Check	03/24/2017	online	City of Bothell Muni Court	LHXMK-YS324	(1,917.50)	24,735.91
Check	03/24/2017	online	Robert Grim	LHXN4-F5M0H	(300.67)	24,435.24
Check	03/24/2017	online	Michelle Gehlsen	LHXN2-G45BN	(80.25)	24,354.99
Check	03/24/2017	online	Michelle Gehlsen	LHXND-N696V	(80.25)	24,274.74
Check	03/24/2017	online	Corinna Harn	LHXN9-RXQDS	(52.43)	24,222.31
Check	03/24/2017	online	Glenn Philips	LHXN7-TJQTN	(48.15)	24,174.16
Check	03/24/2017	online	Wade Samuelson	LHXN6-PZ5T6	(26.75)	24,147.41
Deposit	03/27/2017			Deposit	1,250.00	25,397.41
Check	03/29/2017	online	Thurston County District Court	LJJ99-7GMQK	(81.75)	25,315.66
Check	03/29/2017	online	AOC	MS032817-00	(337.32)	24,978.34
Check	03/29/2017	online	Jackie Shea-Brown	LJJ86-56RXG	(134.30)	24,844.04
Check	03/29/2017	online	Susan Woodard	LJJ7X-5NQJN	(141.95)	24,702.09
Check	03/29/2017	online	Lisa Worswick	LJJ7T-591CP	(220.09)	24,482.00
Check	03/29/2017	online	Timothy Jenkins	LJJ7R-89KV9	(217.92)	24,264.08
Check	03/29/2017	online	Marybeth Dingley	LJJ7P-13V2J	(137.14)	24,126.94
Check	03/29/2017	online	Chris Culp	LJJ7K-JDVV5	(182.45)	23,944.49
Check	03/29/2017	online	Janet Garrow	LJJ7C-NX32Z1	(259.72)	23,684.77
Deposit	03/31/2017			Deposit	2,600.00	26,284.77
Check	03/31/2017	online	Susan L. Solan	LJN38-QLQBH	(53.50)	26,231.27
Check	03/31/2017	online	Franklin L. Dacca	LJN3N-RGDBJ	(16.05)	26,215.22
Check	03/31/2017	online	Steven Buzzard	LJN3N-RGP3Z	(106.00)	26,109.22
Total Bank of America - Checking					26,109.22	26,109.22

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
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 3547...	(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)
Deposit	12/31/2016			Interest	0.01	(23,003.70)
Check	12/31/2016			Service Charge	(5.00)	(23,008.70)
Check	01/31/2017			Service Charge	(5.00)	(23,013.70)
Deposit	01/31/2017			Interest	0.01	(23,013.69)
Deposit	02/23/2017			Deposit	25,150.00	2,136.31
Deposit	02/23/2017			Deposit	25,300.00	27,436.31
Deposit	02/27/2017			Deposit	11,800.00	39,236.31
Check	02/28/2017			Service Charge	(15.35)	39,220.96
Deposit	02/28/2017			Interest	0.07	39,221.03
Transfer	03/09/2017			Funds Transfer	60,000.00	99,221.03
Genera...	03/09/2017	CEH		refunded	15.35	99,236.38
Deposit	03/31/2017			Interest	1.82	99,238.20
Total Bank of America - Savings					99,238.20	99,238.20
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
Deposit	10/31/2016			Interest	8.52	33.81
Check	11/08/2016			Service Charge	(7.00)	26.81
Transfer	11/11/2016			Funds Transfer from US Bank	(30,000.00)	(29,973.19)
Deposit	11/30/2016			Interest	5.48	(29,967.71)
Deposit	12/31/2016			Interest	4.79	(29,962.92)
Deposit	01/31/2017			Interest	4.80	(29,958.12)
Deposit	02/28/2017			Interest	4.33	(29,953.79)
Total US Bank - Savings					(29,953.79)	(29,953.79)
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
Genera...	12/31/2016	CEH			11.34	47.68
Genera...	01/31/2017	CEH			3.83	51.51
Deposit	02/01/2017			Deposit	425.00	476.51
Deposit	02/02/2017			Deposit	350.00	826.51
Deposit	02/04/2017			Deposit	375.00	1,201.51
Deposit	02/04/2017			Deposit	200.00	1,401.51
Deposit	02/11/2017			Deposit	725.00	2,126.51
Deposit	02/16/2017			Deposit	275.00	2,401.51
Deposit	02/23/2017			Deposit	925.00	3,326.51
Deposit	02/27/2017			Deposit	200.00	3,526.51
Deposit	02/28/2017			Interest	3.61	3,530.12
Genera...	03/01/2017	CEH		NSF Check	(25.00)	3,505.12
Deposit	03/05/2017			Deposit	200.00	3,705.12
Deposit	03/07/2017			Deposit	325.00	4,030.12
Deposit	03/22/2017			Deposit	125.00	4,155.12
Deposit	03/27/2017			Deposit	25.00	4,180.12
Deposit	03/31/2017			Deposit	225.00	4,405.12
Check	03/31/2017			Service Charge	(10.00)	4,395.12
Deposit	03/31/2017			Interest	4.16	4,399.28
Total Washington Federal					4,399.28	4,399.28
Accumulated Depreciation						
Genera...	07/31/2016	CEH			(9.58)	(9.58)
Genera...	08/31/2016	CEH			(9.58)	(19.16)
Genera...	09/30/2016	CEH			(9.58)	(28.74)
Genera...	10/31/2016	CEH			(9.58)	(38.32)
Genera...	11/30/2016	CEH			(9.58)	(47.90)
Genera...	12/31/2016	CEH			(9.58)	(57.48)
Genera...	01/31/2017	CEH			(9.58)	(67.06)
Genera...	02/28/2017	CEH			(9.58)	(76.64)
Genera...	03/31/2017	CEH			(9.58)	(86.22)
Total Accumulated Depreciation					(86.22)	(86.22)

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Prepaid Expenses						
Genera...	07/31/2016			1/12 of Contract	(3,083.33)	(3,083.33)
Genera...	08/31/2016			1/12 of Contract	(3,083.33)	(6,166.66)
Genera...	09/30/2016	CEH		1/12 of Contract	(3,083.33)	(9,249.99)
Genera...	10/31/2016	CEH		1/12 of Contract	(3,083.33)	(12,333.32)
Genera...	11/30/2016	CEH		1/12 of Contract	(3,083.33)	(15,416.65)
Genera...	12/31/2016	CEH		1/12 of Contract	(3,083.33)	(18,499.98)
Genera...	01/31/2017	CEH		1/12 of Contract	(3,083.33)	(21,583.31)
Genera...	02/28/2017	CEH		1/12 of Contract	(3,083.33)	(24,666.64)
Genera...	03/31/2017	CEH		1/12 of Contract	(3,083.33)	(27,749.97)
Total Prepaid Expenses					(27,749.97)	(27,749.97)
Bank of America C. C.						
Credit ...	08/15/2016		Coast Gateway	Judge Short	(213.31)	(213.31)
Credit ...	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
2017 Special Fund						
Deposit	02/01/2017	1147	Douglas B. Robinson	Deposit	(25.00)	(25.00)
Deposit	02/01/2017	1752	Sonya L. Langsoorf	Deposit	(25.00)	(50.00)
Deposit	02/01/2017	30517	Michael L. Everett	Deposit	(25.00)	(75.00)
Deposit	02/01/2017	2895	Donald W. Engel	Deposit	(25.00)	(100.00)
Deposit	02/01/2017	6495	John E. Maxwell	Deposit	(25.00)	(125.00)
Deposit	02/01/2017	12368	Kelley Olwell	Deposit	(25.00)	(150.00)
Deposit	02/01/2017	4718	Brett Buckley	Deposit	(25.00)	(175.00)
Deposit	02/01/2017	2564	David Ladenburg	Deposit	(25.00)	(200.00)
Deposit	02/01/2017	4787	Joseph Mano	Deposit	(25.00)	(225.00)
Deposit	02/01/2017	2012	Robert Grim	Deposit	(25.00)	(250.00)
Deposit	02/01/2017	6985	Edward McKenna	Deposit	(25.00)	(275.00)
Deposit	02/01/2017	2135	Charles Short	Deposit	(25.00)	(300.00)
Deposit	02/01/2017	11275	Laura Vanslyck	Deposit	(25.00)	(325.00)
Deposit	02/01/2017	3161	Lorrie Towers	Deposit	(25.00)	(350.00)
Deposit	02/01/2017	1758	Karll Jorgensen	Deposit	(25.00)	(375.00)
Deposit	02/01/2017	22287	Richard C. Fitterer	Deposit	(25.00)	(400.00)
Deposit	02/01/2017	22887	Christopher L. Bates	Deposit	(25.00)	(425.00)
Deposit	02/02/2017		Elizabeth E. Verhey	Deposit	(25.00)	(450.00)
Deposit	02/02/2017		William J. Stewart	Deposit	(25.00)	(475.00)
Deposit	02/02/2017		Alfred G. Schweepe	Deposit	(25.00)	(500.00)
Deposit	02/02/2017		Wade Samuelson	Deposit	(25.00)	(525.00)
Deposit	02/02/2017		Susan L. Solan	Deposit	(25.00)	(550.00)
Deposit	02/02/2017		Anne C. Harper	Deposit	(25.00)	(575.00)
Deposit	02/02/2017		Anthony E. Howard	Deposit	(25.00)	(600.00)
Deposit	02/02/2017		Darrel Ellis	Deposit	(25.00)	(625.00)
Deposit	02/02/2017		John Hagensen	Deposit	(25.00)	(650.00)
Deposit	02/02/2017		David M. Kenworthy	Deposit	(25.00)	(675.00)
Deposit	02/02/2017		Andrew Beall	Deposit	(25.00)	(700.00)
Deposit	02/02/2017		Samuel G. Meyer	Deposit	(25.00)	(725.00)
Deposit	02/02/2017		Rebecca Robertson	Deposit	(25.00)	(750.00)
Deposit	02/02/2017		Darvin Zimmerman	Deposit	(25.00)	(775.00)
Deposit	02/04/2017	6873	Francis Devilla	Deposit	(25.00)	(800.00)
Deposit	02/04/2017	9360	Gerald A. Caniglia	Deposit	(25.00)	(825.00)
Deposit	02/04/2017	9486	Steven T Osborn	Deposit	(25.00)	(850.00)
Deposit	02/04/2017	5876	Marilyn Paja	Deposit	(25.00)	(875.00)
Deposit	02/04/2017	8818	Elizabeth Penoyer	Deposit	(25.00)	(900.00)
Deposit	02/04/2017	1826	James Doctor	Deposit	(25.00)	(925.00)
Deposit	02/04/2017	12389	Victoria Meadows	Deposit	(25.00)	(950.00)
Deposit	02/04/2017	4196	Therese Murphy	Deposit	(25.00)	(975.00)
Deposit	02/04/2017	1514	Linda Coburn	Deposit	(25.00)	(1,000.00)
Deposit	02/04/2017	6961	Dan B Johnson	Deposit	(25.00)	(1,025.00)
Deposit	02/04/2017	3969	Janet Garrow	Deposit	(25.00)	(1,050.00)
Deposit	02/04/2017	12700	Stewart R. Andrew	Deposit	(25.00)	(1,075.00)
Deposit	02/04/2017	8270	Michelle Dimo Szambelan	Deposit	(25.00)	(1,100.00)
Deposit	02/04/2017	7933	Dale A. McBeth	Deposit	(25.00)	(1,125.00)
Deposit	02/04/2017	1257	John A. Miller	Deposit	(25.00)	(1,150.00)
Deposit	02/04/2017	2700	Gerald F. Roach	Deposit	(25.00)	(1,175.00)
Deposit	02/04/2017	8900	Lisa Leone	Deposit	(25.00)	(1,200.00)
Deposit	02/04/2017	9206	Howard F Delaney	Deposit	(25.00)	(1,225.00)
Deposit	02/04/2017	10689	Park D. Eng	Deposit	(25.00)	(1,250.00)
Deposit	02/04/2017	4496	Linda Portnoy	Deposit	(25.00)	(1,275.00)
Deposit	02/04/2017	8291	Tam Thi-Dang Bui	Deposit	(25.00)	(1,300.00)
Deposit	02/04/2017	3247	Tom Ellington	Deposit	(25.00)	(1,325.00)
Deposit	02/04/2017	4172	Michael Valerien	Deposit	(25.00)	(1,350.00)
Deposit	02/11/2017		Dennis H. Ball	Deposit	(25.00)	(1,375.00)
Deposit	02/11/2017		Brian D. Barlow	Deposit	(25.00)	(1,400.00)
Deposit	02/11/2017		Claire Bradley	Deposit	(25.00)	(1,425.00)
Deposit	02/11/2017		Karla Buttorf	Deposit	(25.00)	(1,450.00)
Deposit	02/11/2017		R. W. Buzzard	Deposit	(25.00)	(1,475.00)

Washington State District And Municipal Court Judges Assoc.

Transaction Detail by Account

July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/11/2017		Franklin L. Dacca	Deposit	(25.00)	(1,500.00)
Deposit	02/11/2017		Terrell S. Decker	Deposit	(25.00)	(1,525.00)
Deposit	02/11/2017		Karen Donohue	Deposit	(25.00)	(1,550.00)
Deposit	02/11/2017		Michael Finkle	Deposit	(25.00)	(1,575.00)
Deposit	02/11/2017		Roy Fore	Deposit	(25.00)	(1,600.00)
Deposit	02/11/2017		Douglas K. Garrison	Deposit	(25.00)	(1,625.00)
Deposit	02/11/2017		Jeffrey Goodman	Deposit	(25.00)	(1,650.00)
Deposit	02/11/2017		Tamara A. Hanlon	Deposit	(25.00)	(1,675.00)
Deposit	02/11/2017		Noah Harrison	Deposit	(25.00)	(1,700.00)
Deposit	02/11/2017		John R. Henry	Deposit	(25.00)	(1,725.00)
Deposit	02/11/2017		Tyson R. Hill	Deposit	(25.00)	(1,750.00)
Deposit	02/11/2017		Jeff Jahns	Deposit	(25.00)	(1,775.00)
Deposit	02/11/2017		Sara L. McCulloch	Deposit	(25.00)	(1,800.00)
Deposit	02/11/2017		Lisa O'Toole	Deposit	(25.00)	(1,825.00)
Deposit	02/11/2017		Kristen L. Parcher	Deposit	(25.00)	(1,850.00)
Deposit	02/11/2017		Anthony Parise	Deposit	(25.00)	(1,875.00)
Deposit	02/11/2017		Mara J. Rozzano	Deposit	(25.00)	(1,900.00)
Deposit	02/11/2017		Scott C. Sage	Deposit	(25.00)	(1,925.00)
Deposit	02/11/2017		Tracy A. Staab	Deposit	(25.00)	(1,950.00)
Deposit	02/11/2017		Claire Sussman	Deposit	(25.00)	(1,975.00)
Deposit	02/11/2017		Gregory J. Tripp	Deposit	(25.00)	(2,000.00)
Deposit	02/11/2017		Michael S. Turner	Deposit	(25.00)	(2,025.00)
Deposit	02/11/2017		Philip Van de Veer	Deposit	(25.00)	(2,050.00)
Deposit	02/11/2017		Thomas L. Verge	Deposit	(25.00)	(2,075.00)
Deposit	02/16/2017		Shane Seaman	Deposit	(25.00)	(2,100.00)
Deposit	02/16/2017		Kevin McCann	Deposit	(25.00)	(2,125.00)
Deposit	02/16/2017		Charles J. Delaurenti	Deposit	(25.00)	(2,150.00)
Deposit	02/16/2017		Brock D. Stiles	Deposit	(25.00)	(2,175.00)
Deposit	02/16/2017		Thomas Copland	Deposit	(25.00)	(2,200.00)
Deposit	02/16/2017		Edward Putka	Deposit	(25.00)	(2,225.00)
Deposit	02/16/2017		Douglas Fair	Deposit	(25.00)	(2,250.00)
Deposit	02/16/2017		Scott Bergstedt	Deposit	(25.00)	(2,275.00)
Deposit	02/16/2017		D. Mark Eide	Deposit	(25.00)	(2,300.00)
Deposit	02/16/2017		Steven Buzzard	Deposit	(25.00)	(2,325.00)
Deposit	02/16/2017		David A. Larson	Deposit	(25.00)	(2,350.00)
Deposit	02/23/2017	3423	Judith Mccauley	Deposit	(25.00)	(2,375.00)
Deposit	02/23/2017	7098	Brian Sanderson	Deposit	(25.00)	(2,400.00)
Deposit	02/23/2017	3910	Connna Harn	Deposit	(25.00)	(2,425.00)
Deposit	02/23/2017		Donna Wilson	Deposit	(25.00)	(2,450.00)
Deposit	02/23/2017	5058	Ron Heslop	Deposit	(25.00)	(2,475.00)
Deposit	02/23/2017	3258	Steven L. Michels	Deposit	(25.00)	(2,500.00)
Deposit	02/23/2017	2313	Terrance G. Lewis	Deposit	(25.00)	(2,525.00)
Deposit	02/23/2017		G. Scott Marinella	Deposit	(25.00)	(2,550.00)
Deposit	02/23/2017		Thomas L. Meyer	Deposit	(25.00)	(2,575.00)
Deposit	02/23/2017		David Christie	Deposit	(25.00)	(2,600.00)
Deposit	02/23/2017		Elizabeth D. Stephenson	Deposit	(25.00)	(2,625.00)
Deposit	02/23/2017		Douglas Smith	Deposit	(25.00)	(2,650.00)
Deposit	02/23/2017		David Meyer	Deposit	(25.00)	(2,675.00)
Deposit	02/23/2017		Sandra L. Allen	Deposit	(25.00)	(2,700.00)
Deposit	02/23/2017		Mark Chow	Deposit	(25.00)	(2,725.00)
Deposit	02/23/2017		Michael J. Lambo	Deposit	(25.00)	(2,750.00)
Deposit	02/23/2017		N. Scott Stewart	Deposit	(25.00)	(2,775.00)
Deposit	02/23/2017		Todd George	Deposit	(25.00)	(2,800.00)
Deposit	02/23/2017		L. Stephen Rochon	Deposit	(25.00)	(2,825.00)
Deposit	02/23/2017		Debra Lev	Deposit	(25.00)	(2,850.00)
Deposit	02/23/2017		Rick Leo	Deposit	(25.00)	(2,875.00)
Deposit	02/23/2017	6228	Daniel Kathren	Deposit	(25.00)	(2,900.00)
Deposit	02/23/2017	6720	Susan Woodard	Deposit	(25.00)	(2,925.00)
Deposit	02/23/2017		Patricia Connolly Walker	Deposit	(25.00)	(2,950.00)
Deposit	02/23/2017	5722	Adalia A. Hille	Deposit	(25.00)	(2,975.00)
Deposit	02/23/2017	4949	Katharine Butler	Deposit	(25.00)	(3,000.00)
Deposit	02/23/2017	10273	Glenn Phillips	Deposit	(25.00)	(3,025.00)
Deposit	02/23/2017	1574	Anita M. Crawford-Willis	Deposit	(25.00)	(3,050.00)
Deposit	02/23/2017	2860	Michael Bobbink	Deposit	(25.00)	(3,075.00)
Deposit	02/23/2017	2124	Michael A. Dunn	Deposit	(25.00)	(3,100.00)
Deposit	02/23/2017		John E Hart	Deposit	(25.00)	(3,125.00)
Deposit	02/23/2017		Robert Chung	Deposit	(25.00)	(3,150.00)
Deposit	02/23/2017	5734	Kevin Eilmes	Deposit	(25.00)	(3,175.00)
Deposit	02/23/2017	3161	Terry Jurado	Deposit	(25.00)	(3,200.00)
Deposit	02/23/2017		John Curry	Deposit	(25.00)	(3,225.00)
Deposit	02/23/2017	2560	John H. Doherty	Deposit	(25.00)	(3,250.00)
Deposit	02/23/2017		Judy Jasprica	Deposit	(25.00)	(3,275.00)
Deposit	02/27/2017	11757	Karen S. Wyninger	Deposit	(25.00)	(3,300.00)
Deposit	02/27/2017	9133	Maggie Ross	Deposit	(25.00)	(3,325.00)
Deposit	02/27/2017	13853	Vernon L. Schreiber	Deposit	(25.00)	(3,350.00)
Deposit	02/27/2017	3049	Janis Whitener-Moberg	Deposit	(25.00)	(3,375.00)
Deposit	02/27/2017	226	Melanie Dane	Deposit	(25.00)	(3,400.00)
Deposit	02/27/2017	17315	Kevin Roy	Deposit	(25.00)	(3,425.00)
Deposit	02/27/2017	1007...	Fred L. Gillings	Deposit	(25.00)	(3,450.00)
Deposit	02/27/2017	7313	Mark A. Chmielewski	Deposit	(25.00)	(3,475.00)

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Genera...	03/01/2017	CEH		NSF Check	25.00	(3,450.00)
Deposit	03/05/2017	5669	Art Chapman	Deposit	(25.00)	(3,475.00)
Deposit	03/05/2017	17-5...	Vance Peterson	money order	(25.00)	(3,500.00)
Deposit	03/05/2017	5941	Kristian E. Hedine	Deposit	(25.00)	(3,525.00)
Deposit	03/05/2017	2002	Susan Adams	Deposit	(25.00)	(3,550.00)
Deposit	03/05/2017	2605	John O. Knowlton	Deposit	(25.00)	(3,575.00)
Deposit	03/05/2017	3140	Mary C. Logan	Deposit	(25.00)	(3,600.00)
Deposit	03/05/2017	1799	Jennifer L. Fassbender	Deposit	(25.00)	(3,625.00)
Deposit	03/05/2017		Adam C. Eisenberg	Deposit	(25.00)	(3,650.00)
Deposit	03/07/2017		Marcine Anderson	Deposit	(25.00)	(3,675.00)
Deposit	03/07/2017		Nancy A. Harmon	Deposit	(25.00)	(3,700.00)
Deposit	03/07/2017		David Ebenger	Deposit	(25.00)	(3,725.00)
Deposit	03/07/2017		Kathleen Hitchcock	Deposit	(25.00)	(3,750.00)
Deposit	03/07/2017		Kelli E. Osler	Deposit	(25.00)	(3,775.00)
Deposit	03/07/2017		Jeanette Lineberry	Deposit	(25.00)	(3,800.00)
Deposit	03/07/2017		Kns Kaino	Deposit	(25.00)	(3,825.00)
Deposit	03/07/2017		David M. Grant	Deposit	(25.00)	(3,850.00)
Deposit	03/07/2017		Diane Goddard	Deposit	(25.00)	(3,875.00)
Deposit	03/07/2017		Patricia L. Lyon	Deposit	(25.00)	(3,900.00)
Deposit	03/07/2017		Ketu Shah	Deposit	(25.00)	(3,925.00)
Deposit	03/07/2017		Willie Gregory	Deposit	(25.00)	(3,950.00)
Deposit	03/07/2017		Peter Nault	Deposit	(25.00)	(3,975.00)
Deposit	03/22/2017	1141	David L Petersen	Deposit	(25.00)	(4,000.00)
Deposit	03/22/2017	2275	Jeffrey L. Tolman	Deposit	(25.00)	(4,025.00)
Deposit	03/22/2017	7034	Steven Clough	Deposit	(25.00)	(4,050.00)
Deposit	03/22/2017	1238	Kalo Wilcox	Deposit	(25.00)	(4,075.00)
Deposit	03/22/2017	2964	Linda B. Kipling	Deposit	(25.00)	(4,100.00)
Deposit	03/27/2017	5311	Michelle Gehlsen	Deposit	(25.00)	(4,125.00)
Deposit	03/31/2017	4699	David A. Steiner	Deposit	(25.00)	(4,150.00)
Deposit	03/31/2017	1077	Jenifer Howson	Deposit	(25.00)	(4,175.00)
Deposit	03/31/2017	4554	Mary Lynch	Deposit	(25.00)	(4,200.00)
Deposit	03/31/2017	1641	Rick Porter	Deposit	(25.00)	(4,225.00)
Deposit	03/31/2017	9207	Randall L. Hansen	Deposit	(25.00)	(4,250.00)
Deposit	03/31/2017	12334	Stephen E. Moore	Deposit	(25.00)	(4,275.00)
Deposit	03/31/2017	6446	Debra Hayes	Deposit	(25.00)	(4,300.00)
Deposit	03/31/2017	1011	Kimberly Walden	Deposit	(25.00)	(4,325.00)
Deposit	03/31/2017	3144...	Nancy R. McAllister	Deposit	(25.00)	(4,350.00)
Total 2017 Special Fund					(4,350.00)	(4,350.00)
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	10/31/2016			Interest	(8.52)	(46.42)
Deposit	11/30/2016			Interest	(0.02)	(46.44)
Deposit	11/30/2016			Interest	(5.48)	(51.92)
Deposit	12/31/2016			Interest	(0.01)	(51.93)
Deposit	12/31/2016			Interest	(4.79)	(56.72)
Genera...	12/31/2016	CEH			(11.34)	(68.06)
Deposit	01/31/2017			Interest	(0.01)	(68.07)
Deposit	01/31/2017			Interest	(4.80)	(72.87)
Deposit	02/28/2017			Interest	(0.07)	(72.94)
Deposit	02/28/2017			Interest	(3.61)	(76.55)
Deposit	02/28/2017			Interest	(4.33)	(80.88)
Deposit	03/31/2017			Interest	(4.16)	(85.04)
Deposit	03/31/2017			Interest	(1.82)	(86.86)
Total Interest Income					(86.86)	(86.86)

**Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
July 2016 through March 2017**

Type	Date	Num	Name	Memo	Amount	Balance
Membership Revenue						
Deposit	01/02/2017	9511...	Patti Connolly Walker	Deposit Check from County of Spokane	(1,000.00)	(1,000.00)
Deposit	01/02/2017	9511...	Debra Hayes	Deposit Check from County of Spokane	(1,000.00)	(2,000.00)
Deposit	01/02/2017	9511...	Richard M. Leland	Deposit Check from County of Spokane	(1,000.00)	(3,000.00)
Deposit	01/02/2017	9511...	Aimee N. Maurer	Deposit Check from County of Spokane	(1,000.00)	(4,000.00)
Deposit	01/02/2017	9511...	Vance Peterson	Deposit Check from County of Spokane	(1,000.00)	(5,000.00)
Deposit	01/02/2017	9511...	Jeffrey R. Smith	Deposit Check from County of Spokane	(1,000.00)	(6,000.00)
Deposit	01/02/2017	9511...	Gregory J. Tripp	Deposit Check from County of Spokane	(1,000.00)	(7,000.00)
Deposit	01/02/2017	9511...	Donna Wilson	Deposit Check from County of Spokane	(1,000.00)	(8,000.00)
Deposit	02/02/2017		Paul Treyz	Retired	(25.00)	(8,025.00)
Deposit	02/02/2017		Thomas Warren	Retired	(25.00)	(8,050.00)
Deposit	02/02/2017		David M. Kenworthy	Retired	(25.00)	(8,075.00)
Deposit	02/04/2017	3246	Thomas M. Ellington	Deposit	(250.00)	(8,325.00)
Deposit	02/04/2017	0518...	Arthur Blauvelt III	Deposit	(250.00)	(8,575.00)
Deposit	02/04/2017	1357...	Nancy R. McAllister	Deposit	(500.00)	(9,075.00)
Deposit	02/04/2017	68379	Terrell S. Decker	Deposit	(500.00)	(9,575.00)
Deposit	02/04/2017	3717...	Jeff Jahns	check from Kitsap County	(1,000.00)	(10,575.00)
Deposit	02/04/2017	3717...	Steve Holman	check from Kitsap County	(1,000.00)	(11,575.00)
Deposit	02/04/2017	3717...	Claire Bradley	check from Kitsap County	(1,000.00)	(12,575.00)
Deposit	02/04/2017	3717...	Marilyn Paja	check from Kitsap County	(1,000.00)	(13,575.00)
Deposit	02/11/2017		Andrew Beall	Deposit	(1,000.00)	(14,575.00)
Deposit	02/11/2017		Elizabeth Bejarano	Deposit	(500.00)	(15,075.00)
Deposit	02/11/2017		Roger Bennett	Deposit	(500.00)	(15,575.00)
Deposit	02/11/2017		Katharine Butler	Deposit	(1,000.00)	(16,575.00)
Deposit	02/11/2017		Gerald Caniglia	Deposit	(800.00)	(17,375.00)
Deposit	02/11/2017		Melanie Dane	Deposit	(250.00)	(17,625.00)
Deposit	02/11/2017		Howard F Delaney	Deposit	(400.00)	(18,025.00)
Deposit	02/11/2017		James Doctor	Deposit	(1,000.00)	(19,025.00)
Deposit	02/11/2017		Richard C. Fitterer	Deposit	(1,000.00)	(20,025.00)
Deposit	02/11/2017		Douglas K. Garrison	Deposit	(250.00)	(20,275.00)
Deposit	02/11/2017		Todd George	Deposit	(400.00)	(20,675.00)
Deposit	02/11/2017		Fred L. Gillings	Deposit	(1,000.00)	(21,675.00)
Deposit	02/11/2017		John Hagensen	Deposit	(1,000.00)	(22,675.00)
Deposit	02/11/2017		Tamara A. Hanlon	Deposit	(400.00)	(23,075.00)
Deposit	02/11/2017		Rick L. Hansen	Deposit	(500.00)	(23,575.00)
Deposit	02/11/2017		Tyson R. Hill	Deposit	(1,000.00)	(24,575.00)
Deposit	02/11/2017		Timothy Jenkins	Deposit	(500.00)	(25,075.00)
Deposit	02/11/2017		Karll Jorgensen	Deposit	(1,000.00)	(26,075.00)
Deposit	02/11/2017		Terry Jurado	Deposit	(1,000.00)	(27,075.00)
Deposit	02/11/2017		Daniel Kathren	Deposit	(1,000.00)	(28,075.00)
Deposit	02/11/2017		Sonya L. Langsdorf	Deposit	(1,000.00)	(29,075.00)
Deposit	02/11/2017		Lisa Leone	Deposit	(1,000.00)	(30,075.00)
Deposit	02/11/2017		Debra Lev	Deposit	(1,000.00)	(31,075.00)
Deposit	02/11/2017		Mary Logan	Deposit	(1,000.00)	(32,075.00)
Deposit	02/11/2017		Dale A. McBeth	Deposit	(500.00)	(32,575.00)
Deposit	02/11/2017		Judith Mccauley	Deposit	(1,000.00)	(33,575.00)
Deposit	02/11/2017		Sara L. McCulloch	Deposit	(500.00)	(34,075.00)
Deposit	02/11/2017		Victoria Meadows	Deposit	(1,000.00)	(35,075.00)
Deposit	02/11/2017		Steven L. Michels	Deposit	(250.00)	(35,325.00)
Deposit	02/11/2017		Kelley Olwell	Deposit	(1,000.00)	(36,325.00)
Deposit	02/11/2017		Steven T Osborn	Deposit	(1,000.00)	(37,325.00)
Deposit	02/11/2017		Kelli E. Osler	Deposit	(1,000.00)	(38,325.00)
Deposit	02/11/2017		Kristen L. Parcher	Deposit	(800.00)	(39,125.00)
Deposit	02/11/2017		Elizabeth Penoyar	Deposit	(500.00)	(39,625.00)
Deposit	02/11/2017		Glenn Philips	Deposit	(1,000.00)	(40,625.00)
Deposit	02/11/2017		C. Scott Sage	Deposit	(250.00)	(40,875.00)
Deposit	02/11/2017		Vernon L. Schreiber	Deposit	(1,000.00)	(41,875.00)
Deposit	02/11/2017		Shane Seaman	Deposit	(200.00)	(42,075.00)
Deposit	02/11/2017		Pete Smiley	Deposit	(800.00)	(42,875.00)
Deposit	02/11/2017		Michelle Szambelan	Deposit	(1,000.00)	(43,875.00)
Deposit	02/11/2017		Terry Tanner	Deposit	(1,000.00)	(44,875.00)
Deposit	02/11/2017		Jeffrey L. Tolman	Deposit	(500.00)	(45,375.00)
Deposit	02/11/2017		Lorrie Towers	Deposit	(1,000.00)	(46,375.00)
Deposit	02/11/2017		Michael S. Turner	Deposit	(250.00)	(46,625.00)
Deposit	02/11/2017		Michael Valerien	Deposit	(800.00)	(47,425.00)
Deposit	02/11/2017		Philip Van de Veer	Deposit	(500.00)	(47,925.00)
Deposit	02/11/2017		Janis Whitener-Moberg	Deposit	(1,000.00)	(48,925.00)
Deposit	02/11/2017		Susan Woodard	Deposit	(1,000.00)	(49,925.00)
Deposit	02/11/2017		Darvin Zimmerman	Deposit	(1,000.00)	(50,925.00)
Deposit	02/11/2017		Susan Adams	Deposit	(1,000.00)	(51,925.00)
Deposit	02/16/2017	4556...	Warren Gilbert	Deposit	(1,000.00)	(52,925.00)
Deposit	02/16/2017	4556...	Diane Goddard	Deposit	(1,000.00)	(53,925.00)
Deposit	02/16/2017	4556...	Thomas L. Verge	Deposit	(1,000.00)	(54,925.00)
Deposit	02/16/2017	4556...	Jenifer Howson	Deposit	(800.00)	(55,725.00)
Deposit	02/16/2017	3241...	Thomas Brown	Deposit	(500.00)	(56,225.00)
Deposit	02/16/2017	3275...	Douglas B. Robinson	Deposit	(1,000.00)	(57,225.00)
Deposit	02/16/2017		R. W. Buzzard	Deposit	(1,000.00)	(58,225.00)
Deposit	02/16/2017		Wade Samuelson	Deposit	(1,000.00)	(59,225.00)
Deposit	02/16/2017		Wendy S. Tripp	Deposit	(200.00)	(59,425.00)
Deposit	02/16/2017		Michael Roewe	Deposit	(200.00)	(59,625.00)

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/16/2017		Scott Bergstedt	Retired	(25.00)	(59,650.00)
Deposit	02/16/2017	1807...	Stewart R. Andrew	Deposit	(1,000.00)	(60,650.00)
Deposit	02/16/2017		Darrell Ellis	Kititas County	(500.00)	(61,150.00)
Deposit	02/16/2017		James E. Hurson.	Deposit	(1,000.00)	(62,150.00)
Deposit	02/16/2017		Tina Kernan	Deposit	(1,000.00)	(63,150.00)
Deposit	02/23/2017	1337...	Dan B Johnson	Deposit	(500.00)	(63,650.00)
Deposit	02/23/2017	5723...	Thomas Copland	Deposit	(1,000.00)	(64,650.00)
Deposit	02/23/2017	5723...	Kyle Imler	Deposit	(1,000.00)	(65,650.00)
Deposit	02/23/2017	47644	Therese Murphy	Deposit	(250.00)	(65,900.00)
Deposit	02/23/2017	2593...	William J. Faubion	Deposit	(500.00)	(66,400.00)
Deposit	02/23/2017	9806...	Rick Porter	Deposit	(1,000.00)	(67,400.00)
Deposit	02/23/2017	5236...	Linda B. Kipling	Deposit	(800.00)	(68,200.00)
Deposit	02/23/2017	5236...	William H. Hawkins	Deposit	(1,000.00)	(69,200.00)
Deposit	02/23/2017	38177	John R. Henry	Deposit	(500.00)	(69,700.00)
Deposit	02/23/2017	2312	Terrance G. Lewis	Deposit	(250.00)	(69,950.00)
Deposit	02/23/2017	6085...	John Olson	Deposit	(200.00)	(70,150.00)
Deposit	02/23/2017	6085...	Michael J. Lambo	Deposit	(1,000.00)	(71,150.00)
Deposit	02/23/2017	87658	Mara J. Rozzano	Deposit	(250.00)	(71,400.00)
Deposit	02/23/2017	1705...	G Scott Marinella	Deposit	(500.00)	(71,900.00)
Deposit	02/23/2017	2077	John E Hart	Deposit	(250.00)	(72,150.00)
Deposit	02/23/2017	2557...	David A. Larson	Deposit	(1,000.00)	(73,150.00)
Deposit	02/23/2017	2557...	Rebecca Robertson	Deposit	(1,000.00)	(74,150.00)
Deposit	02/23/2017	4002...	Edward McKenna	Deposit	(1,000.00)	(75,150.00)
Deposit	02/23/2017	4002...	Anita M. Crawford-Willis	Deposit	(1,000.00)	(76,150.00)
Deposit	02/23/2017	4002...	C. Kimi Kondo	Deposit	(1,000.00)	(77,150.00)
Deposit	02/23/2017	4002...	Karen Donohue	Deposit	(1,000.00)	(78,150.00)
Deposit	02/23/2017	4002...	Damon G. Shadid	Deposit	(1,000.00)	(79,150.00)
Deposit	02/23/2017	4002...	Willie Gregory	Deposit	(1,000.00)	(80,150.00)
Deposit	02/23/2017	4002...	Adam C. Eisenberg	Deposit	(1,000.00)	(81,150.00)
Deposit	02/23/2017	4002...	Park D. Eng	Deposit	(800.00)	(81,950.00)
Deposit	02/23/2017	4002...	Francis Devilla	Deposit	(800.00)	(82,750.00)
Deposit	02/23/2017	4002...	Terri Luken	Deposit	(800.00)	(83,550.00)
Deposit	02/23/2017	4002...	Robert Chung	Deposit	(800.00)	(84,350.00)
Deposit	02/23/2017	22367	David Hatch	Deposit	(250.00)	(84,600.00)
Deposit	02/23/2017	4266	Thomas Meyer	Deposit	(250.00)	(84,850.00)
Deposit	02/23/2017	1579...	Jill Landes	Deposit	(1,000.00)	(85,850.00)
Deposit	02/23/2017	1579...	Noah Harrison	Deposit	(200.00)	(86,050.00)
Deposit	02/23/2017		L. Stephen Rochon	Deposit	(250.00)	(86,300.00)
Deposit	02/23/2017	1035...	Kevin Ringus	Deposit	(1,000.00)	(87,300.00)
Deposit	02/23/2017		Linda Coburn	Deposit	(1,000.00)	(88,300.00)
Deposit	02/23/2017	0144...	Brett Buckley	Deposit	(1,000.00)	(89,300.00)
Deposit	02/23/2017	0144...	Samuel G. Meyer	Deposit	(1,000.00)	(90,300.00)
Deposit	02/23/2017	0144...	Kalo Wilcox	Deposit	(1,000.00)	(91,300.00)
Deposit	02/23/2017	0144...	Paul Wohl	Deposit	(800.00)	(92,100.00)
Deposit	02/23/2017	7965...	Nancy A. Harmon	Deposit	(1,000.00)	(93,100.00)
Deposit	02/23/2017	7965...	Roy Fore	Deposit	(1,000.00)	(94,100.00)
Deposit	02/23/2017	0016...	N Scott Stewart	Deposit	(1,000.00)	(95,100.00)
Deposit	02/23/2017	1343...	Judy Jasprica	Deposit	(1,000.00)	(96,100.00)
Deposit	02/23/2017	1343...	Maggie Ross	Deposit	(1,000.00)	(97,100.00)
Deposit	02/23/2017	1343...	James Heller	Deposit	(1,000.00)	(98,100.00)
Deposit	02/23/2017	1343...	Karla Buttorff	Deposit	(1,000.00)	(99,100.00)
Deposit	02/23/2017	1343...	Franklin L. Dacca	Deposit	(1,000.00)	(100,100.00)
Deposit	02/23/2017	1343...	Claire Sussman	Deposit	(1,000.00)	(101,100.00)
Deposit	02/23/2017	1343...	Kevin McCann	Deposit	(1,000.00)	(102,100.00)
Deposit	02/23/2017	1343...	Jeanette Lineberry	Deposit	(1,000.00)	(103,100.00)
Deposit	02/23/2017	1822...	robert Hamilton	Deposit	(250.00)	(103,350.00)
Deposit	02/23/2017	0015...	Stephen E. Moore	Deposit	(1,000.00)	(104,350.00)
Deposit	02/23/2017	2859	Michael Bobbink	Deposit	(500.00)	(104,850.00)
Deposit	02/23/2017	2123	Michael A. Dunn	Deposit	(500.00)	(105,350.00)
Deposit	02/23/2017	3683...	Scott Ahlf	Deposit	(1,000.00)	(106,350.00)
Deposit	02/23/2017	5342...	Tracy A. Staab	Deposit	(1,000.00)	(107,350.00)
Deposit	02/23/2017	0000...	David R. Koss	Deposit	(1,000.00)	(108,350.00)
Deposit	02/23/2017	0000...	Edward Putka	Deposit	(1,000.00)	(109,350.00)
Deposit	02/23/2017	1631...	Charles Short	Deposit	(1,000.00)	(110,350.00)
Deposit	02/23/2017	1631...	Robert Grim	Deposit	(1,000.00)	(111,350.00)
Deposit	02/23/2017	1854...	Brock D. Stiles	Deposit	(250.00)	(111,600.00)
Deposit	02/23/2017	0555...	Susan L. Solan	Deposit	(500.00)	(112,100.00)
Deposit	02/23/2017		John Curry	Deposit	(250.00)	(112,350.00)
Deposit	02/23/2017	33760	Joseph Mano	Deposit	(250.00)	(112,600.00)
Deposit	02/23/2017	9806...	John H. Doherty	Deposit	(500.00)	(113,100.00)
Deposit	02/23/2017	75790	Linda S. Portney	Deposit	(500.00)	(113,600.00)
Deposit	02/27/2017	0142...	Darrel Ellis	From City of Roslyn	(250.00)	(113,850.00)
Deposit	02/27/2017	2098	James M B. Buzzard	Deposit	(250.00)	(114,100.00)
Deposit	02/27/2017	47434	Chancey C. Crowell	Deposit	(500.00)	(114,600.00)
Deposit	02/27/2017	2089...	John A. Miller	Deposit	(250.00)	(114,850.00)
Deposit	02/27/2017	7134...	Donald W. Engel	no form	(1,000.00)	(115,850.00)
Deposit	02/27/2017	7134...	Alfred G. Schweeppe	no form	(1,000.00)	(116,850.00)
Deposit	02/27/2017	7134...	Kevin Eilmes	no form	(800.00)	(117,650.00)
Deposit	02/27/2017	7134...	Kevin Roy	no form	(1,000.00)	(118,650.00)
Deposit	02/27/2017	7134...	Brian Sanderson	no form	(1,000.00)	(119,650.00)

**Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account**

July 2016 through March 2017

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	02/27/2017	9201...	To be Determined	Benton County	(800.00)	(120,450.00)
Deposit	02/27/2017	0689...	Bronson Faul	Deposit	(500.00)	(120,950.00)
Deposit	02/27/2017	85382	John E. Maxwell	Deposit	(250.00)	(121,200.00)
Deposit	02/27/2017	1362...	David Landenburg	Deposit	(1,000.00)	(122,200.00)
Deposit	02/27/2017	1362...	Elizabeth E. Verhey	Deposit	(1,000.00)	(123,200.00)
Deposit	02/27/2017	1362...	Dennis H. Ball	Deposit	(800.00)	(124,000.00)
Deposit	02/27/2017	1362...	Drew Henke	Deposit	(1,000.00)	(125,000.00)
Deposit	02/27/2017	1362...	Randall L. Hansen	Deposit	(400.00)	(125,400.00)
Deposit	03/05/2017	1070	Richard White	retired member	(25.00)	(125,425.00)
Deposit	03/05/2017	0263...	Steven Buzzard	City of Winlock	(250.00)	(125,675.00)
Deposit	03/05/2017	81153	Kris Kaino	City of Longbeach	(250.00)	(125,925.00)
Deposit	03/05/2017	1798	Jennifer L. Fassbender	Deposit	(250.00)	(126,175.00)
Deposit	03/05/2017	60899	Sandra L. Allen	City of Milton	(400.00)	(126,575.00)
Deposit	03/05/2017	1128...	Adalia A. Hille	Adams County	(500.00)	(127,075.00)
Deposit	03/05/2017	1506...	Marcine Anderson	King County District Court	(1,000.00)	(128,075.00)
Deposit	03/05/2017	1506...	Arthur Chapman	King County District Court	(1,000.00)	(129,075.00)
Deposit	03/05/2017	1506	Mark Chow	King County District Court	(1,000.00)	(130,075.00)
Deposit	03/05/2017	1506...	David Christie	King County District Court	(1,000.00)	(131,075.00)
Deposit	03/05/2017	1506...	Charles J. Delaurenti	King County District Court	(1,000.00)	(132,075.00)
Deposit	03/05/2017	1506...	D. Mark Eide	King County District Court	(1,000.00)	(133,075.00)
Deposit	03/05/2017	1506...	Michael Finkle	King County District Court	(1,000.00)	(134,075.00)
Deposit	03/05/2017	1506...	Janet Garrow	King County District Court	(1,000.00)	(135,075.00)
Deposit	03/05/2017	1506...	Laurel Gibson	King County District Court	(1,000.00)	(136,075.00)
Deposit	03/05/2017	1506...	Nathaniel Green	King County District Court	(1,000.00)	(137,075.00)
Deposit	03/05/2017	1506...	Corinna Harn	King County District Court	(1,000.00)	(138,075.00)
Deposit	03/05/2017	1506...	Anne C. Harper	King County District Court	(1,000.00)	(139,075.00)
Deposit	03/05/2017	1506...	Greg Hirakawa	King County District Court	(1,000.00)	(140,075.00)
Deposit	03/05/2017	1506...	Susan Mahoney	King County District Court	(1,000.00)	(141,075.00)
Deposit	03/05/2017	1506...	David Meyer	King County District Court	(1,000.00)	(142,075.00)
Deposit	03/05/2017	1506...	Peter Naut	King County District Court	(1,000.00)	(143,075.00)
Deposit	03/05/2017	1506...	Lisa O'Toole	King County District Court	(1,000.00)	(144,075.00)
Deposit	03/05/2017	1506...	Lisa Paglisotti	King County District Court	(1,000.00)	(145,075.00)
Deposit	03/05/2017	1506...	Ketu Shah	King County District Court	(1,000.00)	(146,075.00)
Deposit	03/05/2017	1506...	Douglas Smith	King County District Court	(1,000.00)	(147,075.00)
Deposit	03/05/2017	1506...	David Steiner	King County District Court	(1,000.00)	(148,075.00)
Deposit	03/05/2017	1506...	Elizabeth D. Stephenson	King County District Court	(1,000.00)	(149,075.00)
Deposit	03/05/2017	1508...	Donna Tucker	King County District Court	(1,000.00)	(150,075.00)
Deposit	03/05/2017	1506...	Vacant	King County Vacant	(1,000.00)	(151,075.00)
Deposit	03/05/2017	1506...	Vacant	King County Vacant	(1,000.00)	(152,075.00)
Deposit	03/05/2017	1940...	Tam Thi-Dang Bui	Snohomish County	(1,000.00)	(153,075.00)
Deposit	03/05/2017	1940...	Steven Clough	Snohomish County	(1,000.00)	(154,075.00)
Deposit	03/05/2017	1940...	Douglas Fair	Snohomish County	(1,000.00)	(155,075.00)
Deposit	03/05/2017	1940...	Elizabeth A. Fraiser	Snohomish County	(1,000.00)	(156,075.00)
Deposit	03/05/2017	1940...	Jeffrey Goodman	Snohomish County	(1,000.00)	(157,075.00)
Deposit	03/05/2017	1940...	Anthony E Howard	Snohomish County	(1,000.00)	(158,075.00)
Deposit	03/05/2017	1940...	Rick Leo	Snohomish County	(800.00)	(158,875.00)
Deposit	03/05/2017	1940...	Kristen Olbrechts	Snohomish County	(1,000.00)	(159,875.00)
Deposit	03/05/2017	1940...	Patricia L. Lyon	Snohomish County	(1,000.00)	(160,875.00)
Deposit	03/07/2017	0622...	Kathleen Hitchcock	City of Granger	(250.00)	(161,125.00)
Deposit	03/07/2017		David Ebenger	Deposit	(250.00)	(161,375.00)
Deposit	03/07/2017	5300...	Thomas J. Wynne	Everett Municipal	(1,000.00)	(162,375.00)
Deposit	03/07/2017	5300...	Laura Vanslyck	Everett Municipal	(1,000.00)	(163,375.00)
Deposit	03/07/2017	0863...	William J. Stewart	City of Hoquiam	(250.00)	(163,625.00)
Deposit	03/07/2017	75786	Ron Heslop	Bonney Lake	(1,000.00)	(164,625.00)
Deposit	03/07/2017	0002...	Jeffrey J. Baker	West Klickitat District Court	(500.00)	(165,125.00)
Deposit	03/07/2017	56439	Marjorie Tedrick	Buckley Municipal	(250.00)	(165,375.00)
Deposit	03/07/2017	1378...	Terri K. Cooper	City of Cheney	(200.00)	(165,575.00)
Deposit	03/07/2017	1021...	David Grant	Whatcom County	(1,000.00)	(166,575.00)
Deposit	03/07/2017	1021...	Matt Elich	Whatcom County	(1,000.00)	(167,575.00)
Deposit	03/07/2017	1021...	Anthony Parise	Whatcom County	(800.00)	(168,375.00)
Deposit	03/22/2017	52182	Christopher L. Bates	City of Montesano	(250.00)	(168,625.00)
Deposit	03/22/2017	0007...	Kimberly Walden	City of Tuckwila	(500.00)	(169,125.00)
Deposit	03/22/2017		Jerry Roach	City of Franklin County	(1,000.00)	(170,125.00)
Deposit	03/22/2017	0381...	Darrel R. Ellis	City of Cle Elum No membership report	(250.00)	(170,375.00)
Deposit	03/22/2017	1383...	Michelle Gehlsen	City of Bothell	(500.00)	(170,875.00)
Deposit	03/22/2017	1597...	Ronald Reynier	Skamania County	(500.00)	(171,375.00)
Deposit	03/22/2017	1597...	Karen S. Wyninger	Skamania County	(400.00)	(171,775.00)
Deposit	03/22/2017	2149...	David L. Petersen	City of Pasco	(500.00)	(172,275.00)
Deposit	03/22/2017	1388...	?	City of Bothell	(500.00)	(172,775.00)
Deposit	03/27/2017	0010...	Kristian E. Hedine	Walla Walla County	(1,000.00)	(173,775.00)
Deposit	03/27/2017	0010...	John O. Knowlton	Walla Walla County	(250.00)	(174,025.00)
Deposit	03/31/2017	2017	Gina Tveit	Deposit	(1,000.00)	(175,025.00)
Deposit	03/31/2017	4002...	Mary Lynch	City of Seattle	(800.00)	(175,825.00)
Deposit	03/31/2017	4002...	Faye R. Chess	City of Seattle	(800.00)	(176,625.00)
Total Membership Revenue					(176,625.00)	(176,625.00)

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	\$17,476.66	\$12,523.34
5 Bookeeping Expense	\$3,000.00	\$3,015.00	-\$15.00
6 Bylaws Committee	\$250.00	\$0.00	\$250.00
7 Conference Calls	\$750.00	\$125.87	\$624.13
8 Conference Committee	\$4,000.00	\$1,000.00	\$3,000.00
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	\$738.65	\$1,761.35
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	\$1,912.93	\$12,587.07
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	\$287.20	\$1,712.80
18 Judicial Assistance Committee*	\$14,000.00	\$10,352.93	\$3,647.07
19 Judicial Community Outreach	\$4,000.00	\$341.20	\$3,658.80
20 Legislative Committee	\$4,000.00	\$1,592.90	\$2,407.10
21 Legislative Pro-Tem	\$2,500.00	\$259.33	\$2,240.67
22 Lobbyist Contract	\$61,000.00	\$45,749.97	\$15,250.03
23 Lobbyist Expenses	\$1,500.00	\$0.00	\$1,500.00
24 Long-Range Planning Committee	\$1,500.00	\$122.05	\$1,377.95
25 MCA Liaison	\$1,500.00	\$403.20	\$1,096.80
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	\$136.25	\$10,000.00
30 Professional Services	\$15,000.00	\$0.00	\$15,000.00
31 Rules Committee	\$1,000.00	\$270.50	\$729.50
32 SCJA Board Liaison	\$1,000.00	\$171.70	\$828.30
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	\$398.25	\$2,601.75
37 Uniform Infraction Committee	\$1,000.00	\$0.00	\$1,000.00
TOTAL	\$259,400.00	\$141,683.47	\$117,852.78
TOTAL DEPOSITS MADE	\$180,975.00		
CREDIT CARD (balance owing)	\$0.00		

*Includes \$7,000 from the SCJA
Balance as of 03-31-2017



February 16, 2017

Dear Justice Partners,

The Access to Justice Board convened a group of twenty-three civil legal aid providers in 2015 to design a plan to realize the vision that poverty is not an impediment to justice. This group developed a draft State Plan for the Delivery of Civil Legal Aid over the past 15 months. This Plan is intended to guide the collective efforts of the Alliance for Equal Justice for the next three years as we seek to expand access to the justice system and to identify and eliminate barriers that perpetuate poverty and deny justice. The plan was developed with extensive feedback gathered from legal aid providers and community partners across the state. The plan identifies goals and strategies to bring us closer to our shared vision for how the Alliance might work together to achieve greater impact.

We intend the plan to be a universal tool that all Alliance for Equal Justice legal services providers and partners can use to guide their work. Taken as a whole, the draft plan provides a framework for organizations to work together to expand access to justice. Not every organization is positioned to implement each part of the Plan and we expect programs and partners to identify the ways in which they are best positioned to implement specific goals using specific strategies.

We need your help to finalize a plan that is relevant to your work and the needs you see in your stakeholder communities. We ask that you review the draft plan and share with us your feedback. You may submit written comments to the Access to Justice Board via email at atj@wsba.org by April 17, 2017. You may also submit comments through the following survey by April 17, 2017: <https://goo.gl/forms/L1pkugl7ChtiU7Gx2>. These comments will be considered prior to the ATJ Board's adoption of a final plan in May.

If you have questions about the State Plan, the Alliance for Equal Justice, or the Access to Justice Board, please contact Terra Nevitt at (206) 727-8282 or TerraN@wsba.org.

Sincerely,

Geoff Revelle
Access to Justice Board Chair

Enclosures: Draft Plan for the Coordinated Delivery of Civil Legal Aid
State Plan Progress Memo
Washington State Alliance for Equal Justice Hallmarks

- MEMBERS**
- Hon. Laura Bradley
 - Hon. Anita Crawford-Willis
 - Geoffrey G. Revelle, Chair
 - Nicholas P. Gellert
 - Lynn Greiner
 - Mirya Muñoz-Roach
 - Andrew N. Sachs
 - Francis Adewale
 - Lindy Laurence
 - Salvador Mungia

Staff

Diana Singleton
Access to Justice Manager
(206) 727-8205
dianas@wsba.org





DRAFT

Access to Justice Board
2017–2019 State Plan
for the Coordinated
Delivery of Civil Legal Aid
to Low Income People



DRAFT

Access to Justice Board 2017–2019 State Plan for the Coordinated Delivery of Civil Legal Aid to Low Income People

Contents

Introduction	4
Goal 1	7
Goal 2	10
Goal 3	12
Goal 4	15
Goal 5	18
Glossary of Terms	22

INTRODUCTION

This Plan is intended to guide the collective efforts of the [Alliance for Equal Justice](#) to expand access to our civil justice system and identify and eliminate barriers that perpetuate poverty and deny justice. We adopt this plan as communities across Washington report increasing fear and anxiety about a changing political climate that once again targets those who have historically been most vulnerable to marginalization. We adopt this plan with the belief that we must coordinate our collective efforts, using all the legal tools we are privileged to wield, and take direction from community leaders in pursuit of a just and equitable system. As set forth in our [Hallmarks](#), The Alliance for Equal Justice (“the Alliance”) exists to ensure that poverty is not an impediment to justice; that legal barriers which perpetuate poverty and inequality will be dismantled; and that our laws and our justice systems will be open and equally effective for all who need their protection, especially those who have been placed on the margins of society due to their identities.

The severity of Washington’s justice gap and the inadequate funding of civil legal aid cannot be overstated. The [2015 Civil Legal Needs Study](#) tells us that the need is greater than ever. Seven in 10 low-income households face at least one significant legal problem each year and, on average, experience more than nine legal problems for which the vast majority will not get the help they need. The study tells us that low-income Washingtonians do not understand that the challenges they face have legal remedies. It tells us that the nature of their legal problems are changing and that the problems intersect and compound, with one legal problem left unaddressed building into multiple legal problems. The study tells us that twenty years after the adoption of Washington’s first state plan, we are far from delivering on our vision of equitable justice and it challenges us to do better. Closing the justice gap will require major investments to double the number of state-funded civil legal aid attorneys, expand the level of volunteer attorney involvement in the delivery of civil legal aid services, and create statewide support infrastructure for the Alliance. Closing the justice gap will also require acknowledging and breaking down the artificial silos that we’ve created between the civil, criminal, and juvenile justice systems and identifying and challenging structurally racialized systems and practices that disproportionately affect minority clients and client communities.

INTRODUCTION

Our Hallmarks call on us to maximize the impact of our limited resources through coordination and the delivery of effective and economical legal aid. Recognizing that we may never have the resources needed to give every low-income household access to legal representation, this plan seeks to improve the way we work together – within existing resources. The plan sets forth five goals that represent a universal commitment of all Alliance members. Goal number 1 identifies race equity as a lens to apply to all of our work. Goals 2-5 identify the focus of our work at each stage that an individual might encounter a legal need, starting with ensuring that low-income communities and individuals understand their legal rights and responsibilities in goal 2. Once a legal problem has been identified and an individual desires legal help, goal 3 asks the Alliance to ensure that members of underserved and underrepresented communities will be able to obtain legal assistance regardless of their geographic and/or demographic circumstances. Once legal services have been engaged, goal 4 calls for holistic and client-centered approaches to address the complexity and breadth of legal needs and to help clients overcome demographic, systems-based and other institutional barriers. And finally, goal 5 urges that in addition to the important work of seeking legal remedies for individuals, the Alliance continue to pursue systemic advocacy to effect structural reforms that maintain and defend progress and improve the well-being of communities and individuals and dismantle systems of institutional racism and other forms of oppression.

We expect that each Alliance organization will review the State Plan goals, strategies and implementation steps to determine, in collaboration with other Alliance members, the role(s) they should play in achieving these collective goals in the coming years. Specific strategies and implementation steps are intended as helpful guidance, but there is no substitute for the knowledge that individual organizations have about their own current and potential strengths and capabilities, the communities they serve and the changing and evolving circumstances affecting clients, communities, and client service delivery. The plan also identifies measures of success for the purpose of better aligning organizational actions, providing feedback that leads to individual program and system improvements and to support Alliance accountability to the State Plan. They are not intended to dictate behavior to any organization or impact funding decisions. Many performance measures are specifically imbedded in the statements of strategy within the plan. Other measures will require the collection and analysis of data. For those measures, we recommend that organizations/regions spend the first year of the plan gathering baseline data, the second year establishing realistic targets and the third year analyzing performance and implementing changes in support of the strategy. A state plan monitoring committee should coordinate collection and distribution of performance measure data. It is expected that implementation of the plan will be evaluated annually and course corrections made as needed.

INTRODUCTION

As the coordinator of this effort, the Access to Justice Board is tasked with supporting and monitoring the implementation of this plan. In many places throughout the document, the Access to Justice Board and its committees are identified to play the role of clearinghouse. That role may include collecting the relevant information, reviewing and assessing the information, and communicating back to the Alliance in the form of an aggregate report, the sharing of best practices, or recommended next steps.

Achieving a just and equitable system will require courage, collective vision and agility to respond to changing needs, challenges, and opportunities. The State Plan offers a framework for the Alliance to work together to rise to the occasion and act with common commitment, focus, and collective determination. Through this State Plan we recommit to our values and our common commitments.

DRAFT

GOAL

1

Alliance organizations will promote racial equity both systemically and within their organizational practices, working toward a vision that race or color does not determine the availability and quality of services, benefits, and opportunity for communities and individuals.

WHAT IS THE PROBLEM?

As stated in our [Washington Race Equity & Justice Initiative's Commitments](#), tensions and fears from tragedies around the country continue to increase due to recent contentious national events and, as a result, many vulnerable communities, especially communities of color, are targeted and treated as less worthy. REJI is a call to action to work together to challenge the racial bias that has been built into our societal fabric. The 2015 Civil Legal Needs Study Update tells us that people of color experience substantially greater number of legal problems, that they regularly experience discrimination and unfair treatment on the basis of legally protected characteristics such as race, and that low-income communities and people of color have little confidence in the justice system. Consistent with the REJI Commitments, this goal and its strategies call on the Alliance to transform structures, policies and practices that perpetuate disparate outcomes for communities of color, including by assessing and strengthening our organizations' own alignment with race equity and justice values and goals.

STRATEGY 1

Engage in activities that create a shared awareness and understanding of what is needed to achieve race equity in our legal systems and society.

Alliance organizations can implement this strategy by:

- Working with the Race Equity and Justice Initiative, to identify currently existing annual events focused on race equity, or with a substantial race equity focus, and engage Alliance organizations, Access to Justice Board members, legal aid funders, community members and officers of the broader justice system to attend those events. If the committee finds that no such events exist, then the committee should leverage existing resources to establish one.
- Identifying, coordinating and collaborating with different groups that are already focused on race equity and utilize social media and emerging technology to collaborate and share resources and tools to achieve racial equity. The Race Equity and Justice Initiative can support this effort by serving as a clearinghouse.

Our vision of success is:

- Alliance organizations are using common language to demonstrate a shared understanding and awareness of the reforms needed to achieve race equity in our systems.

Indicators of success include:

- Alliance organizations are participating in an annual conference or events that focus on race equity.

GOAL

1

- Alliance organizations report increased relationships and collaborations around advancing race equity.

STRATEGY 2

Increase the diversity of staff, boards, and volunteers.

Alliance organizations can implement this strategy by:

- Identifying and adopting existing tools (e.g., the Implicit Bias test from Harvard University and the City of Seattle of Race Equity Tool Kit) in order to conduct a race equity self-audit at all levels in their organizations, with support from the Race Equity and Justice Initiative.
- After conducting the self-audit, addressing and developing strategies to eliminate practices that operate as impediments to the recruitment and retention of a diverse staff, board, and volunteers.
- Developing capacity and technical resources to enable organizations to implement their strategies for race equity and diversity.

Our vision of success is:

- Alliance organizations that reflect the diversity of the communities we serve at all levels.

Indicators of success include:

- All Alliance organizations have completed a self-audit.
- All Alliance organizations will incorporate race equity awareness and provide individualized tools and resources as part of the orientation for all board, staff, and volunteers.
- An increase in staff, board, and volunteer diversity for Alliance organizations that is reflective of the clients they serve.

STRATEGY 3

Raise organizational competency and capacity to advance race equity in our legal system and society.

Alliance organizations can implement this strategy by:

- Identifying and adopting existing tools and trainings to identify, evaluate, and build solutions for creating organizational and systemic racial equity, with support from the Race Equity and Justice Initiative.
- Employing a race equity lens when prioritizing services to clients.

GOAL

1

Our vision of success is:

- Alliance organization staff demonstrate increased awareness of the impacts of race and structurally racialized systems and practices on our society and the client communities we serve.
- Alliance organizations are participating in dialogue about race.

An indicator of success will be:

- All Alliance organization staff have had training on how to talk to each other about race.

STRATEGY 4

Promote and raise the visibility of Alliance organizations' and law firms' activities and successes in advancing race equity.

Alliance organizations can implement this strategy by:

- Collaborating with WSBA and local bar associations to establish awards recognizing legal aid organizations or individuals within organizations that make significant contributions to the advancement of race equity.
- Incorporating race equity topics into all communications channels, including through the Access to Justice Board's Communications Committee and the Equal Justice Coalition.

Our vision of success is:

- Race equity is woven into the fabric of the Alliance.

An indicator of success will be:

- An increased perception among community-based organizations that Alliance organizations are effective partners in advancing race equity.
- At least five earned media pieces related to Alliance organization's work to advance race equity each year.

GOAL

2

The Alliance will work to ensure that low-income communities and individuals understand their legal rights and responsibilities and where to seek legal assistance.

WHAT IS THE PROBLEM?

The [2015 Civil Legal Needs Study](#) tells us that nearly 50% of low-income households are not aware that the problems they are facing have a legal component; and they do not seek legal help. This gap in understanding persists despite decades of effort to provide legal education to low-income people through websites like [WashingtonLawHelp.com](#) and through grassroots community outreach and engagement. This goal and suggested strategies call on Alliance organizations to take a critical look at our educational efforts and consider new approaches to empowering clients to understand the legal nature of the problems they experience and to make informed decisions about whether, when and where to go for legal help.

STRATEGY 1

Conduct an assessment of the current educational activities, resources and tools, identify any gaps and needs for improvement, and develop and execute on plans and any necessary tools that will address those gaps and needs.

Alliance organizations can implement this strategy by:

- Conducting an inventory of educational activities and resources within their region(s), identify the gaps and need for improvements and communicating the results to the Access to Justice Board Delivery System Committee, which can serve as a clearinghouse.
- Addressing any identified gaps and needs for improvement, create and execute plans to educate low-income persons about legal problems, rights and responsibilities, and the availability of legal assistance, with a special emphasis on reaching underserved communities. These plans may be on an organizational and/or regional level based on need and resources. They should include developing and distributing educational resources through a variety of media and organizations and should incorporate best practices and common language. The Access to Justice Board's Communications Committee can support these efforts as a clearinghouse.

The Access to Justice Board and its committees can implement this strategy by:

- Addressing any identified gaps and needs for improvement, create tools and strategies to educate low-income persons about their legal rights and the services available to them within and outside the civil legal aid system and sharing them with Alliance organizations.

GOAL

2

- Developing an interactive legal wellness tool – in collaboration with Alliance organizations – that will enable low-income people to describe the situations they are facing and gain an understanding of the legal rights implicated and the resources available to address them. Alliance organizations can determine how the tool can be used through their networks and communities and encourage its use.

Our vision of success is:

- An improvement in the ability of low income people to understand the legal dimensions of the problems that they are experiencing and make informed decisions about whether, when, and where to go for legal help.

STRATEGY 2

Communicate with low-income communities in ways that are accessible to low-income persons regardless of limited literacy, limited English proficiency, disability, or access to technology.

The Access to Justice Board and its committees can implement this strategy by:

- Developing model guidelines for effective community-based outreach and education both on- and off-line and sharing them with Alliance organizations.

Our vision of success is:

- A rise in client satisfaction with their ability to obtain information about their legal rights and responsibilities and the availability of legal assistance.

An indicator of success will be:

- Increased contact with low-income persons, including those with limited literacy, limited English proficiency, disability, or access to technology.

GOAL

3

Alliance organizations will work to ensure that low-income members of underserved and underrepresented communities will be able to obtain legal assistance regardless of geographic and/or demographic circumstances.

WHAT IS THE PROBLEM?

Who you are matters. The [2015 Civil Legal Needs Study](#) demonstrates that low-income people who identify as African American or Native American experience a greater prevalence of legal problems in nearly every substantive area explored by the study. The same is true for people with disabilities and young people. It shows that low-income people regularly experience discrimination and unfair treatment on the basis of immigration status, prior juvenile or criminal system involvement, and credit history and that victims of domestic violence or sexual assault report nearly double the prevalence of problems across all legal problem areas with an average of 19.7 legal problems per person, per year. The [LGBTQ Supplement](#) to the 2015 Civil Legal Needs Study illustrates that the LGBTQ community experiences different legal problems than the general low-income population and substantially higher levels of problems associated with discrimination and unfair treatment. Federal and state legal aid funding restricts programs from serving certain groups of people and access to legal aid in rural areas remains a persistent challenge. Consistent with our [Hallmarks](#), this goal and its suggested strategies call on the Alliance to authentically engage with low-income communities, adapt our delivery systems to meet their needs, and focus our limited resources on meeting the civil justice needs of those who are most vulnerable and in need.

STRATEGY 1

Work with community-based partners to identify underserved and underrepresented communities on an ongoing basis and provide targeted legal assistance.

Alliance organizations can implement this strategy by:

- Seeking assistance from community partners to identify the common needs of the underrepresented and underserved communities they work with in order to provide targeted legal assistance.
- Providing a self-determined amount of services in community places frequented by underserved populations (e.g., libraries, shelters, community centers, hospitals, schools, churches).
- Considering and pursuing opportunities to co-locate legal aid and other community services on a limited or permanent basis.
- Training community partners to identify legal needs and make effective referrals.

Our vision of success is:

- Community-based partners have an increased understanding of how to identify civil legal problems and help low-income and vulnerable people with whom they work to access legal aid.

GOAL

3

- Legal aid's strategy in reaching underserved and underrepresented populations is improved through partnership with community-based partners.

Indicators of success include:

- An increase in the provision of legal aid outside of traditional legal aid program offices, including through co-location with community partners, by the end of year two.
- An increase in the number of community organizations collaborating with Alliance organizations as partners, by the end of year three.
- An increase in number of community-based partners trained by Alliance members to identify legal problems of persons they serve and make effective referrals, by the end of year two.
- An increase in the number of targeted referrals that Alliance organizations receive from community-based partners, by the end of year three.

STRATEGY 2

Leverage technology to better serve low-income clients in underserved and underrepresented communities.

This strategy can be implemented by:

- Automating the new plain language family law forms and ensuring that the public has online access to the document assembly system at no cost through the collaboration of the Northwest Justice Project, the Administrative Office of the Courts, the Office of Civil Legal Aid, and the Access to Justice Board.
- Increasing the number of attorneys providing legal assistance to underserved and underrepresented communities using Skype (or other like systems), document viewing and similar technologies through the collaboration of Alliance organizations, the Access to Justice Board's Justice Without Barriers Committee and Technology Committee, the Washington State Bar Association, and local courts.
- Developing a mentorship program for attorneys in attorney-rich areas willing to serve clients from underrepresented and underserved communities using technology and other means through the collaboration of the Access to Justice Board's Leadership Development and Technology Committees, Alliance organizations, and the Washington State Bar Association.

Our vision of success is:

- Increased services to low-income clients regardless of geography or other barriers to accessing legal aid in traditional settings.

- A rise in volunteer retention and satisfaction for attorneys in attorney-rich areas who are providing services to underrepresented and underserved communities using technology and other means.

STRATEGY 3

Improve access to and the efficiency of existing intake mechanisms.

Alliance organizations and the Access to Justice Board can implement this strategy by convening an Alliance stakeholder group to:

- Assess and make recommendations on the strategic role of centralized intake, advice, and referral services as a component of statewide intake services.
- Assess regional or local intake systems and make recommendations on flexible and efficient models that complement centralized intake and support a variety of intake strategies.
- Identify and assess innovative intake and referral methods used outside the state of Washington that could be implemented within the state.
- Identify and implement client-centered approaches to intake for underserved and underrepresented populations, including consultation with the broader community of providers of social and human services to low-income people.

Our vision of success is:

- Reduced time between initial contact and initiation of services to clients from underrepresented and underserved communities.
- Increased services to communities identified as underrepresented and underserved regardless of any barriers to accessing legal aid through traditional intake mechanisms.

GOAL

4

The Alliance will use holistic and client-centered approaches to address the complexity and breadth of legal needs and to help clients overcome demographic, systems-based and other institutional barriers.

WHAT IS THE PROBLEM?

The [2015 Civil Legal Needs Study](#) revealed that, on average, low-income households will experience more than nine civil legal problems annually. Experience shows us that these problems are often intertwined, and that helping an individual to address and overcome the problems they face often requires legal and non-legal solutions. Without addressing the interrelated nature of these problems clients will continue to need civil legal aid for recurring and unaddressed legal problems. We also understand from the Civil Legal Needs Study Update that low-income people of color experience substantially higher rates of legal problems and that issues relating to discrimination and unfair treatment cut across every substantive legal category. Many of the problems experienced by low-income minority clients and communities flow from their involvement with structurally racialized systems and practices that appear to be race-neutral but drive disparate treatment and disproportionate negative outcomes. This goal and its strategies call on Alliance organizations to fully realize the values articulated in our [Hallmarks](#) around authentic client and client community engagement, ensuring the availability of a full range of legal aid, and building effective partnerships with legal and community based organizations.

STRATEGY 1

Work with clients to identify and prioritize legal and non-legal needs and to develop strategies to meet those needs.

Alliance organizations can implement this strategy by:

- Continuing to develop flexible models, tools, and resources to help clients identify and prioritize the breadth of their legal and non-legal needs. These tools should be shared with the Access to Justice Board's Delivery System Committee as a clearinghouse.
- Developing and offering training to enable staff and volunteers to better identify clients' legal and non-legal needs.
- Employing a race equity lens – consistent with Goal 5 – in identifying client needs, local and statewide client service priorities, and strategies to address the problems experienced by low-income racial and ethnic minorities and communities of color including, but not limited to, those who are not eligible for state and federally-funded services.
- Establishing client satisfaction surveys or other tools to secure input from clients with respect to the services that they receive and the manner in which they receive them. Such systems should include questions that measure how well the organization is identifying and developing strategies to address the full range of clients' needs.

GOAL

4

Our vision of success is:

- A rise in client satisfaction related to Alliance organizations' ability to help them identify the full range of their legal and non-legal needs and helping them make informed decisions about whether and, if so, how to address them.

An indicator of success will be:

- An increase in the number of and extent to which Alliance organizations are identifying, working with clients to help them make informed decisions about their goals, and to prioritize and address their legal and non-legal needs by the end of year two.

STRATEGY 2

Expand and strengthen partnerships and collaborations to improve each client's ability to address legal and non-legal needs.

Alliance organizations can implement this strategy by:

- Strategically and intentionally collaborating with community based organizations, as appropriate to the circumstances, in helping clients address their needs.
- Regularly seeking and securing input from community based organizations in assessing the needs of clients.
- Sharing information about legal and non-legal resources in the region.

The Access to Justice Board and its committees can implement this strategy by:

- Facilitating the development of an improved protocol to ensure effective cross-referrals and collaboration between Alliance organizations. To the extent possible, clients should need only knock on one Alliance door to get the help they need.

Our vision of success is:

- Clients are better able to address their legal and non-legal needs.
- An increase in the quality and number of cross-referrals and collaborations among Alliance organizations.

An indicator of success will be:

- An increase in the number of referrals clients receive to address the breadth of their legal and non-legal needs.

GOAL



STRATEGY 3

Develop and expand holistic service models to improve long-term outcomes for clients.

Alliance organizations can implement this strategy by:

- Identifying communities that would benefit the most from coordinated or holistic legal aid.
- Piloting or expanding holistic models with those populations.
- Assessing existing services to determine the feasibility of implementing a client-centered, holistic approach.
- Establishing client-centered systems to secure input from clients with respect to how well the organization is addressing the full range of clients' needs.

The Access to Justice Board and its committees can implement this strategy by:

- Identifying and providing tools that will allow Alliance organizations to capture the depth of the services they are providing and the outcomes they are achieving for clients. Alliance organizations can utilize the tool(s) to assess and report the depth of services being provided.

Our vision of success is:

- An end to the revolving door of legal aid, with fewer people returning because their issues have been resolved as a result of coordinated or holistic services.

An indicator of success will be:

- An expanded number of coordinated or holistic models being implemented, by the end of year two.

The Alliance will pursue systemic advocacy to effect structural reforms that maintain and defend progress and improve the well-being of communities and individuals and dismantle systems of institutional racism and other forms of oppression.

WHAT IS THE PROBLEM?

Our Hallmarks call on us to identify and eliminate the systems that operate to deny justice to low-income members of racial, national, ethnic and social minorities and other low-income persons who experience barriers due to explicit or implicit bias and other marginalizing dynamics. Despite many advocacy successes, the 2015 Civil Legal Needs Study reveals that low-income people of color, among other groups, experience substantially greater number of legal problems and regularly experience discrimination and unfair treatment on the basis of legally protected characteristics such as race. The study also tells us that low-income people have precious little confidence that the justice system can help people “like them” to enforce their rights. We know from various symposia sponsored by the Supreme Court’s Minority and Justice Commission, national and state-based research and many years of experience that racialized systems and structures have developed that result in disparate treatment of people and communities of color and that drive disproportionate negative outcomes for members of these groups as well as other historically and currently marginalized groups. This goal and its strategies calls on the Alliance to prioritize collaborative systemic advocacy designed to eliminate these systems, structures and practices, and that such advocacy be rooted in authentic engagement with client communities and in partnership with community-based organizations.

STRATEGY 1

Engage with client communities in order to inform and drive systemic advocacy.

Alliance organizations can implement this strategy by:

- Creating annual community engagement plans by organization and region, as is helpful in each case, and distributing them to regional partners, stakeholders, and the Alliance.
- Revisiting, evaluating, and modifying their engagement plan annually based on results and distributing written results and modifications to regional partners, stakeholders, and the Alliance.

Our vision of success is:

- Alliance organizations will be able to demonstrate that community input is playing a role in helping identifying systems, structures, and practices that result in disparate treatment or disproportionate negative outcomes for low-income people and communities, including but not limited to communities of color.

An indicator of success will be:

- Every Alliance organization and region will have a client community engagement plan, by the end of year two.

GOAL

5

STRATEGY 2

Communicate and collaborate within the Alliance and with other allies in order to identify patterns within communities that point to the need for systemic change and identify opportunities for collaboration.

Alliance organizations can implement this strategy by:

- Identifying a liaison for systemic change advocacy to be a point of contact in the region and for the Alliance. This person should participate in regional and statewide advocacy groups.
- Convening regional stakeholder groups at least quarterly to discuss systems, structures, and practices that result in disparate treatment and drive disproportionate negative outcomes for low income and marginalized communities and considering the value of systemic change advocacy to address these.
- Convening a statewide stakeholder group at least biennially to revisit and refine statewide systemic reform work.
- Regularly providing advocacy updates to the Access to Justice Board's Communications Committee and the Equal Justice Coalition for widespread distribution. These updates should expressly highlight systemic advocacy, outlining the systemic practices being challenged and the impact of the program's advocacy.

Our vision of success is:

- Alliance organizations at regional and state levels working together to effectively implement statewide system reform strategies in at least three substantive priority areas.

An indicator of success will be:

- That regional partners will have identified top priorities for systemic change advocacy, by the end of year two.
- Increased participation (in number and quality) from community based organizations in identifying statewide advocacy priorities.
- Increased participation (in number and quality) from community based organization in pursuing systemic change.
- At least five earned media pieces related to the statewide advocacy priorities each year.

STRATEGY 3

Partner with community based organizations to develop resources and make strategic investments in the ability of Alliance organizations to engage in systemic advocacy.

Alliance organizations can implement this strategy by:

- Considering annually allocating specific resources for systemic change advocacy appropriate to their mission.

Legal aid funders can implement this strategy by:

- Requesting information annually from grantees on systemic change advocacy activities and accomplishments.

Our vision of success is:

- An increased focus on and support for advocacy that is intentionally focused on identifying and eliminating systems, structures, and practices that negatively affect low-income and marginalized communities and that result in disparate treatment and drive disparate outcomes for communities of color and other marginalized populations.

STRATEGY 4

Develop leaders that are skilled in systemic advocacy. Alliance organizations can implement this strategy by:

Alliance organizations can implement this strategy by:

- Having staff, board members, and volunteers apply to the Equal Justice Community Leadership Academy.
- Participating and providing opportunities for community lawyer training on an ongoing basis.
- Participating and providing opportunities for race equity training on an ongoing basis.

GOAL

5

Our vision of success is:

- That community lawyering becomes a core component of each program's strategic client service mix.

Indicators of success include:

- Every Alliance organization has multiple members who have graduated from the Academy.
- By 2019 every Alliance organization will have a majority of staff engaged in community advocacy who has received community lawyering training.

DRAFT

GLOSSARY OF TERMS

Alliance for Equal Justice or Alliance

We are lawyers, judges, legal workers, volunteers and community leaders committed to the fair, effective, and inclusive administration of civil justice in Washington State. In partnership with clients and communities of low-income and vulnerable people, we work to expand meaningful access to the civil justice system and to identify and eliminate barriers that deny justice and perpetuate poverty.

Alliance organizations

Programs or organizations that participate in the Alliance for Equal Justice. Note that the Alliance describes a fluid network, rather than a specific set of organizations. There is no entity responsible for determining which organizations are considered to be a part of the Alliance.

Alliance partners

Equity

Fairness achieved based on an understanding that individuals and communities are subject to different forms of treatment and have access to different amounts of privilege. To be contrasted with fairness based on equal distribution of resources.

Holistic Services

Services that are provided in a manner that takes into account the entirety of a client's barriers and goals, legal and non-legal. This includes two primary components:

- 1 Helping clients identify legal and non-legal problems and potential solutions for their legal problems; and
- 2 Working in collaboration with legal and non-legal community partners to ensure that the client's range of needs are addressed. Whether through direct, unbundled, or referral services.

Implicit Bias

Attitudes and beliefs that result from subtle cognitive processes that often operate at a level below conscious awareness and without intentional control.

Race Equity

A vision that race or color does not predict the amount and quality of opportunities, services, and benefits for impacted communities and individuals.

GLOSSARY OF TERMS

Race Equity Lens

Examining a practice, system, behavior or event with an awareness and focus on the vision that race or color should not predict the amount and quality of opportunities, services and benefits for impacted communities and individuals.

Structural Racism

Racial inequity perpetuated by a system of public policies, institutional practices, cultural representations, and other norms.

Systemic Advocacy

Action that is designed to affect change in all parts of a local, regional or state-wide system that negatively affects low-income and marginalized people, and that takes into account the interrelationships and interdependencies among all of that system's parts.



MEMORANDUM

TO: Access to Justice Board and Funding Partners
FR: Terra Nevitt, WSBA Director of Advancement
RE: Final Progress of State Planning Process
DA: February 13, 2017

As of February 10, 2017, we are at the final phase in the development of a three-year State Plan for the Coordinated Delivery of Civil Legal Aid. In Phase 3 (March – June 2016) the Consensus Group developed strategies to implement the five goals developed in Phase 2. Those drafted strategies were shared with stakeholders for feedback and further refined by the Consensus Group. In Phase 4 (June – August 2016) the Consensus Group developed implementation steps and measures of success. In Phase 5 (August 2016 – present) staff developed a draft plan, which was circulated to the Consensus Group and Steering Committee the draft further refined. The current steps include pushing the draft plan out to a wide range of stakeholders for input from mid-February through mid-April. During Phase 3 and again in Phase 5 the Steering Committee agreed to revise the overall timeline and extend the process in order to provide adequate time to consider feedback received from stakeholders. In light of the revised timeline (below), it is suggested that the ATJ Board consider October 1, 2017 as the implementation date.

Phase 1: Stakeholder Outreach and Education Milestones (October – November 2015)

- Created a [Facebook tab](#) and [webpage](#) to keep stakeholders up to date.
- Conducted ten stakeholder outreach and education sessions between October 20 and November 24. These meetings, hosted by civil legal aid providers throughout the state, provided an opportunity for staff, board members and key community and court partners to learn about the Alliance, the key findings of the Civil Legal Needs Study Update, and how to engage in state planning.
- Conducted a live webinar on November 3 as another opportunity for stakeholder outreach and education. Approximately 50 people registered for the webinar live and people continue to take advantage of the opportunity to view the [recorded webinar available online](#).
- Distributed an electronic survey to the Alliance requesting initial feedback about the usefulness of the previous state plan, the current structure and goals of the Alliance, and key considerations for the new state plan.
- Distributed a letter to stakeholders traditionally thought of as being outside of the Alliance to invite them into the state planning process.
- Invited organizations to join the consensus group.

Phase 2: Convening Consensus Group and Development of Goals (November 2015 – March 2016)

- Solicited participation and convened the Consensus Group. Members include:
 - Benton Franklin Legal Aid Society
 - Center for Justice
 - Blue Mountain Action Council

- Clark County Volunteer Lawyer Program
 - Columbia Legal Services
 - Cowlitz Wahkiakum Legal Aid
 - Eastside Legal Assistance Program
 - KCBA Pro Bono Services
 - Kitsap Legal Services
 - LAW Advocates
 - Lewis County Bar Legal Aid
 - Northwest Consumer Law Center
 - Northwest Health Law Advocates
 - Northwest Immigrant Rights Project
 - Northwest Justice Project
 - Rita R. Dermody Legal Help Center at the Public Law Library of King County
 - Seattle Community Law Center
 - Skagit Volunteer Lawyer Program
 - Snohomish County Legal Services
 - Tacoma-Pierce County Bar Association
 - TeamChild
 - University Legal Assistance
 - YWCA – Sexual Violence Legal Services
- Engaged a professional facilitator to facilitate consensus group meetings. The first two, all day, in-person meetings took place on January 27 and March 14.
 - After the Consensus Group developed 12 draft goals for the plan, we solicited feedback from a wide range of stakeholders. That outreach included:
 - **Regional Focus Groups:** Six focus group meetings were held across the state to give legal aid providers and organizational partners an opportunity to discuss the goals and rank them by priority.
 - **ATJ Forum following the Goldmark Award Luncheon:** Following the Goldmark Award Luncheon on February 26, the ATJ Board sponsored a Justice Forum. In addition to discussing topics of importance to the civil legal aid community, the facilitators led feedback sessions on the drafted goals. Participants had an opportunity to rank the goals based on priority.
 - **Provider and Partner Online Survey:** On February 25, an online survey was sent to providers and partners requesting input on the goals. We received 29 responses.
 - **Client Survey:** A survey was shared with 17 VLPs with a request to distribute the survey to clients at legal aid clinics. Survey responders were asked to rank the top three most important goals. We received 73 surveys in response, including 16 in response to a Spanish language version.
 - **Grassroots Community Partners:** Staff met with community-based organizations in King County who work closely with primarily the Latino community. They provided feedback based on their close connections to the client community and offered input on how to continue gathering client input in the upcoming phases.
 - Additional written comments were collected via email.
 - After reviewing the feedback collected, the Consensus Group developed the following goals:
 - **Low-income communities and individuals will know and understand their legal rights and responsibilities, be aware that legal services are available and will benefit from them.**
 - **Members of underserved and underrepresented communities will know where to go for legal help and have services available regardless of geography, identity, demographics or circumstances.**
 - **The Alliance will respond holistically to the needs, barriers and priorities identified by and with each client.**

- **The Alliance will pursue systemic advocacy to affect both short and long term structural reforms that improve the lives of our client communities.**
- **The Alliance partners will develop self-awareness, common language, a critical lens, effective tools and a shared vision to undo systems that allow racism and other forms of oppression to persist.**

Phase 3: Development of Key Strategies (March – June 2016)

- The Consensus Group divided into five workgroups to brainstorm and develop potential strategies for each goal.
- Stakeholder feedback on the strategies was collected through regional focus groups, surveys and a collection of written comments. That feedback included:
 - **Regional Focus Groups:** Four focus group meetings were held across the state to give legal aid providers and organizational partners an opportunity to discuss the strategies and provide comments.
 - **Provider and Partner Online Survey:** On April 15, an online survey was sent to providers and partners requesting input on the goals. We received 22 responses.
 - **Client Survey:** A survey was shared with 17 VLPs with a request to distribute the survey to clients at legal aid clinics. Providers were also asked to interview two clients by guiding them through the survey with additional questions to collect comments. We received 48 surveys total from 6 providers.
 - Additional written comments were collected via email.
- In early May, the Consensus Group met to review the feedback on the draft strategies and begin to refine them.
- In response to the discussion at the May meeting, a call was held on May 27 for Consensus Group and Steering Committee members to address some “big picture” questions related to the plan. During that call the group reaffirmed that:
 - The **primary audience for the State Plan is Alliance organizations and close partners**, but the plan should be something that can be easily communicated to other audiences.
 - The **goals are intended to be universal but the strategies are not**. There is an expectation that Alliance organizations will self-identify which strategies they should employ to contribute to achieving the State Plan goals.
 - The **State Plan assumes no new resources**, however the Consensus Group may choose to identify a small number of activities that could not be accomplished without additional funding.
- Following the Consensus Group meeting, Terra Nevitt (staff) and Joan Kleinberg (Steering Committee) revised the goals and strategies for consistency in language and identified areas for discussion by the Consensus Group.
- In early June, Consensus Group members participated in calls to further review the revised strategies, address the discussion questions, and further refine the strategies in advance of the in-person meeting on June 23, 2016.

Phase 4: Development of Implementation Steps and Measures of Success (June – August 2016)

- The Consensus Group met on June 23, 2016 and worked in small groups to further refine the goals and strategies and draft implementation steps and measures of success for each strategy. During this meeting the group also identified terms to be included in a glossary and themes for the preamble.

Phase 5: Draft, Circulate and Adopt State Plan (August 2016 - present)

- On August 15, 2016 a first draft of the State Plan, including a preamble and glossary was circulated to the Consensus Group for feedback. It was also circulated to the Steering Committee prompting significant feedback from some Steering Committee members.
- The Consensus Group participated in virtual meetings on August 26 and September 21 to work through the draft and the feedback.
- The Consensus Group also participated in a call with CLEAR Senior Attorney Joanna Otero on September 26 to have a dialogue about how to frame strategies related to existing intake mechanisms in the plan and gain a deeper understanding of how the CLEAR line functions.
- The Consensus Group met in person on November 9, 2016, to finalize a draft of the plan that could be pushed out to a wide group of stakeholders for public comment. The group spent time in small groups addressing the overall tone of the plan and refining the approach to measures of success and resource allocation.
- Additional small group work took place through January 2017 to revise the draft.
- The final draft plan will be pushed out to all of the stakeholders for final feedback from mid-February 2017 through mid-April 2017. The stakeholders will include those who have engaged in the process to date and all of those identified in the scoping memo from October 2, 2015.

Revised Timeline

- The proposed revised planning process is as follows:
 - December 2016 – April 2017: Gather feedback on draft plan
 - April – May 2017: Consensus Group reviews feedback and finalizes plan
 - May – June 2017: ATJ Board adopts plan
 - June – September 2017: ATJ Board prepares for implementation
 - October 1, 2017: Plan goes into effect



HALLMARKS

Washington State Alliance for Equal Justice (adopted March 28, 2014)

I. The Alliance for Equal Justice

We are lawyers, judges, legal workers, volunteers and community leaders committed to the fair, effective, and inclusive administration of civil justice in Washington State. In partnership with clients and communities of low-income and vulnerable people, we work to expand meaningful access to the civil justice system and to identify and eliminate barriers that deny justice and perpetuate poverty.

II. Our Vision

Poverty will not be an impediment to justice. Legal barriers that perpetuate poverty and inequality will be dismantled. Laws and legal systems will be open and equally effective for all who need their protection, especially those who experience unfair and disproportionately unjust treatment due to personal or community characteristics that place them on the margins of society.

III. Our Common Values and Commitments

Inherent Right to Justice. Justice and meaningful access to the civil justice system are inherent rights of all persons. We will work individually and collectively to ensure that the civil justice system is open, accessible, and available to protect and promote the rights of low-income, marginalized and vulnerable people to secure justice under the law.

Access to Our Services. Our statewide civil legal aid system will be equitably available to all who need our services, regardless of legal status or other defining characteristics. We will affirmatively reach out to those who experience obstacles to securing our help, and will adapt our delivery systems to meet their needs.

Full Range of Legal Services. We will use all legal tools at our disposal to secure just and lasting results for the low-income and marginalized individuals, families, and communities we serve.

Duty to Identify and Eliminate Barriers. We will use our legal skills to identify and eliminate systems—within our own community, the justice system, and greater society—that operate to deny justice to low-income members of racial, national, ethnic and social minorities and other low-income persons who experience barriers

due to explicit or implicit bias and other marginalizing dynamics. We appreciate the cultural, language and other differences among our clients, client communities and ourselves. We will take affirmative steps to develop and implement personal and organizational competencies and systems to bridge these differences without placing additional undue burdens on our clients.

Duty to Identify and Serve the Most Vulnerable. We will focus our limited resources on meeting the civil justice needs of those who are most vulnerable and/or in need.

Meaningful and Authentic Client Engagement. Meaningful and authentic engagement with the communities and clients we serve is essential to our work. We will learn and take direction from our clients. Where necessary, we will serve as their legal voice. Where possible, we will help and support them in speaking for and asserting/defending their own legal rights.

Transparency and Accountability. We will be transparent and accountable to our clients, the broader communities we serve, our Alliance for Equal Justice peers and partners and those who invest in our work.

Effective Use of Limited Resources. We will coordinate our efforts to maximize the impact of the limited resources entrusted to us, and to deliver the most effective and economical civil legal aid services, consistent with our common mission and core values.

Building Relationships and Partnerships. We will build relationships with others, including legal- and community-based organizations that work with our clients, to increase the reach and effectiveness of our work.

Continuous Leadership Development. We will continuously support members of our community in assuming leadership in their work with clients and client communities, in pursuing necessary change in the civil justice system, and in furthering the work of the Alliance for Equal Justice.

Harvey, Sharon

From: Happold, Stephanie
Sent: Tuesday, April 4, 2017 5:24 PM
To: Harvey, Sharon; Peterson, Susan
Subject: RE: VAWA workgroup
Attachments: 2006 03 17 DDC VAWA Staff Memo.pdf; 2006 06 30 DDC VAWA Staff Memo.pdf; JIS Data Dissemination Committee 2006-07 meeting minutes.pdf; Legal Voice VAWA letter.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Sharon & Susan:

As Judge Marinella requested, below is a quick summary of the Data Dissemination Committee's dealings with the Violence Against Women Act. Please let me know if you need anything else or if you need this information in a different format.

Thank you!

1. In 2006, Legal Voice wrote a letter to the JISC subcommittee, the Data Dissemination Committee (DDC), stating that the state of Washington was in violation of the Violence Against Women Act (VAWA) 18 USCS § 2265(d)(3). This section prohibits the information about the survivors of domestic violence to be made available on the internet. Attached are DDC meeting minutes from that time.
2. Because the particular section was in the full faith and credit section of the VAWA, the DDC was unsure if it only applied to foreign protection orders that were filed in-state. DDC asked the Department of Justice (DOJ) for a legal opinion and the DOJ refused.
3. The Data Dissemination Administrator at the time, John Bell, wrote two memos about the issue: one an informational memo and the other concluding that the section's language only applied to foreign protection orders. Both memos are attached. The DDC was in agreement with Mr. Bell.
4. January 25, 2017, Legal Voice wrote another letter to the DDC to restate its position that the state of Washington was in violation of 18 USCS § 2265(d)(3). This time the letter came with an opinion from the Department of Justice. The letter is attached.
5. Based on this new DOJ opinion, the DDC would like to form a workgroup to look into the issue. Main questions are if the state is violating VAWA and if so, what should be done about it. The DDC believes this issue goes beyond the Committee; therefore, they are asking for numerous representatives to join the VAWA workgroup.
 - a. DDC
 - b. Legal Voice
 - c. DMCJA
 - d. DMCMA
 - e. SCJA
 - f. WSACC
 - g. WAPA
 - h. WACDL
 - i. Access to Justice
 - j. Media representative
 - k. Northwest Justice Project.

Regards,
Stephanie Happold



907 Pine Street
Suite 500
Seattle, WA 98101

T 206-682-9552
F 206-682-9556

legalvoice.org

January 25, 2017

Hon. Thomas J. Wynne, Chair
Judicial Information Systems Data Dissemination Committee
Washington State Administrative Office of the Courts
18000 International Blvd. Suite 1106
SeaTac, WA 98188

Dear Judge Wynne and Members of the Committee:

We write to urge this Committee to take immediate action to bring Washington State into compliance with 18 U.S.C. § 2265(d)(3), a provision of the federal Violence Against Women Act (VAWA) that prohibits states from making certain protected information about survivors of domestic violence available on the Internet. This is not the first time we have brought this request to this Committee. This letter explains the history of Section 2265 and our advocacy to this Committee, documents how the current state of online access to Washington court records violates VAWA, and provides our suggestions for bringing our state into compliance with VAWA. Victim safety, and Washington State law and policy that favor protections for survivors of domestic violence, are at stake.

Background

18 U.S.C. § 2265(d)(3) was enacted as part of VAWA's 2005 reauthorization, with the purpose of eliminating one of the many barriers that dissuades domestic violence survivors from seeking the aid of the legal system for protection from domestic violence. Section 2265(d)(3) provides:

(d) Notification and Registration

(3) Limits on internet publication of registration information

A State, Indian tribe, or territory ***shall not make available publicly on the Internet any information regarding the registration, filing of a petition for, or issuance of a protection order, restraining order or injunction, restraining order, or injunction in either the issuing or enforcing State, tribal or territorial jurisdiction, if such publication would be likely to publicly reveal the identity or location of the party protected under such order.*** A State, Indian tribe, or territory may share court-generated and law enforcement-generated information contained in secure, governmental registries for protection order enforcement purposes.

(Emphasis added.) While this provision leaves to the states the decision whether records relating to protection orders should be considered *public records*, it prohibits states from disseminating *online* any such records that would be “likely to publicly reveal the identity or location of the party protected under such order.” *Id.*

Beginning in 2006, Legal Voice (then the Northwest Women’s Law Center) and the Washington State Coalition Against Domestic Violence (WSCADV) approached this Committee to share our concerns that Washington State was in violation of Section 2265(d)(3). At the time, Washington State had made court dockets searchable by litigant name online through JIS/SCOMIS, and many Washington State counties were already operating or were beginning to operate their own electronic databases to facilitate easier public access to court records. We articulated to the Committee our concern that, to comply with VAWA, Washington needed to take steps to ensure that information that might reveal the identity or location of a person who filed for a protection order was not publicly available through those publicly accessible databases.

Over the course of subsequent meetings and negotiations, the then-members of this Committee took the position that this section of VAWA applied only to “foreign” protection orders registered in the courts of this state, and that it did not prohibit the state from making identifying information relating to protection orders that originated in Washington publicly available on the Internet. We strongly disagreed with that interpretation, and urged the Committee to comply with VAWA’s requirement that all information that could identify a domestic violence victim’s name or whereabouts be kept off the Internet. The Committee declined to take such action.

Section 2265(d)(3) Applies to Both Domestic and Foreign Protection Orders

As we previously informed the Committee beginning in 2006, 18 U.S.C. § 2265(d)(3) makes no distinction between “foreign” protection orders registered in Washington courts and “domestic” protection orders issued by Washington courts. To the contrary, by its plain language the statute expressly reaches *both* foreign and domestic protection orders, as it applies to protected information concerning a protection order “in either the issuing or enforcing State.”

The legislative history of 18 U.S.C. § 2265(d)(3) adds further credence to the plain language reading of the statute. The internet publication prohibition in VAWA 2005, as originally introduced, was located in a section of the legislation concerning general grant conditions that was wholly unrelated to full faith and credit and would have amended another statute, 42 U.S.C. § 3796gg-1, not 18 U.S.C. § 2265. See H.R. 3420, 109th Cong. (2005). The Senate version of VAWA 2005 relocated the publication prohibition, substantively unchanged, to a section concerning full faith and credit. See S. Amdt. 2681, 109th Cong. (2005). The legislative record from this action does not contain any statements about the reason for this move. See 151 Cong. Rec. H12075-12125 (daily ed. December 17, 2005). This substitute bill passed and became

Public Law 109-162, enacting VAWA 2005. See Violence Against Women and Department of Justice Reauthorization Act of 2005, Pub. L. No. 109-162 (2005). Though both the House Judiciary Committee Report on the original bill and legislative record vote on the decisive Senate amendment evidence a wealth of concern among lawmakers for victim privacy generally, neither record contains any mention of a specific intent for the publication prohibition to apply exclusively to foreign orders. See *Id.*, H. Rep. No. 109-233 (2005).

If Congress intended the statutory prohibition on internet publication to reach only *foreign* orders that were registered in another state, the original Pub. L. 109-162 VAWA 2005 language would have been completely sufficient. Pub. L. 109-162 prohibited the online publication of “any information regarding the **registration or filing of** a protection order, restraining order, or injunction in either the issuing or enforcing State, tribal or territorial jurisdiction [...] [emphasis added]”. See Violence Against Women and Department of Justice Reauthorization Act of 2005, Pub. L. No. 109-162 (2005). It is possible to interpret this “registration or filing of” language, in the context of its location within the full faith and credit section, as specifically and narrowly prohibiting disclosure of information regarding the inclusion of foreign orders in protection order registries. However, in 2006, shortly after the passage of VAWA 2005, Congress passed technical amendments to the law that modified the language in question. See Violence Against Women and Department of Justice Reauthorization Act of 2005 Technical Amendments, Pub. L. No. 109-271 (2006). Public Law 109-271 retained reference to “registration,” but additionally prohibited internet publication of information regarding “filing of **a petition for, or issuance of** [emphasis added]” orders. *Id.*

If 18 U.S.C. § 2265(d)(3) was intended to exclusively reach foreign orders, then the deliberate addition of publication prohibitions for information regarding “petitions for” and “issuance of” orders makes little sense. States do not readily have reason to possess information regarding petitions filed or decisions regarding issuance made in out-of-state courts -- neither of these forms of information are material to the full faith and credit enforcement of foreign orders, only orders themselves are. However, to state the obvious, states and localities *do* possess a great deal of information regarding petitions filed for orders as well as information on issuance of orders *that originate within their own domestic courts*. In order to read the 2006 amendments to have any meaning, they must be understood to clarify the prohibition on publication as applying to foreign *and* domestic orders and the accompanying procedural records. The 2006 Public Law 109-271 technical amendment should be interpreted, within the context of VAWA 2005 broadly, as well as the prior legislative history of 18 U.S.C. § 2265(d)(3), as an attempt to reconcile the intent for a general publication prohibition and original location of the language in a section pertaining to general grant conditions with its later move, text substantively unchanged, into a section pertaining to full faith and credit.

Lest this Committee have any doubt as to the meaning of this provision, the Department of Justice and the federal Office of Violence Against Women share our interpretation. We have attached a letter to us from the Principal Deputy Director of the Department of Justice’s Office

of Violence Against Women, confirming that 18 U.S.C. § 2265(d)(3) applies to *all* protection and other domestic violence restraining orders *issued or registered* in Washington State.

Other States Comply with VAWA

Further, several other states provide models for how to comply. Since our discussions with the former members of this Committee, many states have acted to bring their court records dissemination rules in line with VAWA. At least four states – Michigan, Minnesota, Missouri, and Wyoming – have adopted court rules that cite 18 U.S.C. § 2265(d)(3) and prohibit remote access to protected information concerning *all* protection orders. See Mich. Court Rule 3.705(C); Minn. Rule of Public Access to Records of the Judicial Branch 8, Subd. 2(d)-(g) & cmt.; Mo. Court Operating Rule 2.04(b)(16); Wy. Rules Governing Redactions from Court Records, Rule 2. New Mexico's Legislature adopted language closely tracking 18 U.S.C. § 2265(d)(3) into a state statute. See N.M. Stat. § 40-13-12 ("A state agency, court or political subdivision . . . shall not make available publicly on the internet any information that would likely reveal the identity or location of the party protected under an order of protection."). In addition, without citation to VAWA, both California and Pennsylvania have adopted court rules that maintain the public nature of protection order proceedings, while limiting remote access as required by VAWA. California Rule of Court 2.503 provides "[r]ecords in a proceeding under the Family Code, including domestic violence prevention proceedings may be made available electronically only in the courthouse." In Pennsylvania, the judicial system's Electronic Case Record Public Access Policy Section 3.00 provides that victim and witness identifying information, including any party's address, are excluded from public electronic access.

Washington State Fails to Comply with Any Interpretation of Section 2265(d)(3).

Despite VAWA's clear directive, Washington State court records that include the identity and location of people protected by domestic violence protection orders remain accessible online. While this is not true in every county (for example, King County does not publish protection or anti-harassment order records online pursuant to King County Local General Rule 31), because it is true for the statewide Judicial Information System, it is ultimately true for every person protected by a domestic violence protection order in this state.

For example, Legal Voice searched for our own former and current domestic violence victim clients by name this month, using the free Judicial Information System Link, and using Pierce County's Legal Information Network Exchange System (LINX). We found our clients' names and dockets readily on JIS and LINX, including, on JIS, clients whose cases were filed in King County, where such records are not electronically available. Not only does JIS identify them as petitioners in domestic violence protection orders, it identifies the county in which they filed the proceeding. This is true for both protection orders issued here in Washington State and for one of our clients with a foreign protection order. Thus, even under the previous members of this Committee's inaccurate interpretation of VAWA, Washington State is not complying with the law.

Washington State Can and Must Comply with VAWA

The experiences of survivors of domestic violence and the need to protect their safety means we can no longer wait for Washington State to comply with VAWA's directives. Moreover, while the VAWA statute does not clearly prescribe the enforcement actions that the federal government may take against states for violating this particular provision, we urge this Committee not to put Washington State at risk.

We recognize that Washington State has a strong public policy supporting open public access to court and government records. *See, e.g.*, GR 31. But the state also has equally strong public policy in favor of protecting the safety of survivors of domestic violence. *See, e.g.*, *Danny v. Laidlaw*, 165 Wn.2d 200, 221 (2008) ("The legislative, judicial, and executive branches of government have repeatedly declared that it is the public policy of this state to prevent domestic violence by encouraging domestic violence victims to escape violent situations, protect children from abuse, report domestic violence to law enforcement, and assist efforts to hold their abusers accountable."). Both of those important interests may be accommodated by maintaining the public nature of domestic violence protection order proceedings, while ensuring that identifying and location information about victims are unavailable through public electronic systems. This could be accomplished in multiple ways – for example, through keeping all protection order records public at the courthouse but unavailable online, as King County has attempted to do; or by allowing online dissemination but requiring automatic redaction of the information protected by VAWA.

As officers of the court, we have the deepest respect for the Administrative Office of the Courts and all those who serve on its committees. We believe that this issue can and should be resolved quickly, in favor of Washingtonians who have been victimized by domestic violence. Please understand, however, that we are prepared to pursue litigation to enforce federal law if this issue cannot be resolved cooperatively. We therefore ask this Committee to recognize and take immediate action to fulfill Washington State's obligations under federal law.

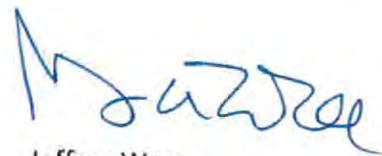
Sincerely,



Sara L. Ainsworth
Advocacy Director
Legal Voice



Tamaso Johnson
Policy Director
Washington State Coalition
Against Domestic Violence



Jeffrey Ware
Counsel
Fenwick & West



U.S. Department of Justice

Office on Violence Against Women

Washington, DC 20530

January 19, 2017

BY E-MAIL DELIVERY

Sara J. Ainsworth
Advocacy Director
Legal Voice
907 Pine Street, Suite 500
Seattle, WA 98101
sainsworth@LegalVoice.org

Dear Ms. Ainsworth:

This is in response to your inquiry regarding the Office on Violence Against Women's (OVW's) interpretation of the scope of 18 U.S.C. 2265(d)(3), which prohibits States, Indian tribes, and territories from publishing information on the Internet regarding a protection order "if such publication would be likely to publicly reveal the identity or location of the party protected under such order." In particular, you asked for clarification whether section 2265(d)(3) applies only to foreign orders registered in or enforced by another jurisdiction or whether it applies also to protection orders issued by and within the publishing jurisdiction.

OVW's longstanding position is that section 2265(d)(3) prohibits a State, Indian tribe, or territory from making this information publicly available on the Internet regardless whether the underlying protection order is a foreign order from another jurisdiction or a domestic one issued by the publishing jurisdiction. Specifically, the statute provides that the jurisdiction "shall not make available publicly on the Internet any information regarding the registration, filing of a petition for, or issuance of a protection order . . . *in either the issuing or enforcing . . . jurisdiction[.]*" (emphasis added). Thus, the plain language of the provision covers Internet publication in both the issuing and enforcing jurisdiction. Moreover, the provision encompasses information regarding the *filing* of a petition for a protection order, which is not information that a jurisdiction called upon to enforce a foreign order would have.

I recognize that section 2265(d)(3) suffers from some drafting flaws that have led to confusion about its interpretation. Most significantly, the provision is grouped in a subsection with two other paragraphs regarding registration and enforcement of foreign orders and is itself entitled "Limits on Internet publication of registration information." Although this placement and title of the provision might suggest limiting the Internet prohibition to foreign orders, we maintain that jurisdictions are obligated to adhere to the plain language of the provision, which clearing covers issuing jurisdictions. Headings and placement may help interpret the meaning of a statute when its language is ambiguous, but they are of limited utility when the meaning of the provision is clear on its face.

Finally, I note that there are excellent policy reasons that a jurisdiction should avoid publishing on the Internet identifying information about a person protected by a protection order. Absent such a restriction, the Internet can be a powerful tool for identifying, locating, and harassing victims. To avoid having protection order information used to locate and endanger victims, it simply makes sense not to make such information publicly searchable on the Internet.

If Washington State has questions about how to implement the prohibition in section 2265(d)(3), OVW has national technical assistance providers that can provide recommendations about best practices.

I hope this information is helpful. If you have further questions, please contact OVW's senior attorney advisor, Jennifer Kaplan, at jennifer.kaplan@usdoj.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Bea Hanson", with a long horizontal flourish extending to the right.

Bea Hanson
Principal Deputy Director

FILED
MAR 29 2017
WASHINGTON STATE
SUPREME COURT

THE SUPREME COURT OF WASHINGTON

IN THE MATTER OF THE PROPOSED NEW
RULE GR 36 — TRIAL COURT SECURITY

ORDER

NO. 25700-A- 1177

The Trial Court Security Committee, having recommended the adoption of the proposed new rule GR 36 — Trial Court Security, and the Court having considered the amendments and comments submitted thereto, and having determined that the proposed new rule will aid in the prompt and orderly administration of justice;

Now, therefore, it is hereby

ORDERED:

- (a) That the new rule as attached hereto is adopted.
- (b) That the new rule will be published in the Washington Reports and will become effective on September 1, 2017.

749/78

Page 2

ORDER

IN THE MATTER OF THE PROPOSED NEW RULE GR 36 — TRIAL COURT SECURITY

DATED at Olympia, Washington this 29th day of March, 2017.

John
Quinn
Stephens
Madsen, J.

Fairhurst, C.J.
Chickie
[Signature]
Shylah McAd
[Signature]

PROPOSED GENERAL RULE ___

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.
- (i) 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.
- (ii) 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:

- (i) Judiciary;
- (ii) Court Clerical Staff;
- (iii) Prosecuting Authority's Office;
- (iv) Public Defender's Office;
- (v) Executive Branch;
- (vi) Law Enforcement;
- (vii) Facilities/Maintenance Department;
- (viii) Any other agency of government housed in the same building;
- (ix) 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. 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, email, 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) Irate and abusive individuals.

(f) Security Drills. Each court may hold security drills as determined by the Court Security Committee, as deemed necessary 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.

(g) Minimum Court Security Standards. Every Court shall endeavor to meet or exceed the following minimum standards. Should the Court fail to meet the Minimum Court Security Standards, the Court should state in the Court Security Plan why the minimum standards were not met.

(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. 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.

BILL REQUEST - CODE REVISER'S OFFICE

BILL REQ. #: S-1114.4/17 4th draft

ATTY/TYPIST: KS:tcw

BRIEF DESCRIPTION: Creating a program for the reinstatement of driving privileges that are suspended because of failure to pay a traffic infraction.

AN ACT Relating to creating a program for the reinstatement of driving privileges that are suspended because of failure to pay a traffic infraction; amending RCW 46.20.289; adding a new section to chapter 46.20 RCW; and creating a new section.

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

NEW SECTION. **Sec. 1.** The legislature finds that driver's license suspension is a frequent consequence when individuals fail to pay their traffic fines, and that the failure to pay fines is sometimes caused by the inability of an individual to pay all of the fines at once. The legislature desires to provide a mechanism for allowing individuals with drivers' licenses suspended due to unpaid fines the ability to reinstate their drivers' licenses, while holding the individuals responsible for their unlawful behavior and for payment of the fines imposed, and also while minimizing to the extent possible the impact on taxpayers to fund additional bureaucracies to manage the process.

NEW SECTION. **Sec. 2.** A new section is added to chapter 46.20 RCW to read as follows:

(1) The legislature hereby creates a program to provide a path for the reinstatement of driving privileges that are suspended because of failure to pay a traffic infraction.

(2) A person qualifies for entry into the program if:

(a) That person's driver's license or driving privilege has been suspended under RCW 46.20.289; and

(b) The court has referred one or more unpaid infractions that are the basis of the suspension to a collection agency.

(3) The department shall develop an application form to be used by applicants for the program.

(4) Any person qualifying for the program may enter the program by completing the application developed under subsection (3) of this section and submitting the application to any one collection agency that has been referred any unpaid infraction under subsection (2)(b) of this section.

(5) Upon receipt of a complete and valid application, the receiving collection agency is the active collection agency for purposes of this section, and shall notify the department immediately upon receipt of the participant's first regular monthly payment under subsection (6) of this section. Upon such notice, the department shall immediately rescind the suspension of the participant's driver's license or driving privilege under RCW 46.20.289.

(6) While participating in the program, the participant must make regular monthly payments to the active collection agency. The monthly minimum payment is fifty dollars for balances up to five hundred dollars, one hundred dollars for balances over five hundred dollars but less than one thousand dollars, and one hundred fifty dollars for balances over one thousand dollars. For purposes of this subsection, "balances" means the balance of the participant's unpaid infractions held by the active collection agency. If a participant fails to make their payment on or before the scheduled due date as

required by this subsection, the participant may be removed from the program by the active collection agency.

(7) A participant's driver's license or driving privilege must not be suspended under RCW 46.20.289 during such time that the participant remains a participant in the program.

(8) If a participant is removed from the program under subsection (6) or (9)(b) of this section:

(a) The active collection agency shall immediately notify the department;

(b) The department shall suspend once again the participant's driver's license or driving privilege under RCW 46.20.289; and

(c) The person removed from the program may be reinstated in the program by again submitting the application in subsection (4) of this section, except that no person may be reinstated in the program more than three times in any five-year period.

(9) If a person participating in the program created by this section pays in full all obligations held by the active collection agency:

(a) The active collection agency shall provide the participant and the department with a statement showing the obligation as paid in full, and the contact information for any other collection agency holding an unpaid infraction that, but for the participant's participation in the program created in this section, would result in suspension of the participant's driver's license or driving privilege under RCW 46.20.289; and

(b) If additional collection agencies are identified under (a) of this subsection, the participant must contact one of the other collection agencies within thirty days and agree to begin making payments to the collection agency. Upon such contact, the collection agency contacted becomes the active collection agency for purposes of this section, and shall provide notice to the department that the participant has agreed to begin making payments. If the participant fails to contact one of the other collection agencies within thirty days, the participant is removed from the program.

(10) A participant may remain in the program until such time that all collection agencies holding unpaid infractions that are suspending the participant's driver's license or driving privileges are paid in full, or until the participant is removed from the program under subsection (6) or (9)(b) of this section.

(11) The department may adopt rules necessary to implement this section.

(12) The definitions in this subsection apply throughout this section unless the context clearly requires otherwise.

(a) "Active collection agency" means the collection agency to which a program participant is required to make monthly payments.

(b) "Participant" means a person who is enrolled in the program.

(c) "Program" means the program created by this section.

(d) "Unpaid infraction" means an unpaid monetary penalty, fee, cost, assessment, or other monetary obligation.

Sec. 3. RCW 46.20.289 and 2016 c 203 s 6 are each amended to read as follows:

The department shall suspend all driving privileges of a person when the department receives notice from a court under RCW 46.63.070(6), 46.63.110(6), or 46.64.025 that the person has failed to respond to a notice of traffic infraction for a moving violation, failed to appear at a requested hearing for a moving violation, violated a written promise to appear in court for a notice of infraction for a moving violation, or has failed to comply with the terms of a notice of traffic infraction, criminal complaint, or citation for a moving violation, or when the department receives notice from another state under Article IV of the nonresident violator compact under RCW 46.23.010 or from a jurisdiction that has entered into an agreement with the department under RCW 46.23.020, other than for a standing, stopping, or parking violation, provided that the traffic infraction or traffic offense is committed on or after July 1, 2005. A suspension under this section takes effect pursuant to the provisions of RCW 46.20.245, and remains in effect

until the department has received a certificate from the court showing that the case has been adjudicated or until section 2 of this act provides otherwise, and until the person meets the requirements of RCW 46.20.311. In the case of failure to respond to a traffic infraction issued under RCW 46.55.105, the department shall suspend all driving privileges until the person provides evidence from the court that all penalties and restitution have been paid. A suspension under this section does not take effect if, prior to the effective date of the suspension, the department receives a certificate from the court showing that the case has been adjudicated.

--- END ---

COVER / TRANSMITTAL LETTER

PLACEHOLDER – Separate document, from the AG

EXECUTIVE SUMMARY

PLACEHOLDER – Approx. 2-3 page summary of process, key recommendations, etc.

INTRODUCTION / BACKGROUND

I. SENATE BILL 6360

During the 2016 regular legislative session Senate Bill (SB) 6360 was enacted and became effective on June 9, 2016.

SB 6360 directs the Office of the Attorney General (AGO) to convene a work group of stakeholders “to receive input and provide feedback on a plan for a program for the efficient statewide consolidation of an individual’s traffic-based financial obligations imposed by courts of limited jurisdiction into a unified and affordable payment plan.”¹

The legislation specifies that the following must be invited to participate in the work group:

- The Administrator for the courts (or designee);
- The Director of the Washington State Department of Licensing (or designee);
- A district or municipal court judge, appointed by the district and municipal court judges’ association;
- A prosecutor (or designee), appointed by the Washington Association of Prosecuting Attorneys;
- A public defender, jointly appointed by the Washington Defender Association and the Washington Association of Criminal Defense Lawyers;
- A district or municipal court administrator or manager, appointed by the District and Municipal Court Management Association;

- A representative of a civil legal aid organization, appointed by the Office of Civil Legal Aid;
- The Chief of the Washington State Patrol (or designee);
- A representative of a statewide association of police chiefs and sheriffs, selected by the association;
- The Director of the Washington Traffic Safety Commission (or designee);
- A representative of a statewide association of city governments, selected by the association;
- A representative of a statewide association of counties, selected by the association; and
- A representative of a statewide association of collection professionals.

As the convening agency, the AGO has an ex-officio representative facilitating the work group.

SB 6360 provides that the work group will convene as necessary and that the work group will provide final feedback and recommendations to the AGO by September 15, 2017. The AGO will then submit a report detailing its recommendations for a plan and program for the efficient statewide consolidation of traffic-based financial obligations by December 1, 2017.

II. WORK GROUP PROCESS SUMMARY

PLACEHOLDER – Names of individuals who participated, the number of meetings, etc.

III. EXISTING PROCESSES / PROCEDURES

SB 6360 specifically addresses traffic-based financial obligations imposed by courts of limited jurisdiction, which includes district courts and municipal courts:

- District courts are county courts serving defined territories, both incorporated and unincorporated, within the counties. District courts have civil jurisdiction over traffic infractions for which only a monetary penalty may be imposed, as well as criminal jurisdiction over misdemeanors and gross misdemeanors involving traffic offenses.
- Municipal courts are created by cities and towns to address violations of municipal ordinances that occur within the bounds of the municipality. Like district courts,

municipal courts have jurisdiction over gross misdemeanor and misdemeanor traffic offenses, as well as civil traffic infractions. Some municipalities contract with local district courts or other municipalities for court services. A municipality may also establish and operate a violations bureau to assist in the processing of traffic offenses and infractions.

There are 193 courts of limited jurisdiction operating in Washington State. A complete list of these courts is available in the attached in the Appendix.

A person can incur a financial obligation as a result of a civil traffic infraction or a criminal traffic offense, a distinction established by statute. Under RCW 46.63.020, the failure to perform any act required or the performance of any act prohibited by statute, regulation, or local ordinance relating to traffic is designated as a traffic infraction and may not be classified as a criminal offense unless it is listed as an exception.ⁱⁱ

Traffic Infractions

A civil traffic infraction case is initiated when a person receives a notice of a traffic infraction. The notice represents a determination that an infraction has been committed. The determination is final unless the person contests it. A person who receives a notice of a traffic infraction has three options to respond and must do so within 15 days by:

- 1) Paying the prescribed penalty;
- 2) Requesting a hearing to contest the notice; or
- 3) Requesting a hearing to explain mitigating circumstances.

What happens next depends on the response:

- 1) PAY: If a person remits payment in full, the court enters a judgment that the defendant has committed the infraction.

- 2) CONTEST: At a hearing to contest the notice, the court determines whether the agency that issued the notice has proved by a preponderance of the evidence that the defendant committed the infraction.
- If the court finds the infraction was committed, it shall enter an appropriate order on its records and may assess a monetary penalty against the defendant. The court may also waive or suspend a portion of the monetary penalty, provide for time payments on a payment plan, or – in lieu of monetary payment – provide for the performance of community restitution.
 - If the court finds the infraction was not committed, the case is dismissed.
- 3) REQUEST MITIGATION: At a mitigation hearing, the court determines whether the defendant's explanation of the events justifies reducing the penalty. The court then enters an order finding that the defendant committed the infraction and assessing a monetary penalty against the defendant. The court may also waive or suspend a portion of the monetary penalty, provide for time payments on a payment plan, or, in lieu of monetary payment, provide for the performance of community restitution.

If the defendant fails to respond to a notice of infraction or fails to appear at a requested hearing, the court enters an order finding that the defendant has committed the infraction and assessing any associated monetary penalties.

Traffic infractions are classified as either moving or non-moving. The Washington State Department of Licensing (DOL), in consultation with the Administrative Office of the Courts (AOC), adopts and maintains rules – Washington Administrative Code 308-104-160 – defining moving violations. Under RCW 46.20.289, DOL shall suspend all driving privileges of a person when the department receives notice from a court that the person has:

- Failed to respond to a notice of a traffic infraction for a moving violation;
- Failed to appear at a requested hearing for a moving violation;
- Violated a written promise to appear in court for a notice of infraction for a moving violation; or

- Failed to comply with the terms of a notice of a traffic infraction or citation for a moving violation.

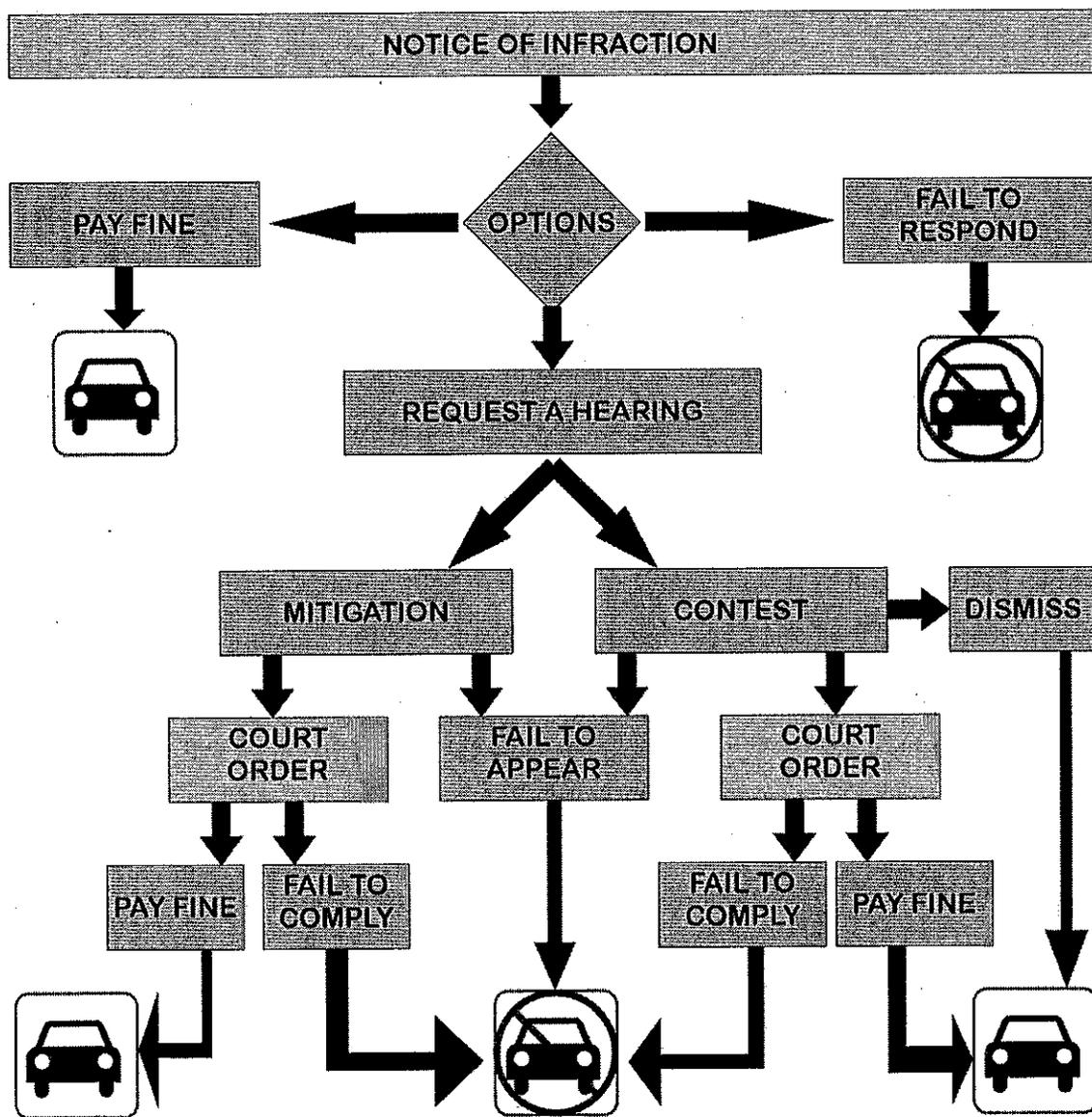
Non-moving violations do not result in license suspensions for any of the above.

Under RCW 46.63.060(3)(a), a notice of a traffic infraction must include a statement that the person who receives the notice may be able to enter into a payment plan with the court. Pursuant to RCW 46.63.110, if a court determines, in its discretion, that a person is unable to pay in full immediately, and less than one year has passed since the infraction became due, the court shall enter into a payment plan with the person. If the person had previously been granted a payment plan for the same fine, or if the person is in noncompliance with any previous or existing payment plan, the court has the discretion to enter into a payment plan. A court may administer the payment plan itself or may contract with an outside entity to do so.

According to RCW 46.63.110(6)(b), if a person has not entered into a payment plan with the court and has not paid the monetary obligation in full on or before the time established for payment, the court may refer the unpaid monetary penalty, fee, cost, assessment, or other monetary obligation to a collections agency until all monetary obligations have been paid or until the person has entered into a payment plan. Furthermore, for moving violations subject to suspension, the court notifies DOL of the delinquency and the department then suspends the person's driver's license or driving privileges. Generally, a court must forward the information to DOL within ten (10) days.

Figure ### below is an illustration of the general process and procedures described above:

Figure ###: Traffic Infraction Process & Outcomes



Traffic Misdemeanors

Traffic misdemeanor offenses differ from traffic infractions in that a traffic misdemeanor is a criminal case where conviction can lead to jail time in addition to traffic-based financial obligations. Courts of limited jurisdiction in Washington can adjudicate traffic offenses that are either misdemeanors or gross misdemeanors. In Washington, misdemeanor crimes come with a maximum jail sentence of 90 days in jail and a maximum fine of \$1,000. Gross misdemeanor crimes carry a maximum sentence of 364 days in jail and a \$5,000 maximum fine.

A criminal traffic case is initiated through either a citation issued by law enforcement or a complaint filed by a prosecutor. Unless a defendant was arrested, arraignment is generally the first appearance in a criminal traffic offense case. Arraignment entails the formal reading of the criminal complaint against the defendant to inform the defendant of the charges and have the defendant enter a plea. Arraignment requires the defendant's presence in court.

If a person fails to appear at arraignment or at any requested hearing related to the criminal traffic complaint, the court notifies DOL of the defendant's failure to appear and the department then suspends the person's driving privileges.

Fines & Fees

Alternatives

In some cases, there may be alternative options available to individuals to help facilitate repayment of outstanding financial obligations, or to restore or retain driving privileges.

OCCUPATIONAL/RESTRICTED LICENSE

Under state law, a driver with a suspended license may, under certain circumstances, apply for an "Occupational/Restricted Driver License" (ORL). One main category of eligible persons is drivers who have had their licenses suspended for conviction of an offense relating to motor

vehicles for which suspension or revocation of the driver's license is mandatory, provided that the offense was not any of the following: vehicular homicide, vehicular assault, or driving or being in actual physical control while under the influence of intoxicating liquor or any drug. The other main category of persons who may apply for an ORL is drivers who have had their licenses suspended by DOL for three specified reasons: 1) failure to pay a traffic ticket, 2) driving without insurance, or 3) committing multiple driving violations with such frequency as to indicate disrespect for traffic laws or disregard for the safety of others.

Furthermore, an may be issued only if:

- The applicant has not committed vehicular homicide or vehicular assault within the last 7 years;
- The applicant files satisfactory proof of financial responsibility; and
- The applicant demonstrates that it is necessary to drive because the applicant is:
 - Engaged in an occupation or trade that makes driving essential, is participating in a WorkFirst program, or is in or has applied for an apprenticeship or on-the-job training program;
 - Undergoing continuing health care or providing continuing care to a dependent;
 - Enrolled in an education institution and pursuing a diploma, degree, or certification;
 - Undergoing substance abuse treatment and no sufficient transit services are available; or
 - Fulfilling court-ordered community service.

In issuing an ORL, DOL describes the qualifying circumstances for the license and sets forth in detail the specific hours of the day when driving is allowed (not to exceed 12 hours in one day), the days of the week when driving is allowed, and a general description of the permitted routes for travel. These detailed restrictions are in a written form and must be carried in the vehicle at all times and presented to law enforcement upon request. Any violation of the restrictions is treated as a violation of the prohibition of driving while one's license is suspended or revoked.

An ORL can only be issued to a person who has a Washington State driver license. There is a \$100 nonrefundable fee to apply for an ORL. An ORL is valid for the period of the suspension or revocation. An ORL will be cancelled if any of the following occur:

- The driver is convicted of violating the restrictions;
- The driver commits a violation subject to suspension/revocation while the ORL is in effect;
- The driver no longer meets the eligibility criteria;
- The driver's proof of financial responsibility is cancelled; or
- The driver removes a required ignition interlock device.

SPECIAL "AMNESTY" EVENTS

Another alternative program employed at times by some courts of limited jurisdiction is to participate in special "amnesty" events aimed at reducing the number of outstanding fines in collection and holds on driver licenses. For example, in May 2009, more than 100 courts across Washington State closed 25,513 cases and collected \$3,964,975 in revenue through such a program. Throughout the month of May 2009 (with some courts extending the program into June), nearly 100 district and municipal courts voluntarily participated in the program to help those with outstanding traffic tickets and fines.

While the specifics were unique to each individual court, in general the program allowed individuals the opportunity to pay fines at a reduced rate. A common characteristic of these types of programs is that courts and their collection agencies agree to waive interest and a significant portion of collection costs on traffic-based financial obligations currently in collection.

Washington's district and municipal courts held a similar program in October, 2002, closing more than 10,000 cases and collecting approximately \$1,850,000. The Yakima County District Court also offered a similar program in October 2005.

LOCAL RELICENSING PROGRAMS

To assist suspended drivers restore or retain their driving privileges and pay outstanding fines, some jurisdictions have established local relicensing programs. RCW 46.20.341 expressly contemplates that “courts of limited jurisdiction in counties or cities are authorized to participate or provide relicensing diversion programs.” In general, these types of programs can be categorized as either a pre-filing diversion program or a post-filing program. These two approaches are discussed in more detail below.

PRE-FILING PROGRAMS --- Pre-filing diversion programs are generally designed to avoid prosecution for eligible drivers. Typically, the driver is cited and released at the time of the offense and advised that the citation will be sent to the prosecutor’s office for review. The prosecutor reviews the criminal history and specifics of the incident to determine the driver’s eligibility. The prosecutor then sends notice to the driver that if they enter into the relicensing program, the case will not be filed. According to the Office of Public Defense, “This type of program invites the driver to come to court and address the outstanding tickets, collection fees and interest.”ⁱⁱⁱ

King County District Court has a pre-filing program. For eligible individuals, the King County Prosecutor’s Office offers an invitation to enroll in the relicensing program in lieu of filing the criminal charges of Driving While License Suspended in the Third Degree and No Valid Operator’s License. In addition, individuals who are suspended with no pending charges or individuals with pending charges who want help restoring their driving privileges can appear as walk-ins. When a person appears, the person is offered a variety of options to satisfy payment, including community service or the Community Work Program managed by the county’s Department of Adult and Juvenile Detention. A hearing is set inviting the participant to voluntarily enroll in the program. At the hearing, a judge may mitigate and adjudicate any King County District Court infraction fines. The participant then has the opportunity to meet with collection agency representatives to address outstanding fines by establishing a payment plan. Once an individual makes the first monthly payment, the hold on the license will be removed. If the participant successfully completes the program and pays off their obligations, the charge is never filed. If a participant is out of compliance, the case is referred back to the prosecutor for potential filing.

POST-FILING PROGRAMS --- Post-filing programs generally require that the prosecutor file a charge with the court, often for Driving While License Suspended in the Third Degree and No Valid Operator's License. The court then issues a summons and notice to appear for arraignment. The case is continued for eligible drivers who appear at arraignment, agree to participate in the relicensing program, and enter into a payment plan for unpaid traffic-based financial obligations. Once a driver begins making payments, his or her driving privileges may be reinstated. According to the Office of Public Defense, "Most courts, which have this type of program, will dismiss or reduce the original charge once the driver begins the payment plan and obtains a valid license."^{iv} Some of these programs also allow for walk-in participation for individuals not currently facing a pending charge, but potentially subject to such a charge should they continue to drive while suspended.

Spokane's Relicensing Program is an example of a post-filing program. The Spokane program is for people whose driving privileges are currently suspended for failing to pay traffic fines in the City of Spokane, County of Spokane, Pend Oreille County, Medical Lake, Airway Heights and Cheney. The Spokane City Attorney's Office administers the program. Participants are either referred by the court or walk-in to be screened for eligibility. To be eligible for the program, a person must:

- Resolve all outstanding warrants, alcohol holds, out of jurisdiction holds, child support holds and financial responsibility holds;
- Have a suspension of driving privileges in the third degree based upon unpaid fines actually imposed by the court or which resulted from failure to respond or appear;
- Have all fines causing suspension be from participating jurisdictions; and
- Not have been convicted of a "sex offense," "serious violent offense," or a "most serious offense," or have a criminal history demonstrating a pattern of felony, assault, drug and/or weapons charges.

As part of the Spokane program, there is an opportunity to have unpaid traffic-based financial obligations pulled from collections, combined into a single manageable monthly amount, and, upon the first successful payment, all the associated driver's license holds will be released so

long as the driver continues to make successful payments and comply with other program requirements.

Of the 193 courts of limited jurisdiction in Washington State, ### offer some kind of a relicensing program. Under RCW 46.20.341, subject to available funds, counties and cities that operate relicensing programs are supposed to provide information to AOC on an annual basis regarding:

- The eligibility criteria used for the program;
- The number of referrals from law enforcement;
- The number of participants accepted into the program;
- The number of participants who regain their driver's license and insurance;
- The total amount of fines collected;
- The costs associated with the program; and
- Other information as determined by the AOC.

However, AOC does not regularly receive consistent information from the local programs.

The information available on each locality's specific relicensing program is attached to this report in the Appendix.

Analysis

According to data compiled by AOC, civil traffic infractions constitute the bulk of traffic-related cases in Washington's courts of limited jurisdiction. Consequently, traffic infractions are the most likely cause of a person incurring a traffic-based financial obligation. Although there are differences from year to year, and the numbers appear to be trending downward, Washington's courts of limited jurisdiction process approximately 1 million charges for traffic infractions and misdemeanors annually, consistently accounting for more than 40% of the aggregate caseload. Table ### below shows the volume of traffic-related cases courts of limited jurisdiction handled annually from 2010 to 2015:

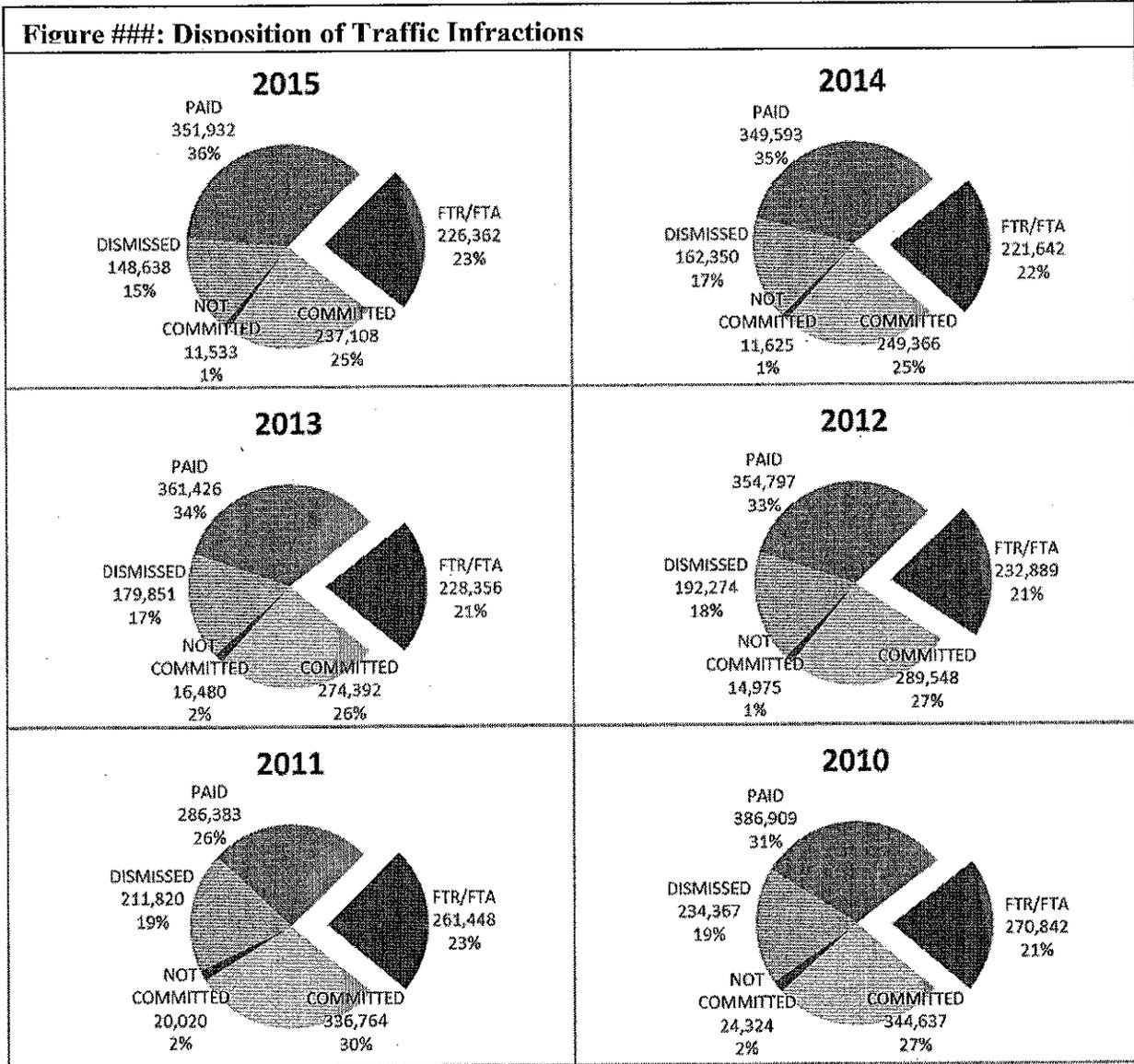
Table ###: CLJ Traffic Infraction & Misdemeanor Filings & Charges

	2010	2011	2012	2013	2014	2015
Total # Cases Filed	2,448,998	2,359,906	2,109,314	2,199,412	2,035,796	2,082,795
Traffic Infractions (excluding parking)	1,001,937	972,140	872,789	867,875	824,729	810,635
% of Cases Filed	40.9	41.2	39.7	39.5	40.5	38.9
Violations Charged	1,216,759	1,171,256	1,046,102	1,038,971	983,005	961,074
Traffic Misdemeanors (non-DUI/Physical Control)	124,731	113,720	98,564	93,816	78,654	73,948
% of Cases Filed	5.1	4.8	4.7	4.3	3.9	3.6
Violations Charged	143,292	130,480	113,419	108,461	92,778	87,534
DUI/Physical Control Misdemeanors	38,191	38,024	34,707	31,730	28,588	26,363
% of Cases Filed	1.6	1.6	1.6	1.5	1.4	1.2
Violations Charged	38,935	38,822	35,391	32,406	29,164	27,060
Combined: (excluding DUI/Physical Control Misdemeanors)	1,126,668	1,085,860	971,353	961,691	903,383	884,583
% of Cases Filed	46.0	46.0	46.1	43.7	44.4	42.5
Combined: (including DUI/Physical Control Misdemeanors)	1,164,859	1,123,884	1,006,060	993,421	931,971	910,946
% of Cases Filed	47.6	47.6	47.7	45.2	45.8	43.7

Source: Courts of Limited Jurisdiction Annual Caseload Reports 2010 – 2015

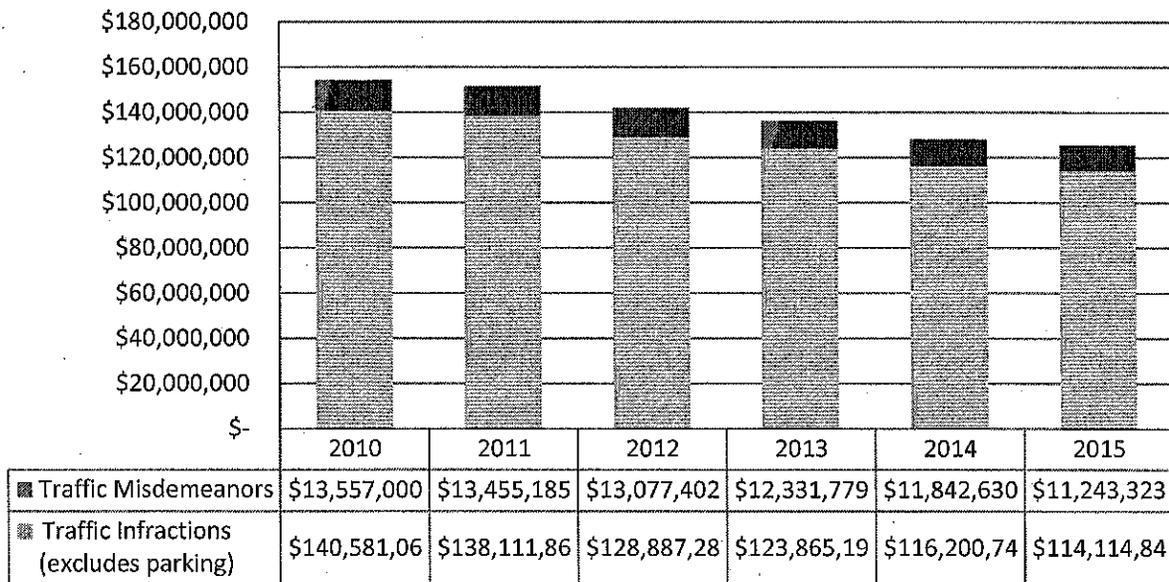
According to data published by AOC regarding the disposition of civil traffic infraction cases, about 1 in 5 infraction notices statewide involve a person who failed to respond to a notice or

failed to appear for a requested hearing. This rate of over 20% of infraction cases involving failure to respond or a failure to appear appears to be fairly consistent over time, as demonstrated in Figure ### below:



Monetary penalties are collected by the courts to help offset court operating costs and to fund certain programs. As discussed above, the amount of the penalty for civil traffic infractions and misdemeanor traffic offenses is established by a combination of statute and court rule. Below is a breakdown of revenue collected from traffic infractions and misdemeanors from 2010 to 2015.

Courts of Limited Jurisdiction Revenue from Traffic Infractions & Misdemeanors



LICENSE SUSPENSIONS

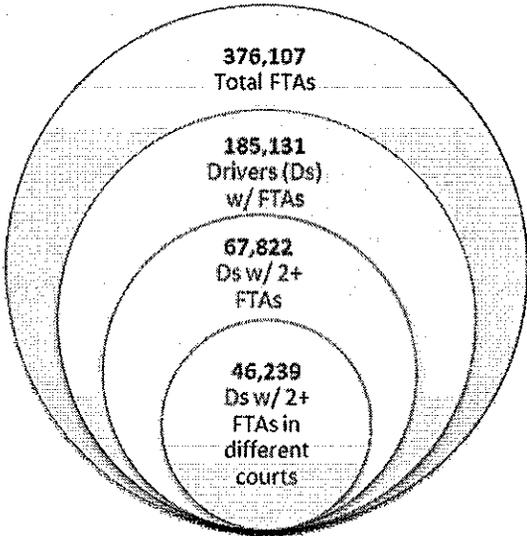
Drivers in Washington can have their driving privileges revoked for a number of different reasons, including for reasons unrelated to traffic offenses or infractions, such as failing to pay child support, or for traffic offenses that imperil the public safety, such as driving under the influence. The Department of Licensing, the agency responsible for processing driver's license suspensions, lists 28 different types of suspensions, some of which are mandatory depending upon the nature of the infraction or offense.

According to the Washington State Department of Licensing, which periodically publishes point-in-time snapshot data statistics about its operations, as of June 30, 2016, there were 372,170 individuals with driving privileges that have been suspended, revoked, or cancelled. This is equivalent to just over 5% of the Washington State population.^v

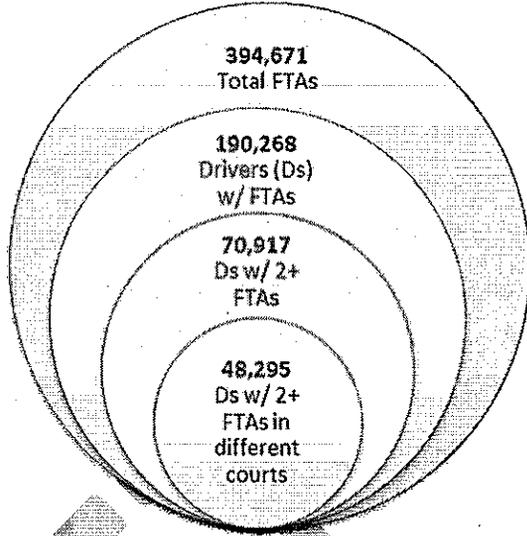
Of chief concern for the purposes of this report are suspensions that get reported to the Department of Licensing as failure to appear (FTA) suspensions. These suspensions are statutorily authorized under RCW 46.20.289 and can generally be described as occurring because an individual did not pay a ticket or appear in court as required. After receiving notice from the court, the Department of Licensing suspends the license pursuant to the process provided in for RCW 46.20.245. The suspension remains in effect until the department [of licensing] has received a certificate from the court showing that the case has been adjudicated and until the person meets the requirements of RCW 46.20.311, which establishes the process for license reinstatement and imposes conditions under certain circumstances. In other words, FTA holds exist only because an individual failed to appear or failed to pay and the only remaining reason for the hold is directly related to the need to appear before the court to address a traffic-based financial obligation.

Snapshot information provided by the Department of Licensing shows that an average of approximately 190,000 individuals have only FTA holds at any given time. This group represents roughly half the total number of individuals with suspended, revoked, or cancelled driving privileges. Some of these individuals – approximately just over 60% – have only one FTA hold. The remaining 36-39%, about 73,000, have multiple FTA holds. Of these, a smaller subset, approximately 50,000 - which is slightly more than 25% of those with FTA only holds – have multiple holds issued from different courts.

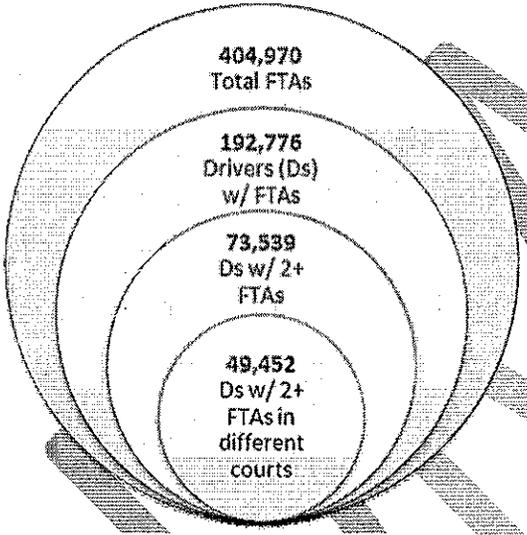
A breakdown of the snapshot data showing the number of drivers affected by multiple FTAs is shown in Figure ###.



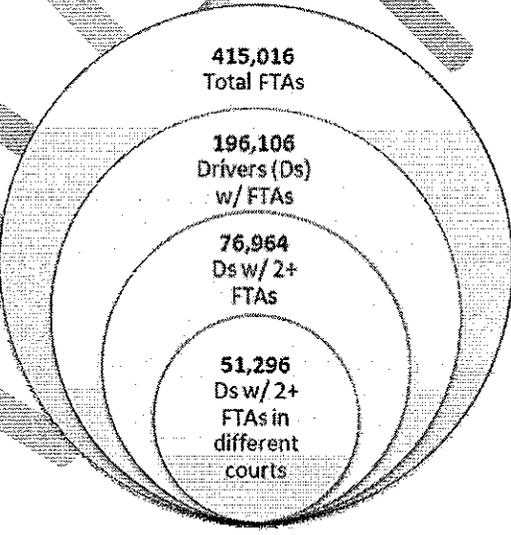
2016



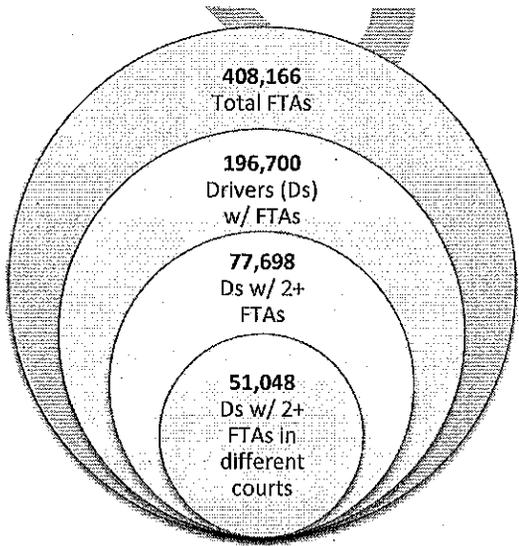
2015



2014



2013



2012

The Department of Licensing data also shows that there are outstanding FTA only suspensions in every county in Washington. By looking at county of residence, the data also show that individuals residing in any give county can be subject to FTA suspensions from courts in other counties. Maps for each county showing the proportion of FTA suspensions that come from courts located within the county of residence are attached in the Appendix. These maps also show the geographic diffuseness of the FTA suspensions, and generally demonstrate the diffuse nature of FTA suspensions. In Mason County, for example, less than half of the total FTA suspensions issued for that county's residents are from courts within Mason County. Thousands of FTA suspensions issued for Mason County residents come from courts in Kitsap, Pierce, and Thurston counties.

IV. STATEMENT OF THE ISSUE

Overview

The State has an interest in the efficient administration of traffic regulations, which includes ensuring that drivers who commit infractions or offenses appear in court and pay their fines. To help incentivize drivers to pay traffic-based financial obligations arising from moving violations, Washington law allows courts to suspend the driver's licenses of individuals who fail to respond or pay their fines. However, the current system of suspending driver's licenses for unpaid traffic-based financial obligations disproportionately affects poor and low income Washingtonians, and has the potential to contribute to what has been described as a "cycle of poverty, unemployment, and incarceration."^{vi} This disparity in outcomes raises significant concerns, which the state has tried to address through recent policy changes, including ending the practice of suspending licenses for nonpayment in cases involving non-moving traffic violations. Some local jurisdictions have also tried to address this issue by offering alternatives, such local relicensing programs or the option of community service to payoff traffic-based financial obligations.

While alternatives to monetary payment or more flexible payment plans exist in some places, they are not necessarily available for everyone. The lack of consistency and coordination between jurisdictions has the potential to make it more difficult for drivers trying to address their

financial obligations so they can get their driving privileges restored. Under the current system, a driver with multiple outstanding traffic-based financial obligations may experience difficulty trying to consolidate those obligations into a single payment plan. This potential difficulty increases when the multiple traffic-based financial obligations are outstanding in different jurisdictions. In such circumstances, a person may need to negotiate separate payment plans with each individual court or collection agency that contracts with the court, some of which may not consider obligations owed in other jurisdictions when setting payment arrangements.

A Concern of National Significance

The subject of court-imposed fines and fees, and their potential for disproportionately impacting poor and low income households, is gaining attention around the country. This attention correlates to a general trend of increasing court fees and fines. Often, these increases are adopted to offset court operating costs and to adjust to broader budgetary pressures. In a 2010 report, for example, the Brennan Center for Justice noted that what is emerging nationally is “a disturbing uptick in both the dollar amount and the number of criminal justice fees imposed on offenders, as well as increased pressure on officials to collect fees, fines, and other forms of criminal justice debt.”^{vii}

As fees and fines have proliferated, so too has a desire to examine and understand the consequences of these actions. According to the U.S. Department of Justice, “Recent years have seen increased attention on...enforcement of fines and fees in certain jurisdictions around the country – often with respect to individuals accused of misdemeanors, quasi-criminal ordinance violations, or civil infractions.”^{viii} A significant number of organizations and agencies looking at this issue have recognized that consequences flowing from the administration of court-imposed financial obligations can disproportionately impact less advantaged populations.^{ix} The Department of Justice has described the effect of court-imposed fines and fees on individuals, their families, and our communities as “devastating”:

In isolation, an individual fine or fee may appear insignificant, but for many people, paying a fine that, together with associated fees and assessments, can

easily exceed several hundred dollars can be challenging. And the obligations can easily and rapidly add up. For example, a person ticketed for a municipal violation who cannot afford to pay the original fine can be charged late payment fees and compounding interest and be subjected to further consequences such as wage garnishment or driver's license revocation...For an individual charged with a criminal offense, the assortment of fees assessed by the justice system can be especially daunting...These harms are most frequently felt by the most vulnerable members of our communities – not just those who are justice-involved, but their families and children, too – as they become trapped in cycles of poverty that can be nearly impossible to escape.^x

Court-imposed costs, fines, and fees impact low income drivers disproportionately; they are more likely to be ticketed for infractions and offenses in the first place, and they are more likely to be subject to collateral consequences from such tickets. Whereas wealthier drivers have the discretionary income to cover associated costs and thereby retain their driving privileges, low income drivers can struggle to pay. “A litany of practices and policies turn a citation offense into a poverty sentence: the revenue incentives of fine collection lead to increased citation enforcement, add-on fees for minor offenses double or quadruple the original fine, and people who fail to pay because they don't have the money lose their driver's licenses.”^{xi}

Indeed, low income drivers who do not find a way to either pay in full or establish and maintain a payment plan can have their driving privileges suspended. According to the Brennan Center for Justice, “One common collection practice that leads to a cycle of reincarceration is the suspension of driver's licenses...If these individuals continue driving – as they often must to work – they face new and often severe criminal penalties for driving with a suspended license.”^{xii} Without a license, these individuals can face a serious dilemma: lose their jobs or risk a criminal charge for driving illegally.

The 2005-2006 Report of the Courts of Washington included the following statement when describing an amnesty program to help residents take care of old financial burdens

so they could work out driver licensing and other legal problems caused by their unpaid fines:

Court officials...were interested in helping people get out of a downward spiral. It can happen when a driver can't pay a fine, has his or her license suspended, can't get car insurance, then either loses a job because of inability to drive or gets caught driving without a license. The legal and financial burdens multiply. This kind of spiral affects both the offenders and the courts, which end up dealing with increasing caseloads from drivers who find themselves in these situations.

Racial Disparity

In addition to the disparity in outcomes associated with traffic-based financial obligations attributable to relative financial means, there is also a concern about racial disparity. In 2011, the Research Working Group of the Task Force on Race and the Criminal Justice System published a report on race and Washington's criminal justice system. The report generally confirmed that minority racial and ethnic groups remain disproportionately represented in Washington's court and criminal justice system. This racial disparity extends to the prosecution and administration of traffic misdemeanors and infractions. In the section addressing traffic stops, the report states, "The data shows that [racial] minorities are cited more often, and that when they are cited, their citations are for more serious offenses."^{xiii} With racial minorities more likely to receive tickets for even minor infractions, it is not surprising that the disparity extends to the potential collateral consequences that can follow. "Because the failure to pay fines stemming from traffic tickets can lead to a license suspension, the [Driving While License Suspended] law disproportionately affects minority drivers."^{xiv} Similarly, in discussing variability in the assessment of legal financial obligations, the report explains that "extra-legal factors, such as race and ethnicity, affect this variability and significantly impacts how [legal financial obligations] are assessed."^{xv}

Washington State is not unique and racial disparity exists across the country to varying degrees. For example, a recent report out of California found that “Just as the U.S. Department of Justice found in Ferguson, [Missouri,] people of color in California are disproportionately impacted by licenses suspension...[and] data from several localities...demonstrates that from the very beginning of the process, citations have a disproportionate racial impact.”^{xvi} States that regularly collect and analyze data on traffic stops generally reach consistent findings. According to an analysis performed by the New York Times, “In the seven states with the most sweeping reporting requirements – Connecticut, Illinois, Maryland, Missouri, Nebraska, North Carolina and Rhode Island – the data show police officers are more likely to pull over black drivers than white ones, given their share of the local driving-age population.”

Legal Landscape

The increasing scrutiny and analysis focused on the disproportionate impacts of traffic-based financial obligations includes, unsurprisingly and necessarily, an analysis of the legal framework related to the prosecution and administration of the cases involving the imposition of traffic-based financial obligations. Notably, this includes a March 2016 *Dear Colleague* letter from the U.S. Department of Justice (DOJ) to state and local courts “intended to address some of the most common practices that run afoul of the United States Constitution and/or other federal laws.”^{xvii} The letter discusses a set of basic constitutional principles grounded in the rights of due process and equal protection relevant to the enforcement of fines and fees in both the context of criminal charges and civil infractions.

Included among these principles is that “Courts must not use...license suspensions as a means of coercing the payment of court debt when individuals have not been afforded constitutionally adequate procedural protections.”^{xviii} Of course, this principle is by no means a new concept. The Washington State Supreme Court has acknowledged that “It is well settled that driver’s licenses may not be suspended or revoked ‘without that procedural due process required by the Fourteenth Amendment.’”^{xix} Relying on this well-established constitutional principle, in 2004, the Washington Supreme Court invalidated sections of state law compelling mandatory license suspension for failing to appear, pay, or comply with notices for traffic infractions on the basis

that the law did not provide defendants an opportunity for an administrative hearing before the license suspension became effective.^{xx}

The guarantee of due process may extend even further, potentially also requiring courts to proactively inquire about and assess a defendant's ability to pay. As described in the March 2016 DOJ letter, suspension of an individual's driver's license due to failure to pay a fine "may be unlawful if the defendant was deprived of his due process right to establish inability to pay."^{xxi} More recently, in November 2016, DOJ filed a statement of interest in a case where the plaintiffs challenged the constitutionality of Virginia's practices of suspending the driver's licenses of those who fail to pay fines or fees. DOJ's brief concludes that the "practice of automatically suspending the driver's license of a defendant who fails to pay owed court debt without any inquiry into the defendant's financial circumstances—i.e., whether the nonpayment was willful or the result of an inability to pay—violates the Fourteenth Amendment."^{xxii}

The legal and constitutional implications of courts not making an individualized inquiry and determination of a specific defendant's ability to pay was also at issue in the recent Washington Supreme Court decision, *State of Washington v. Blazina*. Although that case involved discretionary legal financial obligations in the context of criminal charges, and was decided on statutory as opposed to constitutional grounds, the court engaged in a significant discussion about the "problematic consequences" of Washington's legal financial obligation system.^{xxiii} In holding that a trial court must make an individualized inquiry into a defendant's current and future ability to pay, the *Blazina* decision also suggests that courts should consider a defendant's other debts as part of the process of seriously questioning a person's ability to pay.

RECOMMENDATIONS / REMARKS

The following are consensus recommendations from the Work Group:

- No program allowing for the consolidation of traffic-based financial obligations and the reinstatement of driving privileges while a person is successfully complying with the terms

of a payment plan should alter or lessen any statutorily provided period of mandatory suspension or otherwise allow for reinstatement during a term of mandatory suspension.

PROGRAM PROPOSAL

1. Mission, Goals & Evaluation Metrics

- 1.1. The mission of the program is to facilitate the appropriate reinstatement of driving privileges by allowing individuals with outstanding traffic-based financial obligations owed to courts of limited jurisdiction to establish an affordable payment plan that consolidates multiple outstanding obligations.
- 1.2. The goals of the program relate to the state's interests in promoting public safety on its roads and highways, the efficient administration of traffic regulations, and ensuring offending drivers appear in court, pay applicable fines, and comply with court orders.
 - 1.2.1. Public safety is promoted by reducing the number of unlicensed drivers on the state's roads and highways, reducing barriers for these drivers to obtain required insurance, and reducing the use of law enforcement and criminal justice resources associated with enforcing and prosecuting driving while license suspended in the third degree.
 - 1.2.2. Court efficiency is improved by increased transparency and consistency in the adjudication of traffic-based financial obligations, and by reducing the frequency of charges brought for driving while license suspended in the third degree.
 - 1.2.3. The rate of collection of outstanding traffic-based financial obligations is improved and debt owed by persons experiencing financial hardships is reduced with increased availability of an affordable payment plan.

1.3. Evaluation Metrics

2. Administration

2.1. The Administrative Office of the Courts shall have the authority to establish a unified payment plan system for the consolidation of multiple traffic-based financial obligations causing FTA holds from different courts.

2.2. "Payment plan," means a plan that requires reasonable payments based on the financial ability of the person to pay.

2.3. "Traffic-based financial obligation" means any monetary penalty or monetary obligation imposed when a person is either found to have committed a traffic infraction or found to be guilty of a traffic misdemeanor offense, and includes all associated costs, fees, fines, and pecuniary penalties.

2.4. The Administrative Office of the Courts may use collection agencies under chapter 19.16 for the purposes of administering the payment plan system, and may enter into agreements with one or more attorneys or collection agencies for such purpose.

2.4.1. An agreement under this section should specify the scope of work, remuneration for services, and other charges deemed appropriate.

2.4.2. An agreement under this section should provide that the contracting entity shall make available to the Administrative Office of the Courts or the State Auditor at any time during normal operating hours, all records and information kept in conjunction with the administration of the unified payment plan system.

2.4.3. An agreement under this section should provide that the contracting entity shall comply with all applicable federal, state and local laws, ordinances, and

regulations, including that it is duly licensed by the State of Washington and will maintain that license in good standing.

- 2.5. The Administrative Office of the Courts shall adhere to all relevant state procurement laws in soliciting and executing any contract under Section 2.1.
- 2.6. The Supreme Court shall be responsible for establishing a payment plan policy for the unified payment plan system established by the Administrative Office of the Courts.
- 2.7. The Supreme Court shall promulgate a rule for courts of limited jurisdiction requiring them to publish written payment plan policies and requiring that they be filed with the state Administrator for the Courts.
- 2.8. All courts of limited jurisdiction shall be required to participate in the unified payment plan system.
- 2.9. The program outlined in this proposal shall be known as Washington State Driver Reinstatement and Unified Payment Program (Driver Re-UP Program).

3. Eligibility

- 3.1. A person shall be eligible to participate in the unified payment plan system when he or she has more than one order for a license suspension issued pursuant to RCW 46.20.289 on his or her driving abstract in effect at the time of application.
 - 3.1.1. Eligibility to obtain a payment plan under the unified payment plan system shall not be denied because: (i) the traffic-based financial obligations underlying the FTA hold have been referred to collections, (ii) of the total amount of outstanding traffic-based financial obligations, (iii) of the availability of an occupational or temporary restricted driver's license, or (iv) of the particular category of the traffic infraction or misdemeanor traffic offense underlying the outstanding traffic-based financial obligations causing the suspensions issued pursuant to RCW 46.20.289.

- 3.1.2. Eligibility to obtain a payment plan under the unified payment plan system shall not be contingent upon a current or deferred charge for a violation of, or traffic-based financial obligations for a previous violation of, RCW 46.20.341(2)(a).
- 3.1.3. Eligibility to obtain a payment plan under the unified payment plan system shall not be denied because of person's noncompliance with any existing or prior payment plan, but individuals with a history of noncompliance with a payment plan under the unified payment plan system may be subject to higher initial costs to establish a subsequent payment plan.
- 3.2. A person shall be ineligible to participate in the unified payment system if he or she was previously terminated from the program for having made a material misrepresentation in his or her application or at any other point during his or her participation.
- 3.3. A person shall be eligible to participate in the unified payment plan system provided that he or she is not the subject of any outstanding arrest warrant.
- 3.4. A person determined to be ineligible to participate in the unified payment plan system should be provided information on how to obtain personalized instructions from the Department of Licensing related to what steps the person must take to reinstate his or her driver's license.
- 3.5. No individual shall be excluded from participation in, denied the benefit of, or be subjected to discrimination under the administration of or in connection with the unified payment plan system pursuant to RCW 49.60.

4. Application

- 4.1. The entity that contracts with the Administrative Office of the Courts pursuant to Section 2.1 shall produce an application and intake form designed to provide sufficient information to: (i) identify the applicant, (ii) identify the outstanding traffic-based

financial obligations owed by the applicant, (iii) verify the applicant's eligibility for participation, and (iv) provide sufficient information on the applicant's financial resources and obligations to determine the applicant's ability to pay.

- 4.2. Upon receiving a person's application and intake form, the unified payment plan system administrator shall make a timely review of the application, and should respond within 10 business days.
- 4.3. Once a person is determined to be eligible to participate, the unified payment plan administrator shall send notice to each court to which the applicant owes outstanding traffic-based financial obligations.
- 4.4. Each court receiving such notice shall have 21 days in which to, at its discretion, make an offer to the applicant to enter into a local payment plan pursuant to RCW 46.63.110.
 - 4.4.1. If the applicant accepts the local payment plan offered pursuant to this section, the court shall notify the unified payment plan administrator, and the traffic-based financial obligations covered under such a payment plan will not be consolidated as part of the unified payment plan.
 - 4.4.2. If a local payment plan is not entered into after 21 days, the court shall enter into an agreement with the unified payment plan system administrator for the purposes of allowing the unified system administrator to service the applicant's delinquent traffic-based financial obligations on behalf of the court as provided for in RCW 3.02.045.

5. Payment Plan

- 5.1. Applicants can be required to provide a down payment when establishing a payment plan to demonstrate commitment to making good faith efforts to satisfy their outstanding traffic-based financial obligations.

- 5.1.1. If the total outstanding traffic-based financial obligations are \$500 or less, the required down payment shall not exceed 20% of the amount owed.
- 5.1.2. If the total outstanding traffic-based financial obligations are more than \$500, the required down payment shall not exceed 10% of the amount owed or \$100, whichever is greater.
- 5.1.3. Nothing herein shall be construed to prohibit a person from making a larger down payment than required.
- 5.2. In establishing the terms of a payment plan, an individual's financial resources and obligations, including any other legal financial obligations to any court in Washington, should be considered for the purposes of determining the amount of reasonable required payments, and required payment amounts should not exclusively be a function of the amount of the outstanding traffic-based financial obligations or of time to payoff.
 - 5.2.1. Payment plans should be established to conform to the payment plan policy promulgated by the Supreme Court, which may incorporate the legal financial obligations calculator currently being developed by the Washington State Minority Justice Commission.
 - 5.2.2. The payment plan policy promulgated by the Supreme Court may include, for example, that a payment is considered late/missed if it is not received by the payment plan servicer by close of business on the date it is due.
 - 5.2.3. Payment plans may be based on a matrix that incorporates a reflection of the consideration of a program participant's ability to pay, but which may also include other relevant factors, including the total amount of the outstanding obligation, such as the following example:

	Income Relative to Federal Poverty Level			
\$ Owed	<125%	125-199%	200-299%	>300%

<\$500	\$20	\$30	\$40	\$50
\$500-\$999	\$30	\$40	\$50	\$60
\$1,000-\$1,499	\$40	\$50	\$60	\$75
>\$1,500	\$50	\$60	\$75	\$100

5.3. The payment plan shall be established by a written agreement between the individual owing traffic-based financial obligations (the “participant”) and the unified payment plan system administrator working on behalf of the courts to which the participant owes delinquent traffic-based financial obligations.

5.3.1. The agreement shall include all relevant terms, including, but not limited to, the monthly payment amount, when payments are due, and how to remit payments.

5.3.2. The agreement shall also include a recitation of the potential consequences for not abiding by the terms of the agreement, including, but not limited to, the suspension of driving privileges, additional monetary fines or penalties, and the referral of any remaining outstanding traffic-based financial obligations to a collection agency.

5.4. At any time during the duration of a payment plan, a participant may request a modification based upon changed circumstances, including, but not limited to, loss of employment, a reduction in income, or the imposition of new traffic-based financial obligations.

5.4.1. A new down payment shall not be required to modify an existing payment plan.

5.4.2. Program participants are required to keep their existing payment plans current until a modified payment plan is finalized.

6. Operation

- 6.1. If a court of limited jurisdiction participates in or operates a relicensing program in accordance with RCW 46.20.341, but is unable to assist a suspended driver regain his or her license because the court cannot adjudicate all the FTA suspensions listed in the abstract of the driving record, the court or prosecuting attorney shall refer the suspended driver to the unified payment plan system. Nothing in this section precludes a court (or contracted collection agency) from entering into a payment plan with a suspended driver for the traffic-based financial obligations which the court can adjudicate.
- 6.2. If the court of limited jurisdiction does not participate in or operate a relicensing diversion program in accordance with RCW 46.20.341, the court or prosecuting attorney shall refer the suspended driver to the statewide payment plan system in conjunction with providing an abstract of his or her driving record as provided in RCW 43.20.341(1)(a). Nothing in this section precludes a court from entering into a payment plan with a suspended driver for the traffic-based financial obligations which the court can adjudicate.
- 6.3. Upon entering into a payment plan agreement and receiving the initial payment, the unified payment plan administrator shall promptly notify each court to which the program participant owes traffic-based financial obligations that is covered by the agreement.
- 6.4. Upon receiving notice of the payment plan agreement, if the court has previously notified the Department of Licensing that the person has failed to pay or comply, the court shall notify the department within ten (10) business days that the infraction has been adjudicated in accordance with the process provided for in RCW 46.63.110.
 - 6.4.1. The court shall notify the department that the infraction has been adjudicated via electronic means according to procedures established by the Department and the Administrator for the Courts as provided in IRLJ 4.1.

6.5. The Department of Licensing shall refer suspended drivers to the unified payment plan system by providing information online, and will continue to process suspension and restoration of driving privileges pursuant to RCW 46.20.289.

6.5.1. No person's license will be reinstated or restored if that person is currently subject to a period of mandatory suspension or has his or her driving privileges suspended for another reason.

6.5.2. No person's license will be reinstated or restored until the person meets the requirements of RCW 46.20.311.

6.6. The unified payment plan system administrator should accept payment by personal check, money order, traveler's check, debit card, ACH, and credit card, and any costs associated with payment processing should not be charged to the Administrative Office of the Courts.

6.7. The unified payment plan system administrator shall remit payment on at least a weekly basis to each court to which a program participant owes traffic-based financial obligations.

6.8. The unified payment plan system administrator shall have the capability to support automated account referrals and reporting on the current status of accounts, compatible with each court's current computer systems or any upgrade equipment subsequently acquired.

7. Termination

7.1. A participant in the unified payment plan system shall have his or her payment plan terminated upon breach of the payment plan agreement, which can occur for defaulting on payment, too frequently making late payments, or for other good cause, such as making a material misrepresentation in his or her application or at any other point during his or her participation.

- 7.1.1. If a payment is late, after 10 days, a reminder notice shall be sent to the program participant that includes the following: (i) a statement that payment has not been received, (ii) information on how to make payment, (iii) a statement that if payment is not received before the next payment is due, that the participant's driving privileges will be suspended pursuant to RCW 46.20.289, and (iv) that if the program participant continues to drive after his or her license is suspended that it could result in a criminal charge for driving while license suspended in the third degree.
- 7.1.2. A third late payment within a 365-day period should constitute a breach of the payment plan agreement.
- 7.1.3. In conjunction with sending the reminder notice for the second late payment, a separate notice will be sent to the program participant notifying them that future late payments will result in termination from the unified payment plan system.
- 7.2. After a unified payment plan system participant breaches his or her payment plan agreement, the system administrator shall promptly notify each court to which the program participant owes traffic-based financial obligations.
- 7.3. Upon receiving notice of the breach of the payment plan agreement, the court may refer the outstanding traffic-based financial obligations to a collection agency and the court shall notify the department of licensing of the person's delinquency in accordance with the process provided for in RCW 46.63.110.

8. Financials

- 8.1. When traffic-based financial obligations are consolidated as part of the unified payment plan system, existing interest charges shall be provisionally suspended and not included as part of the aggregate amount owing under the unified payment plan.

- 8.1.1. If the participant in the unified payment plan system successfully meets the terms of his or her payment plan agreement, the provisionally suspended interest charges should thereafter be waived.
- 8.1.2. If the participant in the unified payment plan system breaches the terms of his or her payment plan agreement, the provisionally suspended interest charges may be included again as part of the remaining amount owed.
- 8.2. Except for suspending the interest charges accumulated to outstanding traffic-based financial obligations, the unified payment plan system administrator shall not have the authority to waive or accept compromises on any portion of the underlying amount of outstanding traffic-based financial obligations; although courts of limited jurisdiction shall retain any inherent or statutory authority to do so.
- 8.3. The unified payment plan system administrator, acting as an agent for the courts, may assess a reasonable administrative fee, which may be calculated on a periodic, percentage, or other basis, to be used to pay the unified payment plan system administrator for remuneration for services or charges.
- 8.4. When payments are received, monies shall first be applied to unified payment plan system administrative fees and shall then be applied proportionally between the participant's obligors based on the percentage of the aggregated obligation owed to each court to which the program participant owes traffic-based financial obligations.
- 8.5. If a payment is late, a late fee may be assessed to help cover the costs associated with sending payment reminders, but this fee should not increase the monthly payment amount and should instead be added to the total outstanding obligation.
- 8.6. Notwithstanding any other provision, a person with traffic-based financial obligations shall retain his or her right to contest the enforcement of waivable obligations on the basis of indigence to the court that originally imposed the traffic-based financial obligation.

IMPLEMENTATION PLAN / NEXT STEPS

PLACEHOLDER – Actions needed to be taken to execute the program, timeline, etc,

APPENDICES

A.

- i
- ii
- iii
- iv
- v
- vi
- vii
- viii
- ix
- x
- xi
- xii
- xiii
- xiv
- xv
- xvi
- xvii
- xviii
- xix
- xx
- xxi
- xxii
- xxiii

v It is important to note that the DOL data also includes unlicensed and out-of-state individuals, but it is equally important to note that the population estimate includes children who are not yet of driving age.

