



**DMCJA May 2023 Board of Governors Meeting
In Conjunction with the 2023 Board Retreat**
Friday, May 5, 2023 at Sun Mountain Lodge 3:30 pm to 5 pm
Friday, May 6, 2023 at Sun Mountain Lodge 12:40 pm to 1 pm
Zoom Video Conference <https://wacourts.zoom.us/j/82910554410>

MEETING MINUTES

Members Present:

Chair, Judge Rick Leo, via Zoom
Judge Anita Crawford-Willis
Judge Jessica Giner
Judge Jeffrey D. Goodwin
Judge Carolyn M. Jewett, via Zoom
Judge Catherine McDowall
Judge Lloyd Oaks
Judge Whitney Rivera, via Zoom
Judge Jeffrey Smith
Judge Karl Williams
Commissioner Paul Wohl
Judge Tam Bui, BJA Representative
Judge Mary Logan, BJA Representative
Judge Rebecca Robertson, BJA Representative

Guests:

Judge Samuel Chung, SCJA Rep, via Zoom
Judge Valerie Bouffiou, Guest, via Zoom
Judge Tracy Flood, Guest, via Zoom
Erik Kaeding, WSBA Representative, via Zoom
Ellen Attebery, DMCMA Representative, via Zoom

AOC Staff:

Stephanie Oyler, Primary DMCJA Staff
Antoinette Bonsignore, DMCJA Policy Analyst
Tessa Clements, Sr. Court Program Analyst, via Zoom
Tracy Dugas, Court Program Specialist, via Zoom
Brenden Higashi, PhD., DMCJA Policy Analyst
Dexter Mejia, Court Business Office Manager, via Zoom

Members Absent:

Judge Michael Frans
Judge Kevin Ringus
Judge Charles D. Short
Judge Dan B. Johnson, BJA Representative

CALL TO ORDER

Judge Rick Leo, 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 3:39 p.m.

PRESENTATION

A. Member Engagement Survey

Brenden Higashi, PhD, DMCJA Policy Analyst presented the results of the member engagement survey. Discussion ensued.

GENERAL BUSINESS

A. Minutes

The minutes from the March 10, 2023 meeting were previously distributed to the members. There was no April 2023 meeting. Judge Leo asked if there were any changes that needed to be made to the minutes. There being no changes, the minutes were approved by consensus.

B. Treasurer Report for March 2023 and April 2023

Treasurer Judge Anita Crawford-Willis presented the treasurer report.

C. Special Fund Report for March 2023 and April 2023

Special Fund Custodian Judge Karl Williams presented the special fund report.

LIAISON REPORTS

A. Superior Court Judges' Association (SCJA)

SCJA President Judge Samuel Chung reported that SCJA President-Elect Kristin Ferrera is on vacation so he is filling in this month. Judge Ferrera will attend future meetings as the SCJA liaison. They had a great conference last week. They held a Judges of Color reception which was well attended, and Judge Smith from DMCJA was present. About half of their judges have been on the bench five years or less. They will be holding a Work/Life Balance webinar next week and DMCJA members are invited to attend.

B. District and Municipal Court Management Association (DMCMA)

DMCMA President Ellen Attebery reported they will be holding their DMCMA annual conference and administrator academy next week. LaTrisha Kinlow is the incoming DMCMA President, and she will attend future meetings as the DMCMA liaison.

C. Misdemeanant Probation Association (MPA)

Representative Regina Alexander was not present.

D. Washington State Association for Justice (WSAJ)

Representative Mark O'Halloran was not present.

E. Washington State Bar Association (WSBA)

Representative Gov. Erik Kaeding reported they will be meeting next week so they should have a report next month.

F. Administrative Office of the Courts (AOC)

State Court Administrator Dawn Marie Rubio was not present.

G. Board for Judicial Administration (BJA)

Representative Judge Mary Logan reported that the BJA was very successful this year with state funding, and that a large component of that success was the number of judicial officers and AOC staff who met with legislators on issues of importance.

H. Judicial Information System (JIS)

Court Business Office Manager Dexter Mejia reported that the CLJ-CMS Project schedule has been updated to reflect that September 2023 will be the new tentative start date for the pilot courts. That is dependent on several factors, and will be confirmed by July 2023. The remainder of the go-live schedule is under negotiation, but hopefully that will be released soon.

He also reported that at the last JISC meeting he reported on the state of the JIS person records, which is a topic that several DMCJA members have brought up in the recent past. The use of difference case management systems is a huge factor in this problem, as well as the over/under matching of person records and the lack of access by court staff entering the data. There has also been a diminished application of the person business rules due to new staff and outdated training materials. They will be asking for supplemental funds to support a subcommittee to address these issues.

STANDING COMMITTEE REPORTS

A. Bylaws Committee

Judge Kristian Hedine was not present and there was no report filed.

B. Diversity Committee

Judge Willie Gregory was not present and there was no report filed.

C. DOL Liaison Committee

Judge Angelle Gerl was not present but she filed a report and other documents, available in the packet.

D. Education Committee

Judge Jeffrey R. Smith reported that the Education Committee has now solidified most of the speaker agreements for Spring Program, including for the new keynote, Dr. Eberhart, who is a professor at Stanford University. Judge Smith noted that DMCJA has 88 judges who have joined the bench during the COVID-19 pandemic and have therefore never attended an in-person DMCJA conference.

E. Judicial Assistance Services Program (JASP)

Judge Mary Logan reported that she will be taking over the Chair position for JASP, for a term of two years, and noted that she intends to propose that JASP do more to help judicial officers including a work/life balance component.

F. Legislative Committee

Judge Whitney Rivera reported that the legislative session this year was a lot of fun and very productive.

G. Public Outreach Committee

Judge Michelle K. Gehlsen was not present but there is a report in the packet.

H. Rules Committee

Judge Catherine McDowall filed a report that is in the packet. She thanked everyone for voting outside of the meeting to submit comments to the WSSCRC. The Remote Access Workgroup will be a big part of the committee's focus in the coming year. She attended a session at the SCJA conference re: GR 37 and will sit on the panel for GR 37 at DMCJA's Spring Program as well. Minutes from the March 28, 2023 meeting are included in the packet.

I. Therapeutic Courts Committee

Judge Jenifer Howson was not present and no report was filed.

J. Conference Planning Committee

Judge Andrea Beall was not present but there is a report in the packet.

K. Long Range Planning Committee

Judge Williams filed a report that is in the packet.

ACTION

A. Ratification of Board Vote to Approve sending a short statement to the Supreme Court Rules Committee in support of GR(e)(2)

The Board moved, seconded, and passed a vote (M/S/P) to ratify the previous electronic vote.

B. Ratification of Board Vote to Approve sending a letter comment to the Supreme Court Rules Committee in opposition to proposed rules CrRLJ 4.11 and CrRLJ 4.12

M/S/P to ratify the previous electronic vote.

C. Reimbursement for Lobbyist Gift

M/S/P to reimburse Judge Leo for the gift for Melissa Johnson, at a cost of \$300, out of the Special Fund.

DISCUSSION

A. Bookkeeper Request: Checks - \$200 for 200 security checks

This item will be carried over to a future meeting agenda when more information is available regarding banking options.

B. Washington Therapeutic Court Evaluation and Review (WATER) – Tessa Clements, AOC Behavioral Health Program Lead, Office of Court Innovation

Tessa Clements provided a brief overview of the new evaluation tool, which will be a self-assessment for best practice standards for therapeutic courts.

C. Reserves Committee Recommendation to the Board re: Special Fund Policy Minimum Balance

This item will be discussed during the Board Retreat.

D. Lobbyist Gift Reimbursement

M/S/P to move this item to Action today.

INFORMATION ITEMS

Judge Leo brought the following informational item to the Board's attention.

- A. Q&A with the Honorable Jeffrey R. Smith, Spokane County District Court, Mental Health Therapeutic Court and DUI Therapeutic Court – [Policy Research Associates](#), Nov 10, 2022
- B. Annual Washington State Supreme Court Symposium, May 22, 2023 – Beyond the Bench: Exploring How a Judge's Decisions Can Impact Health
- C. Save the Date: Better Together: A Leadership Forum for Presiding Judge/Administrator Teams, June 25-27, 2023 Vancouver WA
- D. Fellow Judges Workgroup Meeting Minutes for January 18, 2023 and February 9, 2023
- E. Model Probation Interlocal Agreement on [Inside Courts](#)

OTHER BUSINESS

- A. Attendee Information Sharing
- B. The next DMCJA Annual Business Meeting is scheduled for Sunday, June 4, 2023 at 10:00 a.m.

The meeting was adjourned at 4:58 p.m.

CALL TO ORDER

The Board Meeting was reopened after the Retreat on May 6, 2023 at 12:42 p.m. to address additional action items.

There was a motion to move to action the following items:

1. Approval of the minutes from the 2022 Retreat

2. Adoption of the 2023-2024 DMCJA Priorities
3. Adoption of the 2023-2024 DMCJA Budget
4. Increasing the DMCJA dues beginning 2024-2025 by 20% across the board
5. Denial of Judge Fraser's application for the Mary Fairhurst Grant due to lack of funding in current budget year (event is in current budget year).
6. Adoption the 2023-2024 grant writers contract as written
7. Special Fund amendment to trigger assessment if balance is under \$50k on April 1, with the amount of the special fund assessment to be determined at each board retreat
8. Setting the Special Fund assessment at \$25 for the 2024-2025 budget year
9. Adoption of the 2023-2024 DMCJA Meeting Schedule
10. Creation of an ad hoc committee "Courts Helping Courts" (working title) to focus on DMCJA 2023-2024 priority number 11

The Board moved, seconded, and passed a vote to approve each item above (1-10).

The Board Meeting was adjourned at 1:03 p.m.