



**DISTRICT AND MUNICIPAL
COURT JUDGES' ASSOCIATION**

BOARD MEETING

October 13, 2023

Via Zoom Videoconference

DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION SCHEDULE OF BOARD MEETINGS

2023-2024

DATE	TIME	MEETING LOCATION*
Friday, July 14, 2023 ** Cancelled **	12:30 – 3:30 p.m.	ZOOM Video Conference
Friday, Aug 11, 2023	12:30 – 3:30 p.m.	ZOOM Video Conference
Wed., September 20, 2023	12:30 – 3:30 p.m.	Tulalip Resort, Tulalip, WA After Fall Conference Adjourns
Friday, Oct 13, 2023	12:30 – 3:30 p.m.	Zoom Video Conference
Friday, Nov 3, 2023	12:30 – 3:30 p.m.	ZOOM Video Conference
Friday, Dec 1, 2023	12:30 – 3:30 p.m.	Zoom Video Conference
Friday, Jan 12, 2024	12:30 – 3:30 p.m.	ZOOM Video Conference
Friday, Feb 9, 2024	12:30 – 3:30 p.m.	ZOOM Video Conference
Friday, March 8, 2024	12:30 – 3:30 p.m.	ZOOM Video Conference
Friday, April 12, 2024	12:30 – 3:30 p.m.	ZOOM Video Conference
May 2024	TBD	Board Retreat & Monthly Board Meeting Location: TBD
June 2024	TBD	Board Meeting Annual Business Meeting Location: TBD (at Spring Program)

AOC Staff: Stephanie Oyler

****All meeting locations are subject to change, with notice to members***

Updated: May 16, 2023

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**DMCJA BOARD MEETING
FRIDAY, OCTOBER 13, 2023
12:30 PM – 3:30 PM
VIA ZOOM VIDEOCONFERENCE**

PRESIDENT JEFFREY SMITH

AGENDA		PAGE
1. Presentation		
A. Caprice Hollins: What white people can do to move race conversations forward TED Talk		
2. General Business		
A. Minutes for September 20, 2023		1
B. Treasurer Report for September 2023 – Judge Jeffrey Goodwin		6
C. Special Fund Report for September 2023 – Judge Anita Crawford-Willis		
3. Liaison Reports		
A. Superior Court Judges’ Association (SCJA) – Judge Kristin Ferrera, President-Elect		
B. District and Municipal Court Management Association (DMCMA) – Trish Kinlow, President		
C. Misdemeanant Probation Association (MPA) – Meagan Terlep-Boxley, Representative		
D. Washington State Association for Justice (WSAJ) – Mark O’Halloran		
E. Washington State Bar Association (WSBA) – Dan Clark		
F. Administrative Office of the Courts (AOC) – Dawn Marie Rubio, State Court Administrator		
G. Board for Judicial Administration (BJA) – Judge Tam Bui, Judge John H. Hart, Judge Mary Logan, Judge Rebecca Robertson		
H. Judicial Information System Update (JIS) – Dexter Mejia, Court Services Division Associate Director, AOC		17
4. Standing Committee Reports		
A. Bylaws Committee Report – Judge Kristian Hedine		
B. Diversity Committee Report – Judge Willie Gregory		
C. DOL Liaison Committee Report – Judge Angelle Gerl		
D. Education Committee Report – Judge John H. Hart		
E. Judicial Assistance Services Program (JASP) – Judge Mary Logan		
F. Legislative Committee Report – Judge Kevin G. Ringus and Judge Whitney Rivera		
G. Public Outreach Committee Report – Judge Michelle K. Gehlsen and Judge Beth Fraser		
H. Rules Committee Report – Judge Catherine McDowall and Judge Wade Samuelson		
I. Therapeutic Courts Committee Report – Judge Fred Gillings and Judge Jenifer Howson		19
5. Action Items		
A.		

6. Discussion Items A. Proposal from Legislative Committee re: Modernizing Competency Language B. Recommendations from Reserves Committee	20 22
7. Information Items A. 2024 Judicial Institute Clinic Announcement and Application B. DMCJA Webinar – Protection Orders Made Easy C. Operation Safe Arrival Intro Letter	28 29 30
8. Other Business A. Attendee Information Sharing B. The next DMCJA Board meeting is scheduled for Friday, November 3, 2023 from 12:30 p.m. to 3:30 p.m. via Zoom Videoconference	
9. Adjourn	



DMCJA Board of Governors Meeting
WEDNESDAY, SEPTEMBER 20, 2023
12:30 PM – 3:30 PM
AT TULALIP RESORT & CASINO
VIA ZOOM VIDEO CONFERENCE

MEETING MINUTES

Members Present:

Members Present:

Judge Jeffrey Smith, Chair
Judge Anita Crawford-Willis
Commissioner Patrick Eason
Judge Michelle Gehlsen
Judge Angelle Gerl, via Zoom
Judge Jessica Giner, via Zoom
Judge Jeffrey D. Goodwin
Judge Carolyn M. Jewett, via Zoom
Judge Rick Leo
Judge Catherine McDowall
Judge Whitney Rivera
Judge Karl Williams
Judge Tam Bui, BJA Representative
Judge Mary Logan, BJA Representative, via Zoom
Judge Rebecca Robertson, BJA Representative

Members Absent:

Judge Michael Frans
Judge Lloyd Oaks
Judge John H. Hart, BJA Representative

Guests:

Judge Kristin Ferrera, SCJA Representative, via Zoom
Judge Pauline Freund, Law Day Subcommittee Chair, via Zoom
Judge Fred Gillings, Therapeutic Courts Committee Co-Chair
Judge Charles Short, via Zoom
Judge Kevin Ringus, Legislative Committee Co-Chair
Judge Cindy K. Smith, Suquamish Tribal Court, via Zoom
Trish Kinlow, DMCMA Representative
Frankie Peters, DMCMA Representative, via Zoom
Meagan Terlep-Boxley, MPA Representative, via Zoom
Brent Williams-Ruth, WSBA BOG Representative, via Zoom

AOC Staff:

Stephanie Oyler, Primary DMCJA Staff, via Zoom
Scott Ahlf, AOC General Counsel
Antoinette Bonsignore, DMCJA Policy Analyst, via Zoom
Tracy Dugas, DMCJA Staff, via Zoom
Brenden Higashi, PhD., DMCJA Policy Analyst
Mishani Jack-Gonzalez, AOC Court Program Analyst, via Zoom
Dexter Mejia, Associate Dir., Court Services Div., via Zoom

CALL TO ORDER

Judge Jeffrey Smith, 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 12:33 p.m.

PRESENTATION

A. Tribal State Court Consortium (TSCC) – Mishani Jack-Gonzalez

Mishani provided a brief overview of the history and work of the Tribal State Court Consortium, and a copy of the PowerPoint presentation is available in the meeting materials. Chief Judge Cindy Smith was also present and answered questions from members about the Consortium. Discussion ensued about rules and joint jurisdictions. TSCC would be interested in collaborating with DMCJA on a rule for courts of limited jurisdiction.

GENERAL BUSINESS

A. Minutes

The minutes from the August 11, 2023 meeting were previously distributed to the members. Judge Smith asked if there were any changes that needed to be made to the minutes. Staff mentioned a minor correction to the minutes, that it was Judge Smith who drew attention to the Information items and not Judge Leo. With this change, the minutes were approved by consensus.

B. Treasurer Report for August 2023

Treasurer Judge Jeffrey Goodwin presented the treasurer report.

C. Special Fund Report for August 2023

Special Fund Custodian Judge Anita Crawford-Willis presented the special funds report. Judge Williams noted that one Commissioner still has not paid special fund dues.

LIAISON REPORTS

A. Superior Court Judges' Association (SCJA)

SCJA President-Elect Kristin Ferrera reported that SCJA is preparing for their retreat in October, and still figuring out what their spring conference will look like in 2024. Judge Ferrera noted that there is a need for additional judicial education funding, and that SCJA is working on a number of legislative issues, but that she does not have specific details ready to share yet. SCJA's Art of Judging webinar in September was well-attended, and they will be continuing to provide webinars on wellness.

B. District and Municipal Court Management Association (DMCMA)

DMCMA President Trish Kinlow reported that DMCMA is working to assist the CLJ-CMS pilot courts in preparing for go-live. DMCMA's Courts Helping Courts is currently very busy, and will be made a permanent standing committee. Trish reported that DMCMA's Regional Directors, responsible for welcoming new administrators in their regions, will become official positions with the Association. DMCMA is gearing up for their second Academy in conjunction with their spring conference. DMCMA will be holding a joint Summit event with DMCJA and MPA on October 27 and Trish encouraged Board members to attend.

C. Misdemeanant Probation Association (MPA)

Representative Meagan Terlep-Boxley reported that this her first meeting as the MPA representative. MPA is currently in the middle of their academy, and they have 30 people attending this year. Meagan shared that a national training institute will be held in Seattle this year, and that MPA looks forward to participating in the Summit event with DMCJA and DMCMA.

D. Washington State Association for Justice (WSAJ)

Representative Mark O'Halloran was not present.

E. Washington State Bar Association (WSBA)

Representative Brent Williams-Ruth reported that Hunter Abell is the new WSBA president and they have a first female person of color as their president-elect. Dan Clark will take over as the DMCJA WSBA Liaison next month. Brent reported that bar dues will stay level through 2025 but there will likely be an increase in 2026 considering they have not been raised for many years. He reported that the next-gen bar exam will be implemented in Washington in 2026. New President Hunter Abell's focus in 2024 is working on the public image of the judicial system. There will be a media push in the coming year to get the message out regarding improvements to access to justice.

F. Administrative Office of the Courts (AOC)

State Court Administrator Dawn Marie Rubio was not present. Scott Ahlf reported that Dirk Marler will be retiring at the end of the month and encouraged everyone to write him a thank you note.

G. Board for Judicial Administration (BJA)

Representative Rebecca Robertson reported that BJA has voted to make Trial Court Security a permanent committee to continue the work they've started over the last few years. The Policy and Planning Committee is looking to create new task forces through proposals from members and Judge Robertson encouraged everyone to submit their ideas. Judge Bui reported that the Court Education Committee is undergoing a transition with new members and Chairs, in addition to AOC restructuring some of the staff of Education including a new manager position now held by Scott Hillstrom. Judge Logan reported that Budget and Funding Committee has reviewed the decision package proposals for

the supplemental budget and there will be approximately \$500 million available for the state legislature to distribute, so the allocation to the judicial branch may be smaller than in the past few years. Judge Logan provided a brief overview of the categories of decision packages that AOC/BJA expect to submit in the budget this year.

H. Judicial Information System (JIS)

Dexter Mejia, AOC Associate Director of the Court Services Division, reported that his team is preparing for pilot go-live for CLJ-CMS in October. Gig Harbor Municipal Court had to stop out of the pilot project because their staff were unable to test all of the features due to an issue with their network, as the firewall was flagging data from Enterprise Justice. Dexter’s team is working on how to minimize this risk in future rollouts, including proactive communication to IT stakeholder groups, to make sure they understand IT requirements for the project. Over 30 staff members will be supporting the pilot courts in person.

STANDING COMMITTEE REPORTS

A. Bylaws Committee

Judge Kristian Hedine was not present.

B. Diversity Committee

Judge Willie Gregory was not present.

C. DOL Liaison Committee

Judge Angelle Gerl reported that the committee is currently meeting every other month, with their most recent meeting occurring on September 11. At this meeting they had a presentation from the National Safety Council on the Safe Driving Course Program which is the training implemented by DOL in response to a law that passed in 2021 requiring every driver whose license has been suspended due to an accumulation of moving violation traffic infractions to take a safety course prior to license reinstatement. Judge Gerl shared that one of the projects from the Committee last year was to submit an ITG request to add death records to ADRs, but this project has been more complicated than anticipated. In the meantime, DOL is apparently adding comments to the records to note a death date, when applicable. In regards to Pierce v. DOL, DOL feels they have complied with the injunction and are asking for the case to be dismissed, but the ACLU does not agree as they are concerned that courts are still suspending licenses when they shouldn’t be. Judge Gerl noted that the Relicensing Subcommittee continues to meet and are working on a template for relicensing.

D. Education Committee

Judge John H. Hart was not present but a brief written report for the committee is available in the materials.

E. Judicial Assistance Services Program (JASP)

Judge Mary Logan reported that JASP is focusing on expanding their services and being more proactive rather than reactive.

F. Legislative Committee

Judge Kevin Ringus reported that the committee continues to meet on a monthly basis. A proposal from Judge Finkle regarding the term of “incompetency” continues to be discussed by the Committee and may be presented to the Board as an official proposal for submission to the legislature. Representative Thai has offered to let DMCJA utilize her staff to assist with the drafting of the bill language. Judge Rivera shared that they have been getting a lot of positive feedback from legislators and stakeholders about this potential proposal.

G. Public Outreach Committee

Judge Michelle K. Gehlsen reported that “You’ve Been Served: A Courthouse Dialogue” event will be held next week, and noted that an exciting change this is year is that both district and municipal courts within the legislative district are participating together, which will be more efficient and will save money having less courthouses as hosts. Judge Gehlsen noted that local executives have also been invited in many jurisdictions, so all three branches will be discussing priorities together. AOC Communications staff will also be going to four different courthouses to take photos and conduct interviews, in order to write a story for the Full Court Press newsletter. Judge Gehlsen reported that the committee has been discussing the purpose of the DMCJA Facebook page, which was originally meant to connect with the community, but is now also to provide positive news regarding district and municipal courts. At the request of a committee member, they will be putting together a toolkit for how to participate in community events. Judge Jewett remarked that DMCJA could consider partnering with WSBA or other groups on making social media connections.

Judge Freund was invited to provide an update on the Law Day Subcommittee. Judge Freund thanked her Co-Chair, Judge Sonntag, and staff Tracy Dugas. The Subcommittee held the first of two information meetings to help DMCJA members understand what Law Day is, and introduce them to the idea of hosting an event. The information session included presentations from several courts who have hosted Law Day, including Snohomish County District Court and Airway Heights Municipal Court. The presentations showed that there are many different ways to host a Law Day event. The Subcommittee will be starting a materials bank for courts to submit and share their planning documents on Inside Courts. The Subcommittee will also be hosting monthly brown bag check-ins to assist courts with staying on track and meeting milestones, and inspire each other, with the first brown bag event being held on October 11 at 12:15 p.m. Judge Freund encouraged anyone who is interested in hosting a Law Day event to join the brown bag or reach out to her for more information.

H. Rules Committee

Judge Catherine McDowall reported that the committee will be trying to gather stories and information about how the recent changes to CrRLJ 7.6 are impacting courts. The Remote Proceedings Workgroup recently sent some rules suggestions to the Supreme Court, and those may be published for comment soon. Brief discussion ensued about rules relating to interpreters.

I. Therapeutic Courts Committee

Judge Fred Gillings reported that it was a good year for therapeutic courts funding in the legislature, with AOC receiving the \$20.6 million it requested for therapeutic programs in courts of limited jurisdiction. Staff from the Washington State Center for Court Research will attend the next meeting of the committee to share information about a new self-assessment tool called WATER.

ACTION

A. Rules Committee Proposed Amendments to CRLJ 41

The Board moved, seconded, and passed a vote (M/S/P) to submit the proposed amendments to CRLJ 41, IRLJ 2.6 and CRLJ 56 (Action items A, B and C) to the Supreme Court Rules Committee.

B. Rules Committee Proposed Amendments to IRLJ 2.6

The Board moved, seconded, and passed a vote (M/S/P) to submit the proposed amendments to CRLJ 41, IRLJ 2.6 and CRLJ 56 (Action items A, B and C) to the Supreme Court Rules Committee.

C. Rules Committee Proposed Amendments to CRLJ 56

The Board moved, seconded, and passed a vote (M/S/P) to submit the proposed amendments to CRLJ 41, IRLJ 2.6 and CRLJ 56 (Action items A, B and C) to the Supreme Court Rules Committee.

DISCUSSION

A. DMCJA Dues Percentage Breakdown – Judge Jeffrey Goodwin

Judge Goodwin explained that the Reserves Committee has been discussing how best to approach budget decisions and potential changes to DMCJA’s accounting. Judge Goodwin and Tracy Dugas recently met with Dino Traverso, DMCJA’s CPA, to discuss best practices. Judge Goodwin will be recommending that the Association switch to an accrual-based accounting system, and that we move to an invoicing structure for dues where one invoice is sent to each court. Judge Goodwin will also be suggesting that the name and charges of the Reserves Committee be changed to more accurately reflect the work of the committee. Judge Goodwin will draft an updated dues policy and the Reserves Committee will submit a list of recommendations to the Board for consideration at the October meeting.

B. Budget Reserves Discussion - Judge Jeffrey Goodwin

This item was discussed under Discussion item A.

C. Special Funds Assessment Discussion – Judge Karl Williams & Judge Anita Crawford-Willis

This item was not discussed.

D. Renaming Conference Planning Committee

Discussion was tabled on this item due to the committee chair not being present.

E. Memo from Fellow Judges Workgroup – Judge Charles Short, Judge Kevin Ringus

Judge Short provided some background information about why this workgroup was formed, to try and be more inclusive of tribal court judges. In the memo provided in the materials, the workgroup recommends that the DMCJA increase the use of the Tribal State Court Consortium (TSCC) listserv to better communicate with tribal judges, actively encourage members to participate in consortium events, and push for DMCJA members to attend TSCC regional meetings. The workgroup also recommends that DMCJA staff forward DMCJA events to the TSCC listserv, and that tribal judges are invited to participate in DMCJA Board meetings (perhaps through a liaison position to the DMCJA Board) or joint events at Spring Program. Judge Smith thanked the workgroup for their work and the recommendations provided.

F. Courts Helping Courts/Judicial Leadership Development Workgroup Update – Judge Rebecca Robertson

Judge Robertson noted that the workgroup has not met recently so she hopes to have more of an update at the next meeting, however at the first workgroup meeting they discussed potential rule changes for what is required of judicial officers, including more education and mentorship for new judges.

INFORMATION ITEMS

OTHER BUSINESS

A. Attendee Information Sharing

B. The next DMCJA Board meeting is scheduled for Friday, October 13, 2023 12:30 p.m. to 3:30 p.m. via Zoom

The meeting was adjourned at 3:26pm.

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SUMMARY OF REPORTS

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

For the Period Ending September 30th, 2023

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)
- Special Fund Bank Statement
- Current Budget Balance
-

Please contact me if you have any questions regarding the attached.

PLEASE BE SURE TO KEEP FOR YOUR RECORDS

Washington State District And Municipal Court Judges Assoc.
Statement of Financial Position
As of September 30, 2023

	Sep 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Bank of America - Checking	21,187
Bank of America - Savings	224,986
Washington Federal (Spec Fund)	40,820
Total Checking/Savings	286,993
Total Current Assets	286,993
Fixed Assets	
Accumulated Depreciation	(703)
Computer Equipment	579
Total Fixed Assets	(124)
Other Assets	
Prepaid Expenses	(10,000)
Total Other Assets	(10,000)
TOTAL ASSETS	276,869
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
Credit Cards	
Bank of America C. C.	(2,130)
Total Credit Cards	(2,130)
Total Credit Cards	(2,130)
Total Current Liabilities	(2,130)
Total Liabilities	(2,130)
Equity	
Unrestricted Earnings	18,910
Unrestricted Net Assets	305,296
Net Income	(45,206)
Total Equity	278,999
TOTAL LIABILITIES & EQUITY	276,869

Washington State District And Municipal Court Judges Assoc.
Statement of Activities
For the Five Months Ending November 30th, 2020

	<u>Jul 23</u>	<u>Aug 23</u>	<u>Sep 23</u>	<u>TOTAL</u>
Ordinary Income/Expense				
Income				
2023 Special Fund	100.00	75.00	0.00	175.00
Interest Income	37.63	36.63	35.22	109.48
Total Income	<u>137.63</u>	<u>111.63</u>	<u>35.22</u>	<u>284.48</u>
Gross Profit	137.63	111.63	35.22	284.48
Expense				
Contract Grant Writer	2,755.00	6,923.75	4,060.00	13,738.75
President's - Special Fund	0.00	0.00	99.62	99.62
Prior Year Budget Expense	3,012.28	316.00	0.00	3,328.28
Bookkeeping Expense	318.00	318.00	318.00	954.00
Judicial College Social Support	2,000.00	0.00	0.00	2,000.00
Lobbyist Contract	12,000.00	6,000.00	6,000.00	24,000.00
Lobbyist Expenses	374.22	0.00	0.00	374.22
Pro Tempore (Chair Approval)	443.78	116.29	276.00	836.07
Treasurer Expense and Bonds	0.00	0.00	160.00	160.00
Total Expense	<u>20,903.28</u>	<u>13,674.04</u>	<u>10,913.62</u>	<u>45,490.94</u>
Net Ordinary Income	<u>(20,765.65)</u>	<u>(13,562.41)</u>	<u>(10,878.40)</u>	<u>(45,206.46)</u>
Net Income	<u>(20,765.65)</u>	<u>(13,562.41)</u>	<u>(10,878.40)</u>	<u>(45,206.46)</u>

Washington State District And Municipal Court Judges Assoc.

Reconciliation Detail

Bank of America - Checking, Period Ending 09/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						19,231.21
Cleared Transactions						
Checks and Payments - 4 items						
Check	09/05/2023		Collaborative Partne...	X	-1,450.00	-1,450.00
Check	09/15/2023		Bogard & Johnson, ...	X	-6,000.00	-7,450.00
Check	09/15/2023		Pierce County Book...	X	-318.00	-7,768.00
Check	09/20/2023		Thurston County Dis...	X	-276.00	-8,044.00
Total Checks and Payments					-8,044.00	-8,044.00
Deposits and Credits - 1 item						
Deposit	09/05/2023			X	10,000.00	10,000.00
Total Deposits and Credits					10,000.00	10,000.00
Total Cleared Transactions					1,956.00	1,956.00
Cleared Balance					1,956.00	21,187.21
Register Balance as of 09/30/2023					1,956.00	21,187.21
New Transactions						
Checks and Payments - 1 item						
Check	10/03/2023		Susanna Neil Kanth...		-2,400.00	-2,400.00
Total Checks and Payments					-2,400.00	-2,400.00
Total New Transactions					-2,400.00	-2,400.00
Ending Balance					-444.00	18,787.21

Washington State District And Municipal Court Judges Assoc.

Reconciliation Detail

Bank of America - Savings, Period Ending 09/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						224,984.19
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	09/30/2023			X	1.85	1.85
Total Deposits and Credits					1.85	1.85
Total Cleared Transactions					1.85	1.85
Cleared Balance					1.85	224,986.04
Register Balance as of 09/30/2023					1.85	224,986.04
Ending Balance					1.85	224,986.04

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
July through September 2023

Type	Date	Name	Memo	Amount	Balance
Bank of America - Checking					
Check	07/05/2023	Collaborative Partners Initiative, LLC		(2,972.50)	(2,972.50)
Check	07/06/2023	Judicial Conf. Registrar		(2,000.00)	(4,972.50)
Check	07/16/2023	Collaborative Partners Initiative, LLC		(2,755.00)	(7,727.50)
Transfer	07/16/2023		Funds Transfer	10,000.00	2,272.50
Check	07/25/2023	Bogard & Johnson, LLC		(414.00)	1,858.50
Check	07/26/2023	City of Puyallup		(195.00)	1,663.50
Check	07/26/2023	Grays Harbor District Court		(248.78)	1,414.72
Deposit	07/31/2023		Deposit	1,268.00	2,682.72
General...	07/31/2023		Check not cashed	554.57	3,237.29
Check	07/31/2023	Bogard & Johnson, LLC	June	(6,000.00)	(2,762.71)
Check	07/31/2023	Bogard & Johnson, LLC	July	(6,000.00)	(8,762.71)
Check	07/31/2023	Pierce County Bookkeeping		(318.00)	(9,080.71)
Deposit	08/02/2023		Contribution for Sprin...	2,500.00	(6,580.71)
Check	08/03/2023	Collaborative Partners Initiative, LLC		(2,102.50)	(8,683.21)
Transfer	08/04/2023		Funds Transfer	20,000.00	11,316.79
Check	08/10/2023	Snohomish County District Court		(420.00)	10,896.79
Check	08/10/2023	Tam Bui		(134.57)	10,762.22
Check	08/11/2023	Superior Court Judges Association		(4,316.00)	6,446.22
Check	08/11/2023	Pierce County Bookkeeping		(318.00)	6,128.22
Check	08/11/2023	Susanna Neil Kanther-Raz		(1,000.00)	5,128.22
Check	08/15/2023	Bogard & Johnson, LLC	August	(6,000.00)	(871.78)
Transfer	08/16/2023		Funds Transfer	5,000.00	4,128.22
Check	08/16/2023	Collaborative Partners Initiative, LLC		(4,821.25)	(693.03)
Check	08/23/2023	Grays Harbor District Court		(116.29)	(809.32)
Deposit	08/28/2023		Deposit	2,500.00	1,690.68
Transfer	08/28/2023		Funds Transfer	10,000.00	11,690.68
Deposit	09/05/2023		Deposit	10,000.00	21,690.68
Check	09/05/2023	Collaborative Partners Initiative, LLC		(1,450.00)	20,240.68
Check	09/15/2023	Bogard & Johnson, LLC	August	(6,000.00)	14,240.68
Check	09/15/2023	Pierce County Bookkeeping		(318.00)	13,922.68
Check	09/20/2023	Thurston County District Court		(276.00)	13,646.68
Total Bank of America - Checking				13,646.68	13,646.68
Bank of America - Savings					
Transfer	07/16/2023		Funds Transfer	(10,000.00)	(10,000.00)
Deposit	07/31/2023		Interest	2.29	(9,997.71)
Transfer	08/04/2023		Funds Transfer	(20,000.00)	(29,997.71)
Transfer	08/16/2023		Funds Transfer	(5,000.00)	(34,997.71)
Transfer	08/16/2023		Funds Transfer	(5,000.00)	(39,997.71)
Transfer	08/28/2023		Funds Transfer	(10,000.00)	(49,997.71)
Deposit	08/31/2023		Interest	2.04	(49,995.67)
Deposit	09/30/2023		Interest	1.85	(49,993.82)
Total Bank of America - Savings				(49,993.82)	(49,993.82)
Washington Federal (Spec Fund)					
Deposit	07/31/2023		Deposit	100.00	100.00
Deposit	07/31/2023		Special President ex...	(1,228.00)	(1,128.00)
Deposit	07/31/2023		2023 refunded specia...	(40.00)	(1,168.00)
Deposit	07/31/2023		Interest	35.34	(1,132.66)
Deposit	08/28/2023		Deposit	75.00	(1,057.66)
Deposit	08/31/2023		Interest	34.59	(1,023.07)
Deposit	09/30/2023		Interest	33.37	(989.70)
Total Washington Federal (Spec Fund)				(989.70)	(989.70)
Prepaid Expenses					
Deposit	09/05/2023	Superior Court Judges Association	For the 2023-2024 bu...	(10,000.00)	(10,000.00)
Total Prepaid Expenses				(10,000.00)	(10,000.00)

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
July through September 2023

Type	Date	Name	Memo	Amount	Balance
Credit Cards					
Bank of America C. C.					
Transfer	08/16/2023		Funds Transfer	5,000.00	5,000.00
Credit ...	09/04/2023	Washington State Secretary of State		(20.00)	4,980.00
Credit ...	09/20/2023	Collaborative Partners Initiative, LLC		(1,305.00)	3,675.00
Credit ...	09/21/2023	Liberty Mutual Insurance		(140.00)	3,535.00
Credit ...	09/26/2023	All About Flowers		(99.62)	3,435.38
Credit ...	09/30/2023	Collaborative Partners Initiative, LLC		(1,305.00)	2,130.38
Total Bank of America C. C.				2,130.38	2,130.38
Total Credit Cards				2,130.38	2,130.38
Due to Snohomish County Distric					
General...	07/31/2023		Check not cashed	(420.00)	(420.00)
Check	08/10/2023	Snohomish County District Court	Reissue	420.00	0.00
Total Due to Snohomish County Distric				0.00	0.00
Due to Tam T. Bui					
General...	07/31/2023		Check not cashed	(134.57)	(134.57)
Check	08/10/2023	Tam Bui	Reissue	134.57	0.00
Total Due to Tam T. Bui				0.00	0.00
2023 Special Fund					
Deposit	07/31/2023	Todd George	Deposit	(25.00)	(25.00)
Deposit	07/31/2023	William Penoyar	Deposit	(25.00)	(50.00)
Deposit	07/31/2023	Anthony Castelda	Deposit	(25.00)	(75.00)
Deposit	07/31/2023	William J. Stewart	Deposit	(25.00)	(100.00)
Deposit	08/28/2023	Lorraine Rimson	Deposit	(25.00)	(125.00)
Deposit	08/28/2023	John Curry	Deposit	(25.00)	(150.00)
Deposit	08/28/2023	Michael Bobbink	Deposit	(25.00)	(175.00)
Total 2023 Special Fund				(175.00)	(175.00)
Interest Income					
Deposit	07/31/2023		Interest	(35.34)	(35.34)
Deposit	07/31/2023		Interest	(2.29)	(37.63)
Deposit	08/31/2023		Interest	(2.04)	(39.67)
Deposit	08/31/2023		Interest	(34.59)	(74.26)
Deposit	09/30/2023		Interest	(1.85)	(76.11)
Deposit	09/30/2023		Interest	(33.37)	(109.48)
Total Interest Income				(109.48)	(109.48)
Contract Grant Writer					
Check	07/16/2023	Collaborative Partners Initiative, LLC	Invoice 1294	2,755.00	2,755.00
Check	08/03/2023	Collaborative Partners Initiative, LLC	Invoice 1301	2,102.50	4,857.50
Check	08/16/2023	Collaborative Partners Initiative, LLC	Invoice 1310	4,821.25	9,678.75
Check	09/05/2023	Collaborative Partners Initiative, LLC	Invoice 1318	1,450.00	11,128.75
Credit ...	09/20/2023	Collaborative Partners Initiative, LLC	Invoice 1330	1,305.00	12,433.75
Credit ...	09/30/2023	Collaborative Partners Initiative, LLC	Invoice 1340	1,305.00	13,738.75
Total Contract Grant Writer				13,738.75	13,738.75
President's - Special Fund					
Credit ...	09/26/2023	All About Flowers	Sympathy Flowers	99.62	99.62
Total President's - Special Fund				99.62	99.62
Prior Year Budget Expense					
Check	07/05/2023	Collaborative Partners Initiative, LLC	Invoice 1287	2,972.50	2,972.50
Check	07/25/2023	Bogard & Johnson, LLC	Travel expense for Ju...	39.78	3,012.28
Deposit	08/02/2023	Superior Court Judges Association	Contribution for Sprin...	(2,500.00)	512.28
Check	08/11/2023	Superior Court Judges Association	FY2022-2023 JASP r...	4,316.00	4,828.28
Check	08/11/2023	Susanna Neil Kanther-Raz	JASP line item	1,000.00	5,828.28
Deposit	08/28/2023	Wa. State Minority & Justice Com...	2023 Board expense ...	(2,500.00)	3,328.28
Total Prior Year Budget Expense				3,328.28	3,328.28

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
July through September 2023

<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
Bookkeeping Expense					
Check	07/31/2023	Pierce County Bookkeeping	June	318.00	318.00
Check	08/11/2023	Pierce County Bookkeeping	July	318.00	636.00
Check	09/15/2023	Pierce County Bookkeeping		318.00	954.00
Total Bookkeeping Expense				954.00	954.00
Judicial College Social Support					
Check	07/06/2023	Judicial Conf. Registrar		2,000.00	2,000.00
Total Judicial College Social Support				2,000.00	2,000.00
Lobbyist Contract					
Check	07/31/2023	Bogard & Johnson, LLC	June	6,000.00	6,000.00
Check	07/31/2023	Bogard & Johnson, LLC	July	6,000.00	12,000.00
Check	08/15/2023	Bogard & Johnson, LLC	August	6,000.00	18,000.00
Check	09/15/2023	Bogard & Johnson, LLC	September	6,000.00	24,000.00
Total Lobbyist Contract				24,000.00	24,000.00
Lobbyist Expenses					
Check	07/25/2023	Bogard & Johnson, LLC	Travel expense	374.22	374.22
Total Lobbyist Expenses				374.22	374.22
Pro Tempore (Chair Approval)					
Check	07/26/2023	City of Puyallup	Judge Jennifer Cruz	195.00	195.00
Check	07/26/2023	Grays Harbor District Court	7/10/23 Judge Valent...	248.78	443.78
Check	08/23/2023	Grays Harbor District Court	8-11-23 Judge Valent...	116.29	560.07
Check	09/20/2023	Thurston County District Court	9-8-23 Legislative Co...	276.00	836.07
Total Pro Tempore (Chair Approval)				836.07	836.07
Treasurer Expense and Bonds					
Credit ...	09/04/2023	Washington State Secretary of State	Corp renewal	20.00	20.00
Credit ...	09/21/2023	Liberty Mutual Insurance		140.00	160.00
Total Treasurer Expense and Bonds				160.00	160.00
TOTAL				0.00	0.00

Other current information not included in reports



Statement of Account

PAGE 1 OF 1

Statement End Date September 30, 2023

Statement Begin Date September 1, 2023

Account Number

To report a lost or stolen card,
call 800-324-9375.

For 24-hour telephone banking,
call 877-431-1876.

WA STATE DIST & MUNICIPAL COURT JUDGES' 11662 *
JUDGE MICHELLE K GEHLEN
10116 NE 183RD ST
BOTHELL, WA 98011-3416

For questions or assistance with your account(s),
please call 800-324-9375, stop by your local branch,
or send a written request to our Client Care Center
at 9929 Evergreen Way, Everett WA 98204.

Business Premium Money Market Summary - #

Annual Percentage Yield Earned for this Statement Period	1.000%
Interest Rate Effective 09/01/2023	0.995%
Interest Earned/Accrued this Cycle	\$33.37
Number of Days in this Cycle	30
Date Interest Posted	09-30-2023
Year-to-Date Interest Paid	\$297.20

Beginning Balance	\$40,786.82
Interest Earned This Period	+33.37
Deposits and Credits	+0.00
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-0.00
Other Transactions	-0.00
Ending Balance	\$40,820.19

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

START SAVING BIG!

Member FDIC

Scan to calculate your savings potential on our 13 month CD special with a 5.00% Annual Percentage Yield. (Subject to change)

WaFd Bank

Interest Earned This Period

Date	Description	Amount
09-30	Credit Interest	33.37
Total Interest Earned This Period		33.37

Visa may provide updated debit card information, including your expiration date and card number, with merchants that have an agreement for reoccurring payments. You may opt out of this service by calling 1-800-324-9375.

DMCJA 2023-2024 Adopted Budget

Item/Committee	Allocated	Spent	Balance
Access to Justice Liaison	\$ 100.00		100.00
Audit (every 3 years)	\$ 8,000.00		8,000.00
Bar Association Liaison (WSBA)	\$ 100.00		100.00
Board Meeting Expense	\$ 20,000.00		20,000.00
Bookkeeping Expense	\$ 4,000.00	954.00	3,046.00
Bylaws Committee	\$ 100.00		100.00
Conference Calls/Zoom	\$ 100.00		100.00
Conference Planning Committee	\$ 4,000.00		4,000.00
Conference (Spring) <u>Incidental Fees For Members for 2024</u>	\$ 50,000.00		50,000.00
Contract Grant Writer*	\$ 50,000.00	13,739.00	36,261.00
Contract Policy Analyst	\$ -		0.00
Council on Independent Courts (CIC)	\$ 500.00		500.00
Diversity Committee	\$ 500.00		500.00
DMCJA/SCJA Sentencing Alternatives aka "Trial Court Sentencing and Supervision Committee" DORMANT	\$ -		0.00
DMCMA Liaison	\$ 100.00		100.00
DMCMA Mandatory Education	\$ -		0.00
DOL Liaison Committee	\$ 100.00		100.00
Education Committee	\$ 4,000.00		4,000.00
Education - Security	\$ 2,500.00		2,500.00
Educational Grants	\$ 2,500.00		2,500.00
Judicial Assistance Service Program (JASP) Committee (to include \$10,000 from SCJA)	\$ 18,000.00		18,000.00
Insurance (every 3 years)	\$ 4,000.00		4,000.00
Judicial College Social Support	\$ 2,000.00	2,000.00	0.00
Judicial Community Outreach	\$ 2,000.00		2,000.00
Legislative Committee	\$ 5,000.00		5,000.00
Legislative Pro-Tem	\$ 1,500.00		1,500.00
Lobbyist Contract	\$ 72,000.00	24,000.00	48,000.00
Lobbyist Expenses	\$ 1,500.00	374.00	1,126.00
Long-Range Planning Committee	\$ 100.00		100.00
MPA Liaison	\$ 100.00		100.00
Municipal/District Court Swearing In - Every 4 yrs (12/2024)	\$ -		0.00
(Mary Fairhurst) National Leadership Grants	\$ 2,500.00		2,500.00
Nominating Committee	\$ 100.00		100.00
President Expense	\$ 1,500.00		1,500.00
Pro Tempore (committee chair approval)	\$ 2,500.00	836.00	1,664.00
Professional Services	\$ 1,500.00		1,500.00
Public Outreach (ad hoc workgroup)	\$ 3,000.00		3,000.00
Rules Committee	\$ 100.00		100.00
SCJA Board Liaison	\$ 100.00		100.00
Therapeutic Courts	\$ 1,000.00		1,000.00
Treasurer Expense and Bonds	\$ 200.00	160.00	40.00
Trial Court Advocacy Board (TCAB) - dormant	\$ -		
Uniform Infraction Citation Committee (UICC)	\$ 200.00		200.00
Totals	\$ 265,500.00	\$ 42,063.00	\$ 223,437.00
President's Expense - Special Fund	\$ 1,000.00	\$100.00	\$ 900.00



WASHINGTON COURTS

October 3, 2023

District & Municipal Court Judges' Association Meeting

Submitted by Dexter Mejia, Court Services Division Associate Director

Administrative Office of the Courts

JIS Report

CLJ-CMS Project (ITG #102)

At the writing of this report, we have 20 days before CLJ-CMS Pilot Courts Go-Live!

Our pilot courts are into their second week of end-user training and things are going well. The project's business and customer service teams have been on site at each court during training to help staff resolve any technical issues experienced while navigating the systems. Training has also begun for Judicial Officers, Pro tems, and judicial assistants at Pierce District Court. This training will be delivered for Tacoma Municipal and Fircrest-Ruston Judicial Officers the week of October 9. Training for Enterprise Supervision will be delivered the week of October 16.

Stakeholder outreach has been conducted for electronic filing. There are three remaining sessions for live webinars for filers to attend – two will be conducted on Monday, October 9 (one during the evening which will allow for in-person attendance at Pierce District Court) and the last will be delivered on Friday, October 20.

Pilot Court Go-Live key dates and activities:

- End-user training - September 25 through October 20, 2023. Training will be done remotely through Zoom and is recorded. Links to the trainings can be found on the [project's website](#) on Inside Courts.
- Configuration code freeze - Oct 18, 2023. All configuration to be included in final go-live conversion must be completed on this date.
- Last day in JIS – October 18, 2023. At 5 p.m., pilot court users will transition to have view access only to JIS.
- Financial cut-off - October 18, 2023. Financial reconciliation, remittances, bank statements due to be completed.
- Final data conversion - October 19-20, 2023. Last data extract and conversion before go-live.
- Go-live weekend - October 21-22, 2023. Data entry into the new system of cases that were manually processed from October 19-20, 2023.
- GO-LIVE - October 23, 2023. Pilot Courts using Enterprise Justice, eFile & Serve, and Enterprise Supervision.
- Post go-live support - October 23-November 9, 2023. AOC and Tyler staff will provide continued on-site support at the pilot courts.

Enterprise Integration Platform Project (ITG #1345)

AOC published the solicitation to the Washington Electronic Business Solution (WEBS) system on Friday, September 22. The current procurement and evaluation schedule are as follows:

- Publish Solicitation: September 22, 2023
- Question & Answer Period: September 25 - October 6, 2023
- Vendor Proposals Due: October 20, 2023

- Notification of Top ranked Vendors for interviews: November 6, 2023
- Vendor Interviews: November 13 thru Nov 17, 2023
- Notification of Apparently Successful Vendor: December 2023
- Contract Execution: January 2024

DMCJA

MONTHLY COMMITTEE REPORT TO THE BOARD

****IF A CHAIR, OR A COMMITTEE MEMBER DESIGNEE, IS NOT AVAILABLE TO ATTEND THE MEETING VIA ZOOM/IN-PERSON, A WRITTEN REPORT SHOULD BE SUBMITTED FOR THE BOARD PACKET****

Legislative	Judges Ringus & Rivera
COMMITTEE	CHAIR(S)

PRINCIPAL ACTIVITIES OVER THE PAST MONTH

The Legislative Committee met on October 13th, 2023, to discuss the items moving forward in the legislative agenda for 2024 as well as the potential legislative agenda for the BJA that may affect the DMCJA.

Judge Ringus, Judge Rivera, and Melissa Johnson (lobbyist) met with Representative Ramos (Sept 25th), Representative Walen (Sept 25th), Senator Pedersen (Sept 26th), Senator Valdez (Sept 27th), Senator Torres (Oct 3rd), and Senator Salomon (Oct 9th). In addition, Judge Rivera and Melissa Johnson met with Representative Entenman (Sept 25th). These are Zoom meetings that focus on potential DMCJA request legislation, gratitude for therapeutic court funding as a recurring budget item, and items of interest for the legislator.

Judge Rivera and DMCJA lobbyist, Melissa Johnson, continue to have conversations with various stakeholders to set our strategy going forward.

On September 27th, we cooperated with the Public Outreach Committee as several members of this committee hosted “You’ve Been Served” lunches with legislators to discuss certain topics of interest. Judge Rivera spoke to the various groups via Zoom regarding our legislative proposal for 2024. Judge Gerl also spoke to the groups regarding therapeutic court funding and how it has enhanced the work she is doing in Airway Heights Municipal Court.

Judge Ringus worked with BJA staff on language for the BJA’s proposed legislation regarding notice to AOC.

WORKS IN PROGRESS AND PLANNED FUTURE ACTIVITIES

Judge Rivera, Judge Ringus, Melissa Johnson, and AOC staff will continue to seek out the opinions of potential stakeholders and report to the Board at the October meeting. Stephanie Oyler is formulating with our lobbyist, Melissa Johnson, the next Legislative Day agenda and our approach to potential work sessions proposed for the next few months.

MEMORANDUM

TO: DMCJA Board of Governors
FROM: Judge Kevin Ringus and Judge Whitney Rivera, DMCJA Legislative Committee Co-Chairs
DATE: October 9th, 2023
RE: Recommendations to the Board: Legislative Proposals for 2024 Session

On April 7, 2023, the DMCJA Legislative Committee (“Committee”) sent its *Call for Ideas and Potential Legislation for the 2024 Legislative Session* out to the DMCJA Listserve. We received 3 proposals prior to the deadline. The Committee has met monthly, beginning in May, to discuss these proposals and other items in preparation for the 2024 legislative session. The co-chairs have also met with Brittany Gregory to discuss the BJA legislative agenda.

The 2024 legislative session will be a short, 60-day, session and many legislators will be eager to end the session on time and begin campaigning. With this in mind, the Committee initially responded to two of the proposals requesting additional information and encouraged submitting the proposals for the 2025 agenda.

The Committee met on August 10th, September 8th, and October 13th, 2023, to discuss proposed DMCJA legislation and decided by general consensus to request the DMCJA Board of Governors (“Board”), by consensus, allow the Committee to take the actions stated below.

Recommended 2023-2024 DMCJA Legislative Action:

- 1) Move the proposal of Judge Finkle to amend certain terms relating to mental health throughout RCW 10.77 (See attached). We have sought and continue to seek the input of stakeholders, especially SCJA and NAMI, as to the impact of these amendments. The Committee is requesting the Board’s approval to proceed with this request in the 2024 legislative session, work with legislative staff to draft a bill outlining this request, and seek passage in the legislature.
- 2) The Committee will also field issues as they arise and respond.

Chapter 10.77 RCW
CRIMINALLY INSANE—PROCEDURES

RCW 10.77.010 Definitions.

...

(19) "Incompetency" "Inability to proceed" means a person lacks the capacity to understand the nature of the proceedings against him or her or to assist in his or her own defense as a result of a mental disease or defect disorder.

NOTES

There are several places within RCW 10.77 that use the words incompetency and incompetent. These would be replaced with "inability to proceed" and "unable to proceed".

RCW 10.77.050 is titled Mental Incapacity as a bar to proceedings.

RCW 71.05.020 (39) "Mental disorder" means any organic, mental, or emotional impairment which has substantial adverse effects on a person's cognitive or volitional functions;

DMCJA Reserves Committee
Additional Budget Recommendations to the Board
October 13, 2023

The DMCJA Reserves Committee met on August 16 and September 28, 2023, to discuss DMCJA's budget and spending history, account reserves, potential changes to accounting processes, and proposed line item adjustments. The following are the recommendations from the Reserves Committee to the DMCJA Board of Governors based on those discussions:

Recommendations to the Board

- Change the name and charges of the Reserves Committee to more accurately reflect the work of the committee (e.g. Budget Committee, Budget and Reserves Committee, Finance Committee etc.);
- Update the DMCJA Dues Policy (Jan 2014) including adding new specific dues levels based on judicial officer's full time/part time status – See attached draft policy;
- Update the DMCJA dues process to utilize an invoice to each court that provides a total amount due for all judicial officers, and provides an opportunity for the court or judicial officer to appeal their designation for full/part time level – See attached draft invoice sample;
- Direct the DMCJA bookkeeper to transition from cash basis to accrual accounting procedures;
- Change banks from Bank of America to a more customer-friendly bank or credit union (such as Umpqua or Washington Federal CU). Prioritize this transition so that the new account is established and ready to use prior to dues notices being sent to members in December, 2023;
- Establish sub-accounts within the new bank for a Reserves account and a Dues-Holding account in addition to a main checking account and Special Fund account;
- Continue to be consistent in decision-making and messaging to members about the lack of "excess" funds currently available;
- Review the 2023-2024 budget again in January, 2024 to determine if there are underspent line items where funds can be shifted to overspent areas.

Respectfully Submitted,

Judge Karl Williams, Chair
DMCJA Reserves Committee

DISTRICT AND MUNICIPAL COURT JUDGES ASSOCIATION – DUES

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

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

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

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

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

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

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

ADOPTED January 10, 2014.

DISTRICT AND MUNICIPAL COURT JUDGES ASSOCIATION

DUES POLICY

1. All District and Municipal Court Judges shall be members of the District and Municipal Court Judges Association. (See RCW 3.70.010). Payment of regular dues and assessments, if any, are required to be an active member in good standing. Article III, Sec. 1(a) of Bylaws.

2. Annual dues amounts:

Employment Status	Judge	Commissioner
Full time (1.0 to .875)	\$1,200	\$960
Part time (.874 to .436)	\$600	\$480
Less than part time (.435 to 0.0)	\$300	\$240
Retired	\$25	\$25

3. Dues allocations are based upon Trial Court Staffing as reported by the Courts and published annually by the Administrative Office of the Courts.

4. Dues invoices are issued annually and payment is due by February 15. Article IV, Section 2 of Bylaws.

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

6. Dues paid by the judicial officer are associated with the judicial officer. Article IV, Section 4, of Bylaws. If the judicial officer is replaced mid-term, the successor judicial officer shall pay pro-rata dues for the balance of the year. The departing judicial officer shall receive a pro-rata refund of dues upon the Association's receipt of the new judicial officer's payment of dues.

7. Dues paid by the jurisdiction are associated with the position. Article IV, Section 4, of Bylaws. If a judicial officer is replaced mid-term, the dues shall be applied to the successor judicial officer.

ADOPTED _____, 2023.

Judge Jeffrey R. Smith
DMCJA President



**WASHINGTON
COURTS**

District and Municipal Court Judges' Association

President
JUDGE JEFFREY R. SMITH
Spokane County District Court
1100 W Mallon Ave
Spokane, WA 99210-2352
(509) 477-2959

President-Elect
JUDGE KARL WILLIAMS
Pierce County District Court
930 Tacoma Ave S Rm 239
Tacoma, WA 98402-2115
(253) 798-3312

Vice-President
JUDGE ANITA CRAWFORD-WILLIS
Seattle Municipal Court
600 5th Ave
Seattle, WA 98104
(206) 684-8709

Secretary-Treasurer
JUDGE JEFFREY D. GOODWIN
Snohomish County District Court
20520 68th Ave W
Lynnwood, WA 98036-7406
425-744-6800

Past-President
JUDGE RICK LEO
Snohomish County District Court
14414 179th Ave SE
Monroe, WA 98272-0625
360-805-6776

Board of Governors
COMMISSIONER PATRICK EASON
Skagit County District Court
(360) 416-1250

JUDGE MICHAEL R. FRANS
Kent Municipal Court
(253) 856-5730

JUDGE MICHELLE K. GEHLEN
King County District Court
(206) 688-0418

JUDGE ANGELLE GERL
Airway Heights Municipal Court
(509) 244-2773

JUDGE JESSICA GINER
Renton Municipal Court
425-430-6550

JUDGE CAROLYN M. JEWETT
San Juan County District Court
360-378-4017

JUDGE CATHERINE MCDOWALL
Seattle Municipal Court
(206) 684-5600

JUDGE LLOYD D. OAKS
Pierce County District Court
(253) 798-7487

JUDGE WHITNEY RIVERA
Edmonds Municipal Court
425-771-0210

TO: District and Municipal Court Judges, Commissioners, and Magistrates
DMCJA Associate Members

FROM: Judge Jeffrey Smith, President
Judge Jeffrey D. Goodwin, Secretary-Treasurer

RE: 2024 DMCJA DUES

Pursuant to RCW 3.70.010, membership of the District and Municipal Court Judges' Association (DMCJA) shall include all duly elected or appointed and qualified judges of courts of limited jurisdiction. Payment of dues is a prerequisite to participation in DMCJA governance and receipt of benefits associated with membership in good standing. Pursuant to the DMCJA Bylaws, the Board has set the annual membership dues of the association for the 2024 calendar year as follows:

Judge

Full-Time Judge	\$1200
Part-Time Judge	\$ 600
Less-Than Part-Time Judge	\$ 300

Commissioner/Magistrate (80 percent of the judge rate)

Full-Time Commissioner/Magistrate	\$ 960
Part-Time Commissioner/Magistrate	\$ 480
Less-Than Part-Time Commissioner/Magistrate	\$ 240

Associate Member

Retired or former members only	\$ 25
--------------------------------	-------

The attached invoice includes the total dues amount owed for the judicial officers within your court. Status for each judicial officer is determined by the most recent Courts of Limited Jurisdiction Trial Court Staffing Report, submitted by the courts annually. If you feel that we have miscalculated the dues of one or more of your judicial officers, please send a detailed request for recalculation to Tracy Dugas at tracy.dugas@courts.wa.gov.

District and Municipal Court Judges’ Association

INVOICE

MAIL PAYMENTS TO:

Judge Jeffrey D. Goodwin, DMCJA Treasurer
Snohomish County District Court
20520 68th Ave W
Lynnwood, WA 98036

INVOICE # 000001
DATE 12/10/2023

TO:
Skagit County District Court
PO Box 340
Mount Vernon, WA 98273-0340

FOR: DMCJA 2024 Annual Dues

Please include a copy of this invoice with your payment

Description	Amount
Judge Warren M. Gilbert	\$1200
Judge Dianne E. Goddard	\$1200
Judge Jenifer G. Howson	\$1200
Commissioner Patrick A. Eason	\$960
Commissioner Paul W. Nielsen	\$960
Total	\$5,520.00

Make all checks payable to **District and Municipal Court Judges’ Association**
Payment is due by **February 15, 2024**

If you have any questions concerning this invoice, contact Tracy Dugas | tracy.dugas@courts.wa.gov

To: DMCJA Board
From: Judge Jeffrey D. Goodwin, DMCJA Secretary / Treasurer
Re: Changes to Reserved Committee
Date: 2 October 2023

Greetings DMCJA Board:

I am writing to you recommending a change to the name and scope of duties for the Reserves Committee to reflect current practices and established accounting best practices. Preliminarily, I am recommending a change in the name of the committee from ‘Reserves’ to ‘Budget.’ Assessing the current state of financial reserves is a small portion of the budgeting responsibilities now charged upon the committee. The committee drafts a preliminary budget for approval by the board, monitors expenditures and revenue, makes recommendations for budget amendments, and manages any reserves. Remaining the committee to ‘Budget’ is a more accurate encapsulation of the committee’s responsibilities.

The Budget Committee should be comprised of the DMCJA President, President Elect, Vice President, Secretary / Treasurer, and Immediate Past President. Additional members should include our AOC Liaisons and any other DMCJA members in good standing that the committee determines. Because the primary role of the committee is budgeting, the committee should be chaired by the President Elect who will be operating under the budget we’re recommending. The committee roster is also designed to facilitate institutional memory as we move from one budget year to another.

Finally, the committee charges need to be updated. Here is my recommendation:

1. Manage the finances of the DMCJA in a fiduciarly responsible manner.
2. Conduct an annual review of Dues Policy and Special Fund Policy. Make recommendations to the Board as appropriate.
3. Evaluate dues revenue and other income to be used for the following fiscal year expenditures.
4. Communicate with Committee Chairs regarding annual budget requests.
4. Prepare annual budget recommendations for the following fiscal year to be presented to the Board for approval at the annual spring retreat. The committee shall present a balanced budget that does not exceed projected revenue for the fiscal year. Any decision to expend reserves shall be approved by the Board.
5. Prepare recommendation for any revenue to be moved into reserves account at the end of the fiscal year.
6. Meet as needed for recommendations to the Board.

The below message is being sent on behalf of Judge Johanna Bender and the Judicial Institute to all District, Municipal, Superior and Appellate Court Judges

Greetings, fellow judicial officers. The Judicial Institute is accepting applications from attorneys who wish to participate in the 2024 Judicial Fellows Clinic. This program is designed for attorneys who are interested in exploring pathways to the bench. The Judicial Institute is a non-profit organization dedicated to increasing the diversity of Washington's judiciary.

As judicial officers, you play a critical role in identifying and encouraging applicants for the bench. We ask that you distribute this information to your mentees.

Fellows will participate in a two-day interactive course, taught by instructors who are judges, Minority Bar Association judicial evaluation committee members, and appointing authorities. Presenters will address topics including judicial ethics, the judicial appointment process, and preparing for a judicial campaign. In addition, Fellows will be assigned judicial mentors who will provide one-on-one feedback and guidance. At the end of the program, Fellows should have the skills and information to begin seeking a position on the bench. Fellows will also receive general and ethics CLE credits.

The next Judicial Fellows Clinic is scheduled for March 15 and March 16, 2024 at Seattle University Law School. The Judicial Institute may choose to postpone the clinic or conduct the clinic virtually due to COVID-19.

APPLICATION PROCESS– DEADLINE Friday November 3, 2023

Interested applicants with at least eight years or more of experience should submit a letter of interest, resume, and an application to info@judicialinstitute.org. The application materials are available at www.judicialinstitutewa.org

QUESTIONS?

Contact the Application and Selection Committee at info@judicialinstitute.org

Johanna Bender

Chief MRJC Judge, King County Superior Court

401 4th Ave. North, Room 2D

Kent, WA 98032

(206) 477-1495

Pronouns: She/Her

On behalf of the DMCJA Education Committee, you are invited to attend the following virtual presentation:

Protection Orders Made Easy

Date: October 19, 2023

Time: 1:00 – 3:00 p.m.

Description:

How many of you say to yourself: “Protection orders are so easy, there isn’t anything that makes me nervous about them,”? If you answered “I do,” then you can take the rest of the day off. If you answered “I never do,” then join Judge Michael Finkle, King County District Court, in gaining that comfort. This presentation will go through the law and hypotheticals to hopefully reduce or eliminate your anxiety.

This seminar is designed for Judges at all levels of comfort and discomfort.

Register in advance for this presentation: [CLICK HERE](#)

After registering, you will receive a confirmation email containing information about joining the presentation. We encourage you to save the registration information to your calendar. You will also receive a confirmation email the morning of the presentation for your convenience.

The program will start promptly at 1:00 p.m.

Please contact laura.blacklock@courts.wa.gov if you have questions regarding the registration process.

Recording: Yes

CJEs: 2.0 CJE Credits Approved

CLEs: 2.0 CLE Credits Pending

August 1, 2023

Hon. Benes Z. Aldana (Ret.)
President

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Greetings from The National Judicial College,

The National Judicial College (NJC) provides cutting edge judicial education for judges, ALJs, and other stakeholders from across the nation. I'd like to share an opportunity with you which is fully-funded through a partnership with the National Highway Safety Administration (NHTSA).

At no cost to you, the NJC will present *Operation Safe Arrival: Impaired Driving Interventions for Veterans, Military Members, and their Families*. This full-day community coordination program is part of a military deliverable under NHTSA.

We are bringing together judges and adjudicating authorities from state courts and the military who preside over impaired driving matters. We'll discuss the available resources to address the conduct and to reduce the risks of recidivism through appropriate treatment. Military and veteran presenters will discuss terminology, jurisdiction, and administrative and criminal sanctions military members face as the result of an impaired driving event, whether that event occurs on a military installation or in the civilian community. We'll also address civilian sentencing and the impact on limited treatment resources when those services may already be imposed in the military system. The outreach will address the impact of probationary sentences on a military member's deployment status.

Participants will exchange ideas and formulate an action plan to coordinate the provision of services to ensure cost-effective delivery of treatment services for military members, veterans and their family members using federal funds to cover costs when and where available. See attached flyer for detailed information.

The course will be held at Courtyard by Marriot, in Seattle, Washington at 31910 Gateway Center Blvd, South, Federal Way. Please visit the following link for registration information: <https://register.judges.org/default.aspx?p=S-NHTSAMIL110323>

We look forward to seeing you at the event. Please contact me if you have any questions.
Best Regards,

Bryan Walker, M.Ed.
bryanwalker@judges.org
Supervisory Judicial Education Manager
The National Judicial College

Making the world a more just place by educating and inspiring its judiciary

Judicial College Building, MS 358 • Reno, NV 89557

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Operation Safe Arrival: Impaired Driving Interventions for Veterans, Military Members, and their Families

We are bringing together judges and adjudicating authorities from state courts and the military who preside over impaired driving matters. We'll discuss the available resources to address the conduct and to reduce the risks of recidivism through appropriate treatment. Military and veteran presenters will discuss terminology, jurisdiction, and administrative and criminal sanctions military members face as the result of an impaired driving event, whether that event occurs on a military installation or in the civilian community.

This course will:

1. Establish a common vocabulary and explanation of acronyms used during cases where a military member (active duty, Guard or Reserve), is involved in an impaired driving event.
2. Inform participants to the reality that Active duty, Guard and Reserve personnel are more likely to have their cases resolved in civilian jurisdictions than military jurisdictions with respect to impaired driving due to the exclusive federal, exclusive state and concurrent jurisdiction arrangements in most CONUS situations.
3. Outline the administrative and treatment consequences of an impaired driving arrest whether in exclusive federal, exclusive state or concurrent jurisdiction.
4. Discuss the administrative consequences relating to deployment, separation, reenlistment, of sanctions such as driver's license suspension, probation, and referral to treatment programs.
5. Explain the available resources for assessment and treatment related to impaired driving events for military members, veterans and the family members of military members through Social Actions, military and Veterans Administration facilities.

November 3, 2023

Seattle, WA

This course is fully funded for eligible parties.

To register:

<https://register.judges.org/default.aspx?p=S-NHTSAMIL110323>

Venue: Courtyard by Marriott
31910 Gateway Center Blvd. S
Federal Way, WA 98003

For more information, contact the Registrar's Office at (775) 784-6747 or email registrar@judges.org.

This course may be eligible for (CLE/CJE) credits under most state boards/bars/commissions. CLE/CJE credit hour estimates are 5 hours total credits.*

The National Judicial College is an Equal Opportunity/Affirmative Action, ADA organization, and admits participants of any age, race, color, religion, gender, gender identity, sexual orientation, and national or ethnic origin.