



DMCJA Board of Governors Meeting
FRIDAY, DECEMBER 1, 2023
12:30 PM – 3:30 PM
VIA ZOOM VIDEO CONFERENCE

MEETING MINUTES

Members Present:

Judge Anita Crawford-Willis
Commissioner Patrick Eason
Judge Michelle Gehlsen
Judge Angelle Gerl
Judge Jeffrey D. Goodwin
Judge Carolyn M. Jewett
Judge Catherine McDowall
Judge Lloyd Oaks
Judge Whitney Rivera
Judge Karl Williams
Judge Mary Logan, BJA Representative

Members Absent:

Judge Jeffrey Smith, Chair
Judge Michael Frans
Judge Jessica Giner
Judge Rick Leo
Judge Tam Bui, BJA Representative
Judge John H. Hart, BJA Representative
Judge Rebecca Robertson, BJA Representative

Guests:

Judge Kristin Ferrera, SCJA
Judge Karama Hawkins Calloway
Judge Rhonda Laumann, Conf Planning Committee Chair
Judge Kevin Ringus, Legislative Committee Co-Chair
Meagan Terlep-Boxley, MPA

AOC Staff:

Stephanie Oyler, Primary DMCJA Staff
Tracy Dugas, DMCJA Staff, via Zoom
Brenden Higashi, PhD., DMCJA Policy Analyst
Natasha Johnson, Senior Legal Analyst
Alex MacBain, Senior Court Program Analyst, Court Services Div

CALL TO ORDER

Judge Karl Williams, District and Municipal Court Judges' Association (DMCJA) President-Elect, noted a quorum was present and called the DMCJA Board of Governors (Board) meeting to order at 12:32 p.m.

PRESENTATION

TED Talk: [Andrea Boyles: The socialization and comfortableness of microaggressions | Andrea Boyles | TEDxLindenwoodU | TED Talk](#)

A discussion ensued regarding the content of the TED Talk.

GENERAL BUSINESS

A. Minutes

The minutes from the October 13, 2023 and November 3, 2023 meeting were previously distributed to the members. Judge Williams 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 October 2023

Treasurer Judge Jeffrey Goodwin presented the treasurer report.

C. Special Fund Report for October 2023

Special Fund Custodian Judge Anita Crawford-Willis presented the special funds report.

LIAISON REPORTS

A. Superior Court Judges' Association (SCJA)

SCJA President-Elect Kristin Ferrera reported that the SCJA Legislative Kickoff will be held today. They have identified some issues they will work on during the legislative session, and will also be discussing the DMCJA competency proposal. SCJA will also be adopting an anti-harassment policy for within the association. Judge Gehlsen suggested that SCJA and DMCJA request their lobbyists to work together to discuss talking points for securing funding for judicial education.

B. District and Municipal Court Management Association (DMCMA)

DMCMA President LaTricia Kinlow was not present.

C. Misdemeanant Probation Association (MPA)

Representative Meagan Terlep-Boxley reported that MPA has recently distributed the most current information for DVMRT, including who is offering this type of service, who to reach out to, and if they are accepting new people into the program.

D. Washington State Association for Justice (WSAJ)

Representative Mark O'Halloran was not present.

E. Washington State Bar Association (WSBA)

Representative Dan Clark was not present.

F. Administrative Office of the Courts (AOC)

State Court Administrator Dawn Marie Rubio was not present.

G. Board for Judicial Administration (BJA)

Representative Judge Logan reported that there is not much new to report for Budget and Funding, but Chris Stanley has been meeting with legislators and the judicial branch budget has been well-received so far.

H. Judicial Information System (JIS)

Alex MacBain, Senior Court Program Analyst, reported that he will be providing the JIS updates to the DMCJA Board from now on instead of Dexter Mejia. Alex noted that a comprehensive written report is available in the meeting materials today, and provided an overview of the CLJ-CMS project. Judge Williams inquired about the integration platform being able to interface with tribal courts, and Alex responded that he will research that and provide more information next month.

STANDING COMMITTEE REPORTS

A. Bylaws Committee

Judge Kristian Hedine was not present. Natasha Johnson, Senior Legal Analyst and staff to the Committee, mentioned that she is working with DMCJA staff to send a request to the Conference Planning Committee for suggested new names and charges for the committee. Once the Bylaws Committee determines new draft language, it will be provided to the Board and then presented to full DMCJA membership for approval at the next Annual Meeting (at Spring Program).

B. Diversity Committee

Judge Willie Gregory was not present. Judge Williams reported that he, Judge Naylor, and Judge Rivera all attend The Anti-Racist Courtroom conference from the National Judicial College, held in Alabama this year, and that it was a very meaningful and memorable education opportunity. Judge Williams also noted that the Diversity Committee is always looking for ways to promote diversity.

C. DOL Liaison Committee

Judge Angelle Gerl reported that the committee last met on November 6. The Committee continues to work on the relicensing subcommittee project, and payment plan communications (including inability to pay forms). The Committee will next meeting in January.

D. Education Committee

Judge John H. Hart was not present. Staff reported that the “50-mile rule” exemption has been granted and DMCJA members within 50 miles of the Tulalip Resort will be able to stay at the hotel for the upcoming Spring Program.

E. Judicial Assistance Services Program (JASP)

Judge Mary Logan reported that the Anger to Authenticity online course is still being worked on, and that JASP is collaborating with the SCJA Wellness Committee with Dr. Kanther presenting to their committee soon.

F. Legislative Committee

Judge Kevin Ringus reported that the primary work of the full Legislative Committee has now finished for the year, but the work of the Executive Legislative Committee will begin in January starting on the first day of legislative session (January 8, 2024). Judge Rivera noted that NAMI is now in support of DMCJA’s proposal regarding incompetency, and that Senator Trudeau will sponsor the bill. Judges Ringus and Rivera, and Melissa Johnson, continue to meet with legislators to discuss the proposal and DMCJA priorities.

G. Public Outreach Committee

Judge Michelle K. Gehlsen reported that the next committee meeting will be held on December 12.

H. Rules Committee

Judge Catherine McDowall reported that the Supreme Court will be publishing the proposed rules from the Remote Proceedings workgroup in January, but that DMCJA has already provided input to the workgroup so they will likely not need to comment again except in response to comments by others.

I. Therapeutic Courts Committee

Judge Jenifer Howson was not present.

ACTION

- A. Ratify the email vote of the DMCJA officers to approve moving the DMCJA financial accounts to Umpqua Bank while maintaining all current internal processes and procedures for approval of payments and charges; and name current DMCJA Treasurer Jeffrey Goodwin and bookkeeper Christina Huwe as authorized users/signers on the new Umpqua bank accounts, along with DMCJA Primary Staff Stephanie Oyler and bookkeeper Christina Huwe as authorized users on the new Umpqua credit card.**

The Board moved, seconded, and passed a vote (M/S/P) to ratify the previous email vote and approve the new bank signers (Jeffrey Goodwin and Christina Huwe) and credit card account authorized users (Christina Huwe and Stephanie Oyler) while maintaining current internal processes for approval of payments and charges.

DISCUSSION

- A. Update on financial institution transfer and naming of officers/signers on the new accounts

Judge Goodwin reminded the Board that at the last meeting, they voted to allow the DMCJA Officers to make the final decision about which financial institution should be utilized going forward, and informed the Board that the officers did recently vote to approve the movement of all DMCJA financial accounts to Umpqua Bank. Staff noted that today the Board will need to vote to ratify that vote and to specify which individuals will be authorized signers on the new bank accounts. Judge Gehlsen inquired about the process to avoid embezzlement by making unapproved payments, and staff responded that the internal process for payment approval would not change with the new financial institution.

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

INFORMATION ITEMS

Judge Williams brought the following informational items to the Board's attention:

- A. DMCJA President's appointments to the DMCJA Nominating Committee pursuant to DMCJA Bylaws, Art. IX, Sec. 2(a)(2)

The Board briefly discussed how the Nominating Committee process works. Judge Gehlsen encouraged everyone to consider who from their networks, especially those on the "fringes" of involvement with DMCJA, may be good representatives and interested in leadership positions.

OTHER BUSINESS

- A. Attendee Information Sharing

Judge Jewett mentioned that a letter from Office of Public Defense was shared at the Chief Justice's quarterly presiding judges meeting, which asked for a moratorium on appointing defense counsel for felony cases. Staff will share the letter with Board members and BJA representatives.

- B. The next DMCJA Board meeting is scheduled for Friday, January 12, 2024 12:30 p.m. to 3:30 p.m. via Zoom

The meeting was adjourned at 2:25 p.m.