Board for Judicial Administration (BJA) Meeting
Friday, November 20, 2020, 9:00 a.m. – 12:30 p.m.
Videoconference

MEETING MINUTES

BJA Members Present:
Chief Justice Debra Stephens
Judge Greg Gonzales, Member Chair
Judge Tam Bui
Judge David Estudillo
Judge Doug Federspiel
Judge Michelle Gehlsen
Judge Rebecca Glasgow
Justice Steven González
Judge Dan Johnson
Judge David Kurtz
Judge Mary Logan
Judge David Mann
Judge Bradley Maxa
Terra Nevitt
Judge Rebecca Pennell
Judge Judith Ramseyer
Judge Rebecca Robertson
Dawn Marie Rubio
Kyle Sciuchetti
Judge Michael Scott
Judge Charles Short

Guests Present:
Jim Bamberger
Jody Becker
Derek Byrne
Susan Carlson
Barbara Carr
Timothy Fitzgerald
Ruth Gordon
Jessica Gurley
Trish Kinlow
Patti Kohler
Linda Latham
Judge John Lohrmann
Justice Barbara Madsen
Sophia Byrd McSherry
Robert Mead
Brooke Powell
Judge Kevin Ringus
Judge Jackie Shea-Brown
Allison Sonntag
Kris Thompson
Judge Kim Walden
Dawn Williams

Administrative Office of the Courts (AOC) Staff Present:
Crissy Anderson
Judith Anderson
Cindy Bricker
Cynthia Delostrinos
Jeanne Englert
Penny Larsen
Dirk Marler
Dory Nicpon
Ramsey Radwan
Caroline Tawes

Call to Order

Chief Justice Stephens called the meeting to order at 9:03 a.m.

Presentation: "Not Just Hanging in There"

Judge Mary Logan, as the Judicial Assistance Services Program (JASP) representative, discussed small steps and gestures for self-care. The meeting participants divided into small groups to discuss two questions: "Please share the greatest obstacle that you have overcome in your job during this time," and "What can you do for yourself and your court staff to commit to self-care."

Court Management Council (CMC)

Dawn Marie Rubio recognized the CMC members and presented an overview of CMC projects. The 2020 Court Manager of the Year award was presented to Trish Kinlow, Tukwila Municipal Court Administrator. Judge Kim Walden acknowledged Trish Kinlow's accomplishments.

CMC Association Updates

Association of Washington Superior Court Administrators (AWSCA): The AWSCA is collaborating with other courts on the Uniform Guardian Act (UGA) rollout.

District and Municipal Court Management Association (DMCMA): The Spring Program was held in November. The DMCMA is focusing on the new case management system for the Courts of Limited Jurisdiction. Work is moving forward on implicit bias training which will involve several associations and a proclamation addressing equity across the state. Several courts are experiencing staffing shortages.

Washington Association of Juvenile Court Administrators (WAJCA): The WAJCA held a virtual education retreat where they worked on a strategic plan for juvenile courts and discussed reform, structural racism, programs, and funding. The WAJCA is focusing on racial equity in courts.

Washington State Association of County Clerks (WSACC): The WSACC is working on their legislative priorities for the 2021 Legislative Session. They are realigning their responses in recall efforts, proposing to increase the ex parte fee, legislation on abusive litigation, and working with the AOC to implement 2021 rules, especially the minor guardianship rules.

Court of Appeals: The Court of Appeals is continuing to hear cases, many of them virtually. Work is moving forward on OnBase and e-filing. Four of eight prisons are now participating in e-filing. Richard Johnson, Clerk/Court Administrator for Division I,

announced his March 21 retirement. Clair Bruggeman, Senior Staff Attorney in Division II, is retiring. Division II is moving to a new facility that will open on January 1, 2021.

Supreme Court: The Temple of Justice building is still closed to the public, although work is continuing. Inmate e-filing has expanded, cutting the paper filings in half. The oral arguments are held by Zoom and are going well, and Susan Carlson thanked AOC Desktop Support staff Virgil Garcia for his assistance. The January 11 swearing-in of justices will be via Zoom.

Standing Committee Reports

Court Education Committee (CEC): Court Education staff at AOC are disseminating webinars and seminars, including some offered for continuing legal or judicial credit, to the judicial community. Staff are preparing to issue a request for proposals for a new Learning Management System. The Faculty Development program has successfully completed virtually over six courses. A CEC summary was included in the meeting materials.

Legislative Committee (LC): Judge Ringus discussed the LC strategy for the upcoming Legislative session. The LC received word that Thurston County is in a position to fund a ninth judge in Thurston County Superior Court. On November 30, the Senate Law and Justice Committee will discuss the impact of COVID-19 on Washington courts. Information was included in the meeting packet.

Policy and Planning Committee (PPC): The PPC began work on adequate funding survey and will have a draft for review at the February BJA meeting. Work continues on increasing diversity on BJA boards and committees. The PPC report was included in the meeting packet.

Presentation: Commission on Children in Foster Care (CCFC)

Justice Barbara Madsen, Jody Becker, Deputy Secretary of the Department for Children, Youth, and Families (DCYF), and AOC Court Improvement Program Supervisor Cindy Bricker presented an overview of the CCFC. During the COVID-19 crisis, the CCFC is working on two initiatives: they assisted with the Supreme Court order on dependency and termination cases, and developed a COVID Rapid Response Work Group.

Jody Becker reported the Youth Leadership Summit was virtual this year and went well. The presentations are available on YouTube.

Cindy Bricker reviewed the State Team action plans from the August 2020 *National Judicial Leadership Summit: Ensuring Justice in Child Welfare*. More information was included in the meeting packet.

Presentation: Innovating Justice Awards

The inaugural Innovating Justice Awards were presented to Judge Jacqueline Shea-Brown (presented by Jim Bamberger), Judge John Lohrmann (presented by Linda Latham), Judge Kim Walden and the Tukwila Municipal Court (presented by Trish Kinlow), and Chief Justice Debra Stephens (presented by Judge Greg Gonzales, Judge Judy Ramseyer, and Judge Michelle Gehlsen).

Task Force Reports

Court Recovery Task Force (CRTF): The CRTF met on November 19. There were presentations from the Governor's office and the Department of Health. The CRTF materials are posted on the courts' website.

Court Security Task Force: The Trial Court Security Improvement budget proposal was withdrawn previously but the Budget and Funding Committee requested reconsideration. After a discussion, there was a decision to withdraw the budget proposal. The Court Security Task Force members will begin working with the Legislature now and submit a budget proposal in the 2022 Legislative session.

> **It was moved by Judge Ramseyer and seconded by Judge Pennell to withdraw the Trial Court Security Improvement budget proposal. The motion carried unanimously.**

Budget and Funding Committee 2021–2023 Biennial Budget Requests

After removing the Trial Court Security Improvement budget proposal from the list, the BJA voting members discussed the budget priority recommendations and voted by Survey Monkey to prioritize the budget requests that will be forwarded to the Supreme Court Budget Committee. Members ranked the budget priorities same as the BFC.

> **It was moved by Judge Gonzales and seconded by Judge Mann to retain the 2021–23 Biennial Budget Requests as previously prioritized by the BFC. The motion carried unanimously.**

Public Trust and Confidence Committee (PT&C)

> **It was moved by Judge Robertson and seconded by Judge Scott to approve the new members of the Public Trust and Confidence Committee, with Jennifer Garber's membership contingent on final approval from the Washington State Bar Association. The motion carried unanimously.**

October 16, 2020 Meeting Minutes

It was moved by Judge Gehlsen and seconded by Justice Robertson to approve the October 16, 2020, BJA meeting minutes. The motion carried with one abstention.

Information Sharing

Chief Justice Stephens and Judge Gonzales thanked Judge Federspiel for his service to the BJA.

Chief Justice Stephens said she plans to send an e-mail to the court community about the urgent public health situation and to urge compliance with health protocols. There will not be a new Supreme Court order.

Chief Justice Stephens announced this will be her last BJA meeting and welcomed Justice González. Justice González said he looks forward to working with the BJA.

Several BJA members thanked Chief Justice Stephens for her leadership to the BJA.

Dawn Marie Rubio reminded participants that there is more CARES funding available, and there will be a CARES Q & A session by Zoom on Tuesday, November 24.

Other

There being no further business, the meeting was adjourned at 12:06 p.m.

Recap of Motions from the November 20, 2020 Meeting

Motion Summary	Status
Withdraw the Trial Court Security Improvement budget proposal.	Passed
Retain the 2021–23 Biennial Budget Requests as previously prioritized.	Passed
Approve the new members of the Public Trust and Confidence Committee, with Jennifer Garber's membership contingent on approval from the Washington State Bar Association.	Passed
Approve the October 16, 2020, BJA meeting minutes.	Passed

Action Items from the November 20, 2020 Meeting

Action Item	Status
The Policy and Planning Committee began work on adequate funding survey and will have a draft for review at the February BJA meeting.	
October 16, 2020, BJA Meeting Minutes • Post the minutes online. • Send minutes to the Supreme Court for inclusion in the En Banc meeting materials.	 Done Done