## **BOARD FOR JUDICIAL ADMINISTRATION**



## **MEETING PACKET**

FRIDAY, JUNE 14, 2019 8:30 A.M.

AOC SEATAC OFFICE 18000 INTERNATIONAL BOULEVARD, SUITE 1106 SEATAC, WASHINGTON

# **Board for Judicial Administration Membership**



VOTING MEMBERS: Chief Justice Mary Fairhurst, Chair Washington State Supreme Court

**Judge Judy Rae Jasprica**, Member Chair District and Municipal Court Judges' Association Pierce County District Court

**Judge Doug Federspiel** Superior Court Judges' Association Yakima County Superior Court

Judge Gregory Gonzales Superior Court Judges' Association Clark County Superior Court

**Judge Dan Johnson** District and Municipal Court Judges Association Lincoln County District Court

Judge David Kurtz Superior Court Judges' Association Snohomish County Superior Court

Judge Robert Lawrence-Berrey Court of Appeals, Division III

Judge Linda Lee Court of Appeals, Division II

Judge Mary Logan District and Municipal Court Judges' Association Spokane Municipal Court **Judge Rebecca Robertson**, President District and Municipal Court Judges' Association Federal Way Municipal Court

Judge Michael Scott Superior Court Judges' Association King County Superior Court

**Judge Kitty Ann van Doorninck**, President Superior Court Judges' Association Yakima County Superior Court

Justice Charles Wiggins Washington State Supreme Court

### **NON-VOTING MEMBERS:**

**Terra Nevitt,** Executive Director Washington State Bar Association

**Judge Samuel Meyer**, President-Elect District and Municipal Court Judges' Association Thurston County District Court

William Pickett, President Washington State Bar Association

**Judge Judith Ramseyer**, President-Elect Superior Court Judges' Association Pierce County Superior Court

Judge David Mann Court of Appeals, Division I

**Judge Kevin Ringus** District and Municipal Court Judges' Association Fife Municipal Court **Dawn Marie Rubio** State Court Administrator

Judge Laurel Siddoway, Presiding Chief Judge Court of Appeals, Division III

The Mission of the Board for Judicial Administration is to provide leadership and develop policy to enhance the judiciary's ability to serve as an equal, independent, and responsible branch of government.

The Vision of the Board for Judicial Administration is to be the voice of the Washington State courts.



### **Board for Judicial Administration (BJA)**

Friday, June 14, 2019 (8:30 a.m. – 11:30 a.m.) AOC SeaTac Office, 18000 International Blvd., Suite 1106, SeaTac

	AGENDA				
1.	Call to Order Welcome and Introductions	Chief Justice Mary Fairhurst Judge Judy Rae Jasprica	8:30 a.m.		
2.	DMCJA Presentation Information: Court level sharing	Judge Rebecca Robertson	8:40		
3.	SCJA Presentation Information: Court level sharing	Judge Kitty Ann van Doorninck	9:00 Tab 1		
4.	<ul><li>Standing Committee Reports</li><li>Budget and Funding Committee</li><li>2020 Supplemental Budget</li></ul>	Judge Mary Logan Ramsey Radwan	9:20 Tab 2		
	Court Education Committee	Judge Judy Rae Jasprica			
	<ul><li>Legislative Committee</li><li>Legislative Session in Review</li></ul>	Judge Kevin Ringus Dory Nicpon			
	Policy and Planning Committee	Judge Rebecca Robertson			
5.	<b>BJA Task Forces Update</b> Court Security Task Force Court System Education Funding Task Force	Judge Rebecca Robertson/Penny Larsen Jeanne Englert	10:00 Tab 3		
	Interpreter Services Task Force	Jeanne Englert			
	Break		10:15		
6.	BJA Year End Review Discussion: evaluation and highlights	Chief Justice Mary Fairhurst	10:30 Tab 4		
7.	Judicial Leadership Summit 2019 Discussion: What do you think should be included in the Summit?	Chief Justice Mary Fairhurst	10:45 Tab 5		
8.	BJA Committee Membership 2019-2020 Action: Motion to approve BJA Committee membership 2019-2020	Judge Judy Rae Jasprica	11:05 Tab 6		

9. OCLA Oversight Committee Nominations Motion: Approve BJA appointment to OCLA Oversight Committee	Judge Judy Jasprica	11:10 Tab 7
<b>10. May 17, 2019 Meeting Minutes</b> <b>Action:</b> Motion to approve the minutes of the May 17, 2019 meeting	Judge Judy Rae Jasprica	11:15 Tab 8
<b>11. Information Sharing</b> Roundtable Meeting review Outgoing Members	Judge Judy Rae Jasprica	11:15 Tab 9
12. Adjourn	Judge Judy Rae Jasprica	11:30

Persons with a disability, who require accommodation, should notify Jeanne Englert, at 360-705-5207 or Jeanne.englert@courts.wa.gov request or discuss accommodations. While notice five days prior to the event is preferred, every effort will be made to provide accommodations, when requested.

### Next meetings:

September 20, 2019 - AOC SeaTac Office October 18, 2019 - AOC SeaTac Office November 15, 2019 – AOC SeaTac Office

The leadership goals of the Board for Judicial Administration are 1) Speaking with a Unified Voice; 2) Court Communication; 3) Committee Coordination; and 4) Committee Composition.

TAB 1



### SUPERIOR COURT JUDGES' ASSOCIATION

**Five-Year Plan** 

June 2019

Presented by: Kitty-Ann van Doorninck SCJA President 2019-2020

### Mission

The Superior Court Judges' Association promotes access to fair and impartial justice by enhancing resources for judicial officers through funding initiatives, education, technology, and communication.

### Goals

- 1. Preserve the court's role as a separate, equal and independent branch of government
- 2. Advocate for an adequately funded justice system; use research and outcome analysis to measure efficacy of judicial programs
- 3. Enhance public confidence in the judiciary
- 4. Eliminate racial and ethnic disproportionality and disparity
- 5. Promote access to justice for persons of limited financial means, persons with disabilities, and persons with limited language proficiency
- 6. Recruit and maintain a diverse, competent, independent, and ethical judiciary
- 7. Modernize court infrastructure and operations
- 8. Improve court security

The SCJA Board of Trustees will prioritize goals, make committee assignments to develop implementation strategies and time frames for completion, and update the long-range plan annually.

## Preserve the court's role as a separate, equal and independent branch of government

### **Objective**

Be responsive to court needs, strategize legislative action and stakeholder engagement, and promote solutions that support the independent operation and management of the judicial branch

### <u>Tasks</u>

- Participate in judicial branch strategic planning efforts
- Promote adequate staffing through the Supreme Court budget process based on judicial branch principles
- Participate in the evaluation of basic costs associated with the operation of a superior court

### Goal 2

## Advocate for an adequately funded justice system; use research and outcome analysis to measure efficacy of judicial programs

### **Objective**

Ensure SCJA projects are responsive to judicial officers' needs and that fiscal requests are adequately supported by research and measurable outcomes

- Advocate for adequate, stable and long-term funding of the trial courts
- Communicate legislative priorities to SCJA members and target initiatives to key legislators
- Develop best practices for all superior courts, while acknowledging differences in individual court cultures and court size

### Enhance public confidence in the judiciary

### <u>Objective</u>

Improve public perception of impartiality, fairness, and the administration of justice

### <u>Tasks</u>

- Enhance judicial officer literacy on the key concepts of procedural fairness: voice, neutrality, respect, and trust
- Increase judicial education, awareness, and implementation of listening techniques in the courtroom
- Encourage and support judicial participation in community outreach and civics education programs

### Goal 4

### Eliminate racial and ethnic disproportionality and disparity

### **Objective**

Promote judicial training and education in the area of racial and ethnic disproportionality and disparity

- Collaborate with the Minority & Justice Commission and the Gender & Justice Commission on judicial education
- Increase judicial awareness of the role that race and ethnicity play in the adjudication of cases
- Increase participation in race and justice initiatives
- Increase communication and encourage collaboration with tribal courts

### Promote access to justice for persons of limited financial means, persons with disabilities, and persons with limited language proficiency

### <u>Objective</u>

Increase court accessibility for the most vulnerable members of our communities

### <u>Tasks</u>

- Support development of plain language forms
- Support full compliance with GR 34, including state funding for legal representation of persons with cognitive disabilities
- Support judicial awareness of self-represented assistance resources
- Support adequate and stable funding of self-represented assistance resources
- Support appropriate capital funding to provide accommodations for persons with physical disabilities

### Goal 6

### Recruit and maintain a diverse, competent, independent, and ethical judiciary

### **Objective**

Recruit and retain judicial officers who reflect the community they serve

- Expand the diversity of the bench and the judicial branch:
  - Offer diversity training at judicial conferences
  - Offer ethics training at judicial conferences
  - Provide opportunities and training to attorneys to serve as pro tem judges or other decision-makers
  - Provide education to young people on career opportunities within the justice system

### Modernize court infrastructure and operations

### **Objective**

Increase the use of new technology to advance court efficiency

### <u>Tasks</u>

- Support improvements in the Judicial Data Exchange
- Expand public access to court records
- Explore technology options for the effective use of interpreters
- Support routine upgrades in office equipment for judges
- Provide technical and skill training to judges to implement new technology

### Goal 8

### Improve court security

<u>Objective</u> Increase safety in all courthouses

- Advocate for building security, including metal detection, for all courthouses in the State
- Eliminate personal information about judicial officers on websites where possible
- Focus on emergency preparedness
- Focus on continuity planning for court operations following disruption due to disaster
- Increase active shooter training and bomb threat response

TAB 2

BOARD FOR JUDICIAL ADMINISTRATION



May 29, 2019

- **TO:** Board for Judicial Administration Members
- **FROM:** Judge Judy Rae Jasprica, BJA Court Education Committee Chair Judge Douglas J. Fair, BJA Court Education Committee Co-Chair
- **RE:** Court Education Committee Report

### I. Work in Progress

Education programs completed in May were the Juvenile Court Administrator's Spring Program, and the District and Municipal Court Managers' Annual Conference.

The final program for the fiscal year will be the District and Municipal Court Judges' Spring Program in early June.

CEC updated their policy to reflect that all outstanding participant vouchers have to be turned in by June 30 of each fiscal year in order to be paid. If vouchers are submitted after this date, they will not be reimbursed.

The CEC is still reviewing ways to share and house the evaluation summary reports from the various education committees so that other educational groups can access them. They will be looking at the various summary evaluation models to determine which format provides the CEC and education committee members the information they need to determine success of programming, faculty resources and help the CEC identify overlap in educational content.

### **Short-term Goals**

- FY20 and FY21 allocations without additional funding. Determine what reductions will need to occur to stretch the limited funding and fund the Judicial College.
- CEC hosted webinar in the next fiscal year.
- Develop strategic plan for online education with no additional funding.
- Orientation of new BJA DMCJA representative to the BJA and any new Association Chair.

### Long-term Goals

- Continue to implement strategies and priorities identified in the CEC Roadmap
- Update Roadmap
- Continue to develop collaborative relationships with other stakeholders who conduct education and training within the AOC and outside the AOC



BOARD FOR JUDICIAL ADMINISTRATION

June 14, 2019

TO:	BJA Members
FROM:	Judge Kevin Ringus, BJA Legislative Committee Chair Dory Nicpon, AOC Associate Director, Judicial and Legislative Relations
RE:	BJA Legislative Committee Report

During the legislative interim, the BJA Legislative Committee convenes meetings or calls as needed to prepare for the next legislative session. The next meeting will be in early July.

AOC and court staff continue implementation work for bills passed during the 2019 session. Such work includes adjusting judicial publications, education, and systems appropriately, as well as production and dissemination of a bill summary document for bills that impact the judicial branch.

The Committee's work to prepare for the next legislative session includes improving strategies for legislative engagement, and collaborating with judicial branch entities, external stakeholders, and executive and legislative branches of government.

Significant legislative and executive branch activities include:

On June 11, the Senate Law and Justice Committee conducted a work session on the Uniform Guardianship, Conservatorship, and Other Protective Arrangements Act (*See* 2SSB 5604, Chapter 437, Laws of 2019) to identify needed statutory and budgetary adjustments. This topic is expected to be on the agenda for the Senate Law and Justice Committee meeting in November as well.

By June 27, the Department of Social and Health Services and Office of the Attorney General must submit an implementation plan for the *Trueblood* settlement (*See also* E2SSB 5444, Chapter 326, Laws of 2019) in federal court.



BOARD FOR JUDICIAL ADMINISTRATION Policy and Planning Committee

June 14, 2019

TO:	Board for Judicial Administration Members	
FROM:	Judge Rebecca Robertson, Chair, Policy and Planning Committee	
RE:	REPORT OF POLICY AND PLANNING COMMITTEE	

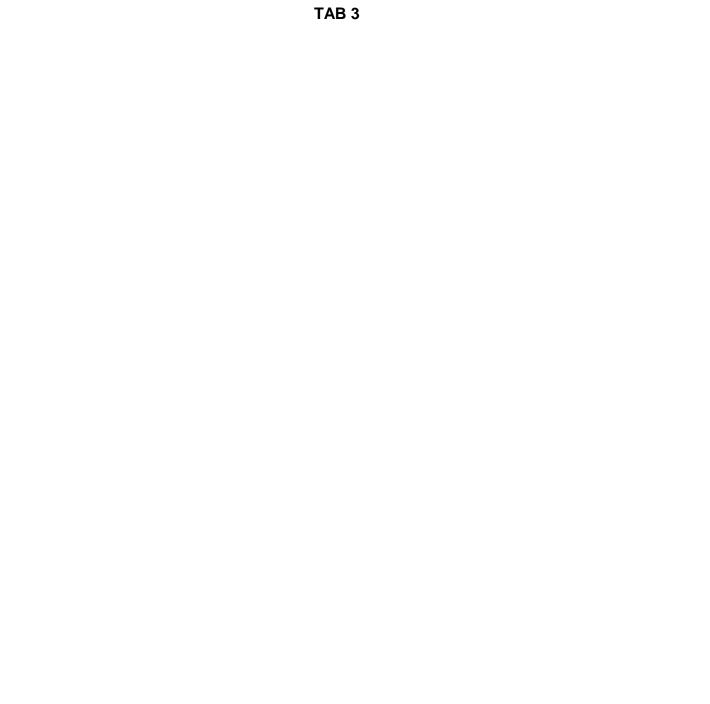
The Policy and Planning Committee (PPC) met on May 17, 2019, and May 29, 2019.

The May 17 meeting consisted of two main agenda items: developing recommendations for the BJA to increase diversity and building a 2019–2020 work plan for the PPC. The diversity discussion included developing a shared definition of diversity which includes characteristics specific to representing the judiciary and court community, defining what member characteristics are needed for the BJA to be successful, and ideas on outreach efforts. The PPC has more research to do and plans to have a set of recommendations for the BJA by the end of the year.

The PPC is in the process of re-envisioning its work and purpose. The ideas coming out of the next Judicial Leadership Summit in August 2019 may drive the work of the PPC, so decisions on the strategic initiative process will be put on hold until our September meeting. Instead, the next PCC meeting was rescheduled and held prior to the June BJA meeting so the PPC could identify potential subjects for the summit and future PPC work.

There was follow up on policy issues on the legal financial obligation (LFO) consortium and jury reform. If the BJA is interested in having a presentation on the preliminary work of the LFO consortium, the chair of the consortium and the judge at the pilot site (Kitsap County) would be available to discuss the progress. Work around jury reform efforts related to GR 37 would be premature but may be a potential work item in 2021.

The May 29 telephonic PPC meeting focused on identifying subject matters and policy issues related to the judicial branch that may be helpful in planning for the upcoming Judicial Leadership Summit.





June 14, 2019

- **TO:** Board for Judicial Administration Members
- FR: Judge Sean O'Donnell and Judge Rebecca Robertson Co-Chairs, BJA Court Security Task Force
- RE: REPORT OF THE COURT SECURITY TASK FORCE

All meetings for the Court Security Task Force have been set for the full task force and both work groups through 2020. Representative Goodman and Senator Holy have confirmed attendance at the October 9, 2019, onsite meeting. The first of the online monthly work group meetings will take place on June 10 for the Assessment and Evaluation Work Group (A&E WG) and on July 1 for the Proposals and Implementation Work Group (P&I WG). WG meetings will be used to review and revise the work plan and assign tasks. There will be monthly reports from the WG chairs to the task force chairs.

The first task for A&E WG meeting is to review the message drafted for the court community on how to use the court security incident reporting form located on Inside Courts so that we have accurate data. The second task is to review the list of all courthouse facilities in the state to ensure that we have accurate information on which to base the needs assessment.

The first task for the P&I WG will be to generate a list of potential grants for court security items and trainings. The P&I WG's second task will be to review the budget proposal timeline for the next biennium and review sample budget decisions that will help the Task Force develop successful strategies for seeking state funding.

The next full task force meeting will be online on August 29, 2019.

TAB 4

### Member Feedback on BJA Meetings and Activities 2018 – 2019 (For BJA Members)

The **mission** of the Board for Judicial Administration (BJA) is to provide leadership and develop policy to enhance the judiciary's ability to serve as an equal, independent, and responsible branch of government. The **vision** of the BJA is to be the unified voice of the Washington State Courts.

The BJA accomplishes its mission by 1) Policy - establishing a judicial position on legislation and prioritizing funding requests from the general funds; 2) Communication - improving information sharing within the judiciary to help foster the local administration of justice and enable the judiciary to speak with a unified voice; and 3) Resources - engaging in resource development through the committees' work and more recently the Task Forces.

## Please answer the questions about your experience as a BJA member and participant at BJA meetings this past term (2018 – 2019). Your information will help inform future BJA meetings and activities.

1. The BJA made pro		adership goal, <i>speakir</i>		<i>bice</i> , this past year.
□ 1 strongly disagree	□ 2	□ 3	4	⊔ 5 strongly agree
strongly disagree				Strongly agree
2. The BJA made pro	ogress towards the le	adership goal, <i>increas</i>	ing court commun	<i>ication</i> , this past year.
□ 1	□ 2	□ 3	□ 4	□ 5
strongly disagree				strongly agree
3. The BJA made pro	ogress towards the le	adership goal, <i>reviewi</i>	ng committee com	position, this past year.
□ 1	□ 2	□ 3	□ 4	□ 5
strongly disagree				strongly agree
	•		•	ordination, this past year.
□ 1	2	□ 3	□ 4	5
strongly disagree				strongly agree
5. Overall the atmos	phere at the meetings	s was conducive to ope	en and productive	discussions and
decision-making. Dif	ferent opinions were	encouraged.		
□ 1	□ 2	□ 3	□ 4	
strongly disagree	_	· ·		strongly agree
6. Do you feel you co	ould speak and contri	bute during the meetir	igs?	
Î 🗆 1	□ 2	<u> З</u>	□ 4	□ 5
strongly disagree				strongly agree
Please explain your	response.			

7. What is one thing the BJA did really well?

8. What is one thing the BJA could improve and how?

9. What is one aspect that was most useful about the meetings?

10. What is one aspect that you would change about the meetings?

11. What should the BJA focus on in the upcoming year to advance the work of the courts?

12. If a colleague asked, how would you describe what it is like to be a member on the BJA?

13. Is there anything else you would like to share?

## 2018 – 2019 ACCOMPLISHMENTS

### The BJA worked on their four leadership goals:

Speaking With A Unified Voice Court Communication Committee Coordination Committee Composition

The **Court System Education and Interpreter Services Funding Task Forces** implemented communication campaigns and legislative and stakeholder outreach. Their efforts resulted in \$2.160 budgeted for interpreter services. The Education Task Force continues to explore funding options.

The BJA created the **Court Security Task Force** to ensure that every trial court in Washington can comply with the GR 36 Minimum Court Security Standards by 2025.

The **Budget and Funding Committee** in conjunction with the Court Funding Committee vetted, prioritized and submitted, through the Supreme Court, the 2019-2021 biennial omnibus operating budget request for additional state general fund monies that flow through the AOC.

The **Court Education Committee** developed and held the Judicial Education Leadership Institute and submitted an Education Resolution concerning adequate and sustainable funding which was adopted by the BJA.

The **Legislative Committee** successfully shepherded two BJA legislative proposals to enactment: Part II of E2SHB 1517, refining the definition of domestic violence (DV) to distinguish between intimate partner DV, and household/family members DV and ESHB 1329, regarding the services of the Office of Public Guardianship.

The **Policy and Planning Committee** implemented their strategic planning process, resulting in the creation of the Court Security Task Force and developed a BJA court communication plan which was approved by the BJA.

The **Public Trust and Confidence Committee** developed a diversity in juries' lesson plan, implemented Constitution Day whereby judges went into classrooms statewide, and in production by TVW, created a public service announcement about dignity, fairness, and respect and that promotes the intent for the courts to be as safe a place as possible.



TAB 5

### Future Judicial Leadership Summit Ideas

### Leadership Summit scheduled for August 12.

Attendees: Supreme Court Justices, BJA members, judicial court associations' executive positions, AOC Leadership.

Ask BJA Members for ideas:

- What do you think is important to include in the August 12 Leadership Summit?
- Any specific topics?
- Any specific format for the discussions?

### Refresher on last year's meeting:

### Meeting topics and structure:

At the meeting, we spent the morning sharing the different court level priorities and work, reviewing the branch budget, and learning more about the AOC priorities and structure. In the afternoon, we utilized small groups to answer the following questions:

- What are our challenges and barriers?
- What are our opportunities?
- How do we work together?
- What are some of the majority changes or trends facing courts in the next 5-10 years?
- How do we stay relevant in a rapidly changing world and how do we use technology?

### Specific feedback received about the meeting structure

- Liked small group discussions
- Liked overview of branch budget and AOC
- Needed more information on purpose of meeting and would like follow up
- Less time on association/court level reports

### Questions that were brought up at the Judicial Leadership Summit June 2018 for future discussion:

- What do we think our system should look like?
- What is the difference between leadership and control specific to role of the BJA?
- How do we plan for large turnover of judicial officers and administrative leaders (recruitment, succession planning)? <u>Held conversation at BJA meeting</u>
- How can the change in leadership at various court levels and associations change the dynamics and priorities of the association and their interactions with other groups?
- How do we work together on priorities?
- There are so many remarkable things happening. How do we capitalize going forward?

TAB 6



June 14, 2019

**TO:** Board for Judicial Administration (BJA) Members

**FROM:** Jeanne Englert, BJA Acting Administrative Manager

RE: 2019-2020 BJA Membership

Board membership for 2019-2020 is final. Membership is determined by BJA Rule and is recommended by court level leadership. It does not need approval from the BJA.

Name	Term
Supreme Court	
Chief Justice Mary Fairhurst, Chair	Indefinite
Justice Debra Stephens	7/19-6/21
Courts of Appeal	
Judge Linda Lee Division II	7/18-6/20
Judge Robert Lawrence-Berrey Division III	7/18-6/20
Judge David Mann, Division I	7/18-6/22
SCJA	
Judge David Kurtz	7/18-6/22
Judge Gregory Gonzales	7/17-6/21
Judge Michael Scott	2/19-6/21
Judge Kitty Ann van Doorninck	7/19-6/20
SCJA President	7/10.0/00
Judge Doug Federspiel	7/18-6/22
DMCJA	
Judge Dan Johnson	7/19-6/23
Judge Tam Bui	7/19-6/23
Judge Mary Logan	7/16-6/20
Judge Kevin Ringus	7/16-6/20
Judge Sam Meyer	7/19-6/20
DMCJA President	

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Non-Voting Members	
Judge Judith Ramseyer, SCJA President Elect	7/19-6/20
Dawn Marie Rubio, State Court Administrator	Indefinite
Bill Pickett, WSBA President/	9/18-9/19 /
Rajeev Majumdar, WSBA President	9/19-9/20
Judge J. Robert Leach, COA Presiding Chief Judge	7/19-6/20
Terra Nevitt, WSBA Interim Executive Director	Indefinite
Judge Michelle Gehlsen, DMCJA President Elect	7/19-6/20

### **Committee Membership**

According to BJAR 3 (2), the Chief Justice and Member Chair shall nominate for the Board's approval the chairs and members of the committees. BJA standing committee chairs and membership are being recommended based on vacancies and representations to be filled.

Requested Action: To approve the BJA Standing Committee Chairs and Membership as outlined in the following rosters.

### Legislative Committee

Representative	Name	Term
BJA Member, Appellate Courts	Judge Linda Lee	6/20
BJA Member, SCJA	Judge Kitty Ann van Doorninck	6/21
BJA Member, DMCJA	Judge Kevin Ringus	6/20
Chief Justice	Chief Justice Mary Fairhurst	Ex Officio
BJA Member Chair Judge Greg Gonzales		6/21
COA Presiding Chief Judge	Judge J. Robert Leach	6/20
SCJA President	Judge Kitty Ann van Doorninck	6/20
DMCJA President	Judge Sam Meyer	6/20
DMCJA Legislative Committee Chair	Commissioner Paul Wohl	6/20
	Judge Stephen Warning/Sean	
SCJA Legislative Committee Chair	O'Donnell	6/20

### Court Education Committee

Representative	Name	Term
BJA Member, Appellate Courts	Judge Robert Lawrence-Berrey	First population of members will be staggered (3 year term)
BJA Member, SCJA	Judge Gregory Gonzales, Co-Chair	First population of members will be staggered (3 year term)
BJA Member, DMCJA	Judge Tam Bui	First population of members will be staggered (3 years term)
Appellate Court Education Chair or Designee (1)	Justice Charles Wiggins	Term determined by Chief Justice
Superior Court Judges' Association Education Committee Chair or Designee (1)	Judge Kevin Hull	Term determined by their association
District and Municipal Judges' Association Education Committee Chair or Designee (1)	Judge Douglas Fair, Co-Chair	Term determined by their association
Annual Conference Chair or Designee (1)	Justice Debra Stephens	Term determined by Chief Justice
Association of Washington Superior Court Administrators Education Committee Chair or Designee	Chris Gaddis	Term determined by their association
District and Municipal Court Management Association Education Committee Chair or Designee (1)	Margaret Yetter	Term determined by their association
Washington Association of Juvenile Court Administrators Education Committee Chair or Designee (1)	Linnea Anderson	Term determined by their association
Washington State Association of County Clerks Education Committee Chair or Designee (1)	Peggy Semprimoznik	Term determined by their association
Washington State Law School Dean (1)	Dean Annette Clark	3 year term

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### Policy and Planning Committee

With the charter membership changes at the May BJA meeting, there are several new positions to fill. Requests have been sent out. PPC will request an email vote to approve the final membership.

Representative	Name	Term
Chief Justice	Chief Justice Mary Fairhurst	Indefinite
COA Presiding Chief Judge	Judge J. Robert Leach	6/20
SCJA President-Elect	Judge Judith Ramseyer	6/20
DMCJA President-Elect	Judge Michelle Gehlsen	6/20
Superior Court Judge	Judge David Kurtz	6/20
Superior Court Judge	Judge Michael Scott, Chair	6/21
District or Municipal Court Judge	Judge Dan Johnson	6/23
District Municipal Court Judge	Judge Sam Meyer	6/20
Association of Washington Superior Court Administrators	Pam Hartman-Beyer	6/20
District and Municipal Court		
Management Associations	Margaret Yetter	6/21
Washington Association of Juvenile		
Court Administrators	James Madsen	6/20
WSBA Executive Director or designee	Bill Pickett	6/21
One at-large member (optional)		

### Budget and Funding Committee

Representative	Name	Term
DMCJA BJA Member	Judge Mary Logan, Chair	6/20
SCJA BJA Member	Judge Doug Federspiel	
COA BJA Member	Judge David Mann	6/21

TAB 7

### THE MUNICIPAL COURT OF SEATTLE



May 22, 2019

Board for Judicial Administration P.O. Box 41170 Olympia, WA 98504-1170

**ATTN: Jeanne Englert** 

Re: Appointment to the Civil Legal Aid Oversight Committee

Dear Ms. Englert:

I am responding to your request for letters of interest in serving as a member of the Civil Legal Aid Oversight Committee. Recently, James A. Bamberger, Director Washington State Office of Civil Legal Aid encouraged me to seek an appointment to the committee because of my professional and personal commitment to race equity, fairness, and justice and being a CLJ judicial officer.

Let me introduce myself to the Board. I am an African American Judge with 30 plus years of criminal and civil litigation experience in King County Superior, District, Juvenile, and Seattle Municipal Courts as well as 23 years of judicial experience as a Judge, Magistrate Judge, Judge Pro Tempore, and Magistrate Pro Tempore in King County District and Seattle Municipal Courts. I began my legal career as an attorney with The Defender Association. Prior to my appointment to Seattle Municipal Court, I was in-house counsel and a HR professional for several urban school districts, a public housing authority and several non-profit health care organizations in the Greater Seattle area, handling civil rights cases filed with the US Department of Justice, US Department of Education, US Equal Employment Opportunity Commission, Washington State's Office of Superintendent of Public Instruction, Washington State's Human Rights Commission, and City of Seattle's Office of Civil Rights.

During the ten years I served as an employment-labor attorney for Seattle School District, I worked with Superintendents who set forth initiatives to address the racial inequities and achievement gap in the district. At the time I worked there, Seattle School District had a student population of approximately 46,000 students who originate from 148 different countries and 7,000 employees. In 2001, I participated in Courageous Conversation on Race, which comprised of district-wide discussions about the impact of race on teaching and learning. Administrators and staff received training to lead "courageous conversations" within the district. The training had us reflect on our own beliefs and actions about equity and ethnicity and how those actions affect others. In 2004, the District hired a Director of Equity, Race Relations, and Learning Support. During the director's tenure at the district, she created a workshop series that brought speakers to the district to discuss race and equity in the workplace and classroom. She workshops and trainings designed to address bias and racism in this country's institutions.

As an attorney and HR professional, I investigated and/or oversaw investigations involving claims of discrimination filed against the employer with the EEOC and other federal, state, and local civil rights agencies. I have extensive experience at conducting trainings for administrators and staff on discrimination based on protected classifications including but not limited to race, national origin, sex, sexual orientation, age, disability as well as on religious accommodations in the workplace and classrooms.

As Executive Director of HR and General Counsel for Tukwila School District, I was responsible for recruiting a teaching staff that could effectively teach a diverse student population of students. Although it is a small urban school district, it is the most diverse school district in the United States according to the New York Times. Tukwila's 3,000 student and family population speak over 80 different languages. I collaborated with colleges, universities, and nonprofit organizations such as the Martinez Foundation to recruit teachers and student teachers of color as well as to recruit teachers and student teachers who desired to work with a diverse population of students.

The Tukwila School District's Superintendent appointed me to serve on the district's equity committee. The committee members were tasked with the responsibility of drafting and/or revising district policies addressing the issues and/or concerns affecting a diverse student population. I also served as the Superintendent's designee on the City of Tukwila's Equity and Diversity Commission.

I currently serve on the Washington State Minority and Justice Commission as a District and Municipal Court Judges Association (DMCJA) representative.

Please feel free to look at my LinkedIn page and the attached resume which expounds upon my other professional experiences as well as my leadership roles in national and local community organizations. I strongly believe I can bring invaluable insight and experience to the committee. I look forward to hearing back from you regarding this opportunity with the committee.

Sincerely Fave R. Chess

Seattle Municipal Court

Enclosure

### Judge Faye R. Chess

### 425-891-5407 | judgefayechess@gmail.com | www.linkedin/in/faye-chess

#### **PROFESSIONAL EXPERIENCE**

### SEATTLE MUNICIPAL COURT, Seattle, WA 2016-present

#### Judge – 2017 - present

### Magistrate Judge and Judge Pro Tempore -2016 - 2017

Preside in formal court over criminal calendars including jury trials, bench trials, pre-trial hearings, motion hearings, arraignments, and review hearings. Respond to search warrant requests. Serve on various court committees.

### KING COUNTY DISTRICT COURT, 1995/SEATTLE MUNCIPAL COURT, 2016 1995 - 2016 Judge Pro Tempore/Magistrate Pro Tempore

Presided over criminal and civil calendars including jury trials, bench trials, pre-trial hearings, motion hearings, arraignments, review hearings, small claim hearings, investigation calendars, anti-harassment and infraction hearings.

### GROUP HEALTH COOPERATIVE, Seattle, WA 2015-2016

**Director of Labor Relations**, 2016/Sr. Employee and Labor Relations Consultant, 2015 Provided authoritative contract and policy interpretation on multiple collective bargaining agreements.

- Represented employer in step 3 grievances and as first chair in arbitration hearings.
- Conducted trainings on the contract interpretation and implementation.
- Provided consultation to management on strategic staffing plans, recruitment, compensation, employee and labor relations.
- Performed in-depth investigations into complaints related to employee misconduct.

### TUKWILA SCHOOL DISTRICT, Tukwila, WA 2013 -2015

### **Executive Director of Human Resources and General Counsel**

Directed the operations of the District's human resources department.

Provided consultation to management on strategic staffing plans, recruitment, compensation, benefits, workers comp and L &I claim, training, employee development, budget, employment, labor, special education/Student 504, civil rights, risk management, contracts, premises liability, employee and labor relations, including negotiating and administering labor agreements.
 Served as the District's EEO. Title IX, and Public Reserved as the District's EEO.

• Served as the District's EEO, Title IX, and Public Records officer.

### PROVIDENCE HEALTH AND SERVICES/SWEDISH MEDICAL CENTER 2011-2013

Sr. Human Resources Consultant, Renton, WA, 2012-2013

Human Resources Business Partner Manager, Sr. Advisor, Seattle, WA, 2011-2012

Proactively managed employee and labor relations issues to reduce employee concerns and union grievances.

• Implemented investigations on alleged violations of the employer's policies; and brokered other HR services (compensation, employment, leave management) as necessary to achieve identified customer goals.

• Prepared and reviewed written responses to complaints filed with EEOC, State of WA Human Rights Commission, NLRB, DOL, and other outside civil rights agencies.

### SEATTLE PUBLIC SCHOOLS, Seattle, WA 2001 - 2011

### Deputy General Counsel, 2001-2011

Responsible for daily management on employment and labor issues.

• Represented employer as first chair in court proceedings, arbitrations, and statutory hearings relating to the termination of union and at-will employment, civil rights discrimination, and unfair labor practices.

• Effected employee training; and provided counsel on FMLA, FLSA, ADA, ADEA, Title VII, Title IX, special education, sexual harassment, discrimination, investigation of employment misconduct, and handling difficult employees in the workplace.

• Responded to complaints filed with EEOC, WISHA, USDOL, OSHA, and the United States' Department of Education Office of Civil Rights.

• Designed an Adult Sexual Misconduct training, recognized by the United States' Department of Education as an outstanding training program on identifying sexual misconduct in the workplace.

### Interim Executive Director of Human Resources, 2010

Provided leadership in the management of human capital to meet the needs of the students.

• Maintained human resources policies and procedures; and ensured resolution of investigations, EEOC, labor and employment issues as the District's EEO Officer.

• Oversaw the coordination of District discrimination, harassment, employee 504 accommodation and misconduct investigatory processes; established resolution of allegations and complaints as well as disciplinary actions.

### PREVIOUS PROFESSIONAL EXPERIENCE

### SEATTLE HOUSING AUTHORITY, Seattle, WA.

### Deputy General Counsel | Acting General Counsel

Provided expert legal counsel on issues including employment and labor, residential landlord tenant (public housing and Section 8), fair housing, civil rights, risk management, contracts, insurance-related matters, premises liability, torts, construction, procurement, and real estate.

### THE DEFENDER ASSOCIATION, Seattle, WA

#### Staff Attorney

Defended clients charged with felonies and misdemeanor offenses in jury and bench trials in Seattle Municipal Court, Seattle District Court, King County Juvenile and Superior Court.

### **EDUCATION**

Juris Doctorate, University of Cincinnati College of Law. Cincinnati, OH Bachelor of Arts, Communications, Purdue University. West Lafayette, IN National Institute for Trial Advocacy Training, Seattle, WA

#### **PROFESSIONAL MEMBERSHIPS/LICENSES**

Washington State Bar Association

Federal Bar of the U.S. District Court for the Western District of Washington, United States Court of Appeals for the Ninth Circuit

Washington State Minority and Justice Commission, 2016 - present. District and Municipal Courts Judges' Association (DMCJA) representative.

Loren Miller Bar Association, Judicial Screening Committee; Co-Chair, 1999 Phillip Burton Scholarship Dinner; Member at Large, 1995-1996; Assistant Secretary, 1994-1995.

### **COMMUNITY ACTIVITES/ASSOCIATIONS**

Links, Inc., 1995 to present. Greater Seattle Chapter member. *Recording Secretary, Parliamentarian, By-Laws Chair, Scholarship to Youth Co-Chair, and Courtesy Chair* 

Delta Sigma Theta Sorority, Inc., 1983 to present. Seattle Alumnae Chapter member. Vice-President and Recording Secretary

Jack and Jill of America, Inc., 2001 to present. Seattle Chapter member. Parliamentarian, Bylaw Chair, and Financial Secretary

St. Paul School, 2006-2009. Seattle, WA. School Commission Member

UNCF (United Negro College Fund), 2007-2008, Seattle, WA. Leadership Council

Amara formerly Medina Children's Services, 1997 to 1999. Seattle, WA. Board of Directors University of Washington School of Law. 2003. Seattle, WA. Professional Mentor Program. Mentor Mediation Services for Victims and Offenders. 1993 – 1994. Seattle, WA. Board of Directors, 1993-1996. Chairperson, 1994-1996; Vice Chairperson, 1993-1994.

Park Lake/White Center Boys and Girl Club. 1995-1996. King County, WA. Board of Directors Northwest Women's Law Center. 1995-1996. Seattle, WA. Legislation Committee Member Seattle University School of Law. 1994 and 1995. Seattle, WA. Video Mentor Program. Mentor Seattle University National and Local Moot Court Competitions. 1990, 1991, 1994, and 1995. Judge



### SUPERIOR COURT OF THE STATE OF WASHINGTON FOR THE COUNTY OF YAKIMA

Yakima County Courthouse 128 N. Second Street Yakima, Washington 98901

Honorable Douglas L. Federspiel Superior Court Judge, Dept. 3

May 31, 2019

### Re: Civil Legal Aid Oversight Committee

To whom it may concern,

I am writing to express my interest in the opening on the Civil Legal Aid Oversight Committee.

I have attached an admittedly dated resume, for which I apologize.

The Office of Civil Legal Aid conducts incredibly important work in the many meanings of the expression. I have a professional and personal interest in advancing the public's access to the courts, and to all processes and rights available to everyone who seeks justice – in whatever form that takes.

In addition to sitting as an elected Superior Court Judge in Yakima County, I also sit as a Trustee on the Superior Court Judge's Association, as well as a voting member of the Board of Judicial Administration (BJA).

One of my many committee assignments includes sitting on the Budget Committee for the BJA, and the "buffer" / "liaison" budget advisory board making ultimate budget recommendations to the State Supreme Court Budget Committee. (That is a newly formed board.) Over the past two years I have become familiar with the need for funding for many areas of our service to the public. Part of the process is balancing the tensions between all of the valuable needs of our various services and the pressures of lobbying for, securing and then allocating resources.

With the costs of legal representation increasing, the number of pro se litigants (at least I can speak for my area of Central Eastern Washington) is increasing. This situation places a number of pressures on the system as a whole for reasons I am comfortable we can all agree upon. The role of the Office of Civil Legal Aid will undoubtedly be asked, and perhaps tasked with providing a more robust array of services with the reality of insufficient resources. I do not envision the situation improving at least for the foreseeable future.

Of particular interest to me is the automated document assembly software currently being developed. In my opinion (again just mine) this has the potential to be invaluable to pro se litigants and to the overall justice system. Realizing it's current target is basic domestic relations motion practice, its ultimate potential is not only exciting (from my standpoint) but a tangible, material "sea change" that does not surface often in our arena.

I would be honored to be part of the oversight committee and leverage (to the extent I could) the information I acquire from the other boards to the collective benefit of advancing "access to justice" for those who often need it most.

If you have any questions, please do not hesitate to contact me at your convenience. And, it goes without saying, I appreciate your consideration of my interest in this position.

Sincerely,

Doug Federgoief Doug Federsp

Superior Court Judge, Yakima County

Douglas L. Federspiel 2 South 28<sup>th</sup> Avenue Yakima, WA 98902 (509) 480-2806

January 8, 2014

#### PERSONAL INFORMATION

Married to Suzanne Federspiel Two children, Ace & Grace Federspiel (8 years old)

Born on December 25, 1962 in Sudbury, Ontario, Canada Naturalized United States Citizen

#### **EMPLOYMENT HISTORY**

Superior Court Judge, Yakima County

Yakima County Superior Court 128 N. 2<sup>nd</sup> Street Yakima, WA 98901 (509) 574-2710

Elected in 2012 Began serving January 14, 2013

Previous Employment:

#### District Court Judge, Yakima County

Yakima County Superior Court 128 N. 2<sup>nd</sup> Street Yakima, WA 98901 (509) 574-1804

Elected in 2010 Began serving January 7, 2011

#### **General Counsel**

Wilkinson Corporation 212 N. Naches Ave. Yakima, WA 98902 Phone: (509) 965-4240

September 1, 2006 - January 6, 2011

#### Shareholder / Attorney

Velikanje, Moore & Shore, P.S. 405 E. Lincoln Yakima, WA 98902

August 1, 1989 - August 31, 2006 (Clerk Summer of 1988)

#### **BAR ASSOCIATIONS**

Washington State Bar Association, 1989 (WSBA # 19210)
United States District Court, Eastern District of Washington, 1990
United States Bankruptcy Court, Eastern District of Washington, 1990

United States Court of Appeals, Ninth Circuit, 1991

Yakama Nation Tribal Court, 1991

Additional memberships in associations:

Martindale Hubbell – AV Rated 5.0 / 5.0

American Bar Association (admitted 1990)

ABA National Conference of State Trial Court Judges

Washington State Bar Association, Indian Law Section

Fellow in the Litigation Counsel of America (by invitation)

The Sedona Conference, Working Group Member

The American Judges Association (AJA)

The National Judicial College

Mensa

#### EDUCATIONAL BACKGROUND

William O. Douglas Honors College (by invitation at the time) 1981 – 1984 (accounting / math.)

Whitman College 1984 – 1986 (BA Political Science) Scholar Athlete

Willamette College of Law 1986 – 1989 (JD)

#### **COMMUNITY ACTIVITIES**

The American Bar Association Section of Family Law honored me with a Pro Bono Award of 2003 at its national conference in Seattle. It resulted from a yearlong commitment I made to take one full domestic case a month on a pro bono basis.

I have hosted the National Night Out Block Party for the last six years. When my wife and I purchased our home from our family friend, Federal Magistrate James Hovis, we inherited the tradition of hosting the neighborhood block party. It has been a rewarding experience to interact with the local police and fire departments.

My family hosts Japanese Soldiers in a cultural exchange program through the Yakima Training Center. Once a year we host a group of soldiers from Japan providing them with "a day with an American family". We have enjoyed this opportunity over the last several years and look forward to continuing this tradition into the future.

Yakima Chapter of the American Red Cross, former member of the Board of Directors.

Kidney Foundation, Yakima Chapter. I was heavily involved in the Cadilac Invitational which was the primary fundraiser for this organization.

Mentored a local high school mock trial team for their state competition

Leadership Yakima (a one-year program)

Citizens Committee for the Yakima Herald Republic newspaper (a one-year commitment)

I supported a partnership between Camp Roganunda and the Toppenish no-kill animal shelter.



#### Washington State Civil Legal Aid Oversight Committee

1112 Quince St. SE Olympia, WA 98504 MS 41183 360-704-4135

Hon. Greg Tripp, Chair (Spokane County Dist. Ct. Ret.) Rep. Drew Stokesbary (R-31) Rep. Laurie Jinkins (D-27) Sen. David Frockt (D-46) Sen. Ann Rivers (R-18) Taylor Wonhoff (Office of the Governor) Hon. G. Helen Whitener (Pierce County Superior Court) Hon. Rebecca Pennell (Ct. of App., Div. 3) Sarah Augustine (Yakima) Theodore Grammount (Longview)

To: Board for Judicial Administration

From: Jim Bamberger, Director Taylor Wonhoff, Vice-Chair/Chair-Elect, Civil Legal Aid Oversight Committee

Re: BJA Appointment to the Civil Legal Aid Oversight Committee

Date: June 3, 2019

Pursuant to RCW 2.53.010, the BJA appoints two members to the Civil Legal Aid Oversight Committee. The term of one of the current BJA appointed members – Spokane County District Court Judge Greg Tripp (Ret.) – expires June 30, 2019. He is not eligible for reappointment. Judge Tripp, who serves as Chair of the Oversight Committee, is out of the country. Vice-Chair Taylor Wonhoff joins in the comments outlined herein.

In response to the Notice of Position Vacancy circulated by the BJA, two judicial officers have submitted letters of interest to be appointed for a three year term on the Oversight Committee: Judge Faye Chess of the Seattle Municipal Court and Judge Douglas Federspiel of the Yakima County Superior Court. While the Oversight Committee believes the appointment of either would be welcome (and we are grateful for their interest), for the reasons below, we encourage the BJA the appoint Judge Chess to this position.

- The Oversight Committee is deeply committed to diversity and inclusion, has embraced the <u>REJI Race Equity Acknowledgments and Commitments</u>, and seeks to involve individuals with lived experiences that reflect disproportionately underserved low-income communities of color in our state. As a woman, former executive, and judge of color, Judge Chess meets this stated objective. She will bring substantial expertise to the Oversight Committee's efforts to employ a race equity perspective in discharging its statutory responsibilities.
- 2. The Oversight Committee seeks diversity of judicial perspective. All three levels of court are represented on the Committee. The BJA's other appointee Div. III Court of Appeals Judge Rebecca Pennell represents the appellate bench. One of the Supreme Court's appointees Pierce County Superior Court Judge G. Helen Whitener represents the Superior Courts. During his tenure, Judge Tripp effectively brought a CLJ perspective to the Oversight Committee. Judge Chess would continue to do so from a different perspective that of a municipal court judge.





#### Board for Judicial Administration (BJA) Meeting Friday, May 17, 2019 (9 a.m. – 12 p.m.)

AOC SeaTac Office, 18000 International Blvd, Suite 1106, SeaTac

#### DRAFT MEETING MINUTES

#### **BJA Members Present:**

Chief Justice Mary Fairhurst Judge Judy Rae Jasprica, Member Chair Judge Doug Federspiel Judge Gregory Gonzales Judge Dan Johnson Judge Robert Lawrence-Berrey (by phone) Judge Mary Logan Judge David Mann Judge Judith Ramseyer (by phone) Judge Kevin Ringus Dawn Marie Rubio Judge Michael Scott Judge Laurel Siddoway (by phone) Justice Charles Wiggins (by phone)

#### **Guests Present:**

Jim Bamberger Sophia Byrd McSherry Pam Hartman-Beyer (by phone) Sonya Kraski Joanne Moore Dawn Williams Margaret Yetter

Public Present: Page Carter

## Administrative Office of the Courts (AOC) Staff Present:

Jeanne Englert Sharon Harvey Penny Larsen Dirk Marler Dory Nicpon Ramsey Radwan Caroline Tawes

#### Call to Order

Chief Justice Fairhurst called the meeting to order at 9:00 a.m. The members introduced themselves.

#### Supreme Court Presentation

Chief Justice Fairhurst presented information on the Supreme Court, including the number of case filings and the duties of the justices. She encouraged the BJA members to listen to the State of the Judiciary address as it sets the tone for the judicial branch and how it relates to other branches of government.

#### Standing Committee Reports

**Budget and Funding Committee (BFC):** Judge Logan said the lack of funding in the budget for the Court System Education Funding Task Force was disappointing but they

Board for Judicial Administration Meeting Minutes May 17, 2019 Page 2 of 5

will continue to ask for funding. The Interpreter Services Task Force request was funded. Mr. Radwan reviewed the biennial budget information distributed at the meeting.

**Court Education Committee (CEC):** The Court System Education Funding Task Force received no funding. Judge Jasprica hopes the BJA will continue supporting the Task Force. Because conferences often occur near the end of the fiscal year, the CEC added clarifying language to its bylaws to require reimbursements requests be submitted within 30 days of completion of the conference, or by June 30, whichever is first. The CEC progress report was included in the meeting materials.

**Legislative Committee (LC):** Staff reviewed nearly 3,000 bills during the legislative session and are now working on implementation. Nearly one third of the bills had impact on or were of interest to the courts. AOC staff are reviewing 137 bills for implementation. The Uniform Guardian Act (UGA) bill and the bill regarding the Washington State Bar Association (WSBA) were discussed.

**Policy and Planning Committee (PPC):** The PPC met in March and is exploring BJA membership diversity.

#### Office of Public Defense (OPD)

Joanne Moore reviewed the history and mission of the OPD. The 2017 OPD Annual Report was included in the meeting materials. Chief Justice Fairhurst asked about the possibility of sharing training resources and information with the CEC. There was a discussion on collaborating on training and funding.

#### BJA Task Force Updates

The kick off for the Court Security Task Force was on April 24. The Task Force would like to make sure the incident report log on Inside Courts is current and complete. The Task Force plans to meet online in addition to two in-person meetings each year.

The Court System Education Funding Task Force and the Interpreter Services Funding Task Force will both meet on June 10 to evaluate activities and determine next steps. There was a brief discussion on the legislative funding strategy. Justice Wiggins volunteered to participate in future outreach efforts.

Jeanne Englert distributed a survey that requested feedback on Task Force work and activities in 2018. Members were asked to complete the survey and return it by the end of the meeting or by email Additional information will be shared at the June meeting after the Task Forces meet.

Board for Judicial Administration Meeting Minutes May 17, 2019 Page 3 of 5

#### BJA Ad Hoc Committees

A red-lined copy of the BJA Rules (BJAR) and of the BJA Bylaws that included recommended edits, as well as a copy of each with the changes accepted, were included in the meeting materials. If the Rules are approved at this meeting they will go through the rules process.

#### It was moved by Judge Ringus and seconded by Judge Johnson to approve the BJA Rules as revised. The motion carried unanimously with Justice Wiggins abstaining.

#### It was moved by Judge Ringus and seconded by Judge Jasprica to approve the BJA Bylaws as revised. The motion carried unanimously with Justice Wiggins abstaining.

Amendment dates in each document will be updated.

The members discussed the open enrollment proposal for BJA committee assignments. Jeanne Englert asked the members to discuss this information at their court level by May 30 so that any changes can be approved at the June 14 BJA meeting.

Judge Ringus pointed out that, under the required membership for the Legislative committee, "BJA Member Chair" should be listed behind "Membership also includes..."

#### Judicial Leadership Summit 2018 Follow Up

Four questions from the 2018 Judicial Leadership Summit were included in the meeting materials for further discussion. The BJA members broke into four groups that each discussed one question. Ideas from the groups included:

Question 1: How do courts plan for turnover of judicial officers and administrators?

- It depends on the size of the court;
- some courts have a mentoring program;
- there should be a systematic way to deliver materials from the Judicial College to judges who start between Judicial College programs.

<u>Question 2</u>: How do you integrate new judicial officers and court administrators into the specific court culture/environment?

- Integration shadowing, pro tem pamphlets, etc.;
- more education regarding GR 29, especially at the Judicial College;
- establish working relationships with the sheriff's office, police department, and other partners regarding the court's role.

<u>Question 3</u>: How do you recruit and retain judicial officers and court administrators?

- Think about talent and diversity;
- recruit from inside, looking at desire and ability.

Question 4: How are new judicial officers and court administrations trained?

Board for Judicial Administration Meeting Minutes May 17, 2019 Page 4 of 5

- Court orientation and training for new judicial officers;
- how could this be captured for other courts and states?

#### **BJA Business Account**

It was moved by Judge Ringus and seconded by Judge Jasprica to remove Dory Nicpon as signer on the BJA Business Account and retain Jeanne Englert and Dirk Marler as signers on the BJA Business Account. The motion carried unanimously.

It was moved by Judge Scott and seconded by Judge Jasprica to approve the revised policies and procedures for the BJA Business Account. The motion carried unanimously.

#### March 15, 2019 Meeting Minutes

It was moved by Judge Jasprica and seconded by Judge Ringus to approve the March 15, 2019 BJA meeting minutes. The motion carried unanimously.

#### Information Sharing

The DMCJA Board Retreat is this weekend.

Judge Logan and Dawn Marie Rubio will be attending the 2019 Conference of Chief Justices (CCJ)/Conference of State Court Administrators (COSCA) Western Region Summit next week with representatives from all trial court levels.

Jeanne Englert reminded the members that the June meeting will begin at 8:30 a.m. and will be held in the meeting room on the Lower Plaza level.

Judge Scott has been talking to jurors about fast and slow thinking and will provide that information to the BJA members.

The Clerks' Conference is in Spokane from June 24–27. Sonya Kraski's last day as a clerk will be December 31, 2019.

Dawn Williams will become the District and Municipal Court Management Association (DMCMA) president at the DMCMA conference next week.

The Access to Justice Conference is June 14–16 in Spokane.

#### <u>Other</u>

There being no further business, the meeting was adjourned at 11:58 a.m.

#### Recap of Motions from the May 17, 2019 Meeting

Motion Summary	Status
Approve the BJA Rules as revised.	Passed
Approve the BJA Bylaws as revised.	Passed
Remove Dory Nicpon as signer on the BJA Business	Passed
Account and retain Jeanne Englert and Dirk Marler as	
signers on the BJA Business Account.	
Approve the revised policies and procedures for the BJA	Passed
Business Account.	
Approve the March 15, 2019 BJA meeting minutes.	Passed

#### Action Items from the May 17, 2019 Meeting

Action Item	Status
Members were asked to complete a survey requesting feedback on BJA meetings and activities in 2018 and return it to Jeanne Englert by the end of the meeting or by email. A report will be available at the June meeting.	Done
Jeanne Englert asked the members to discuss the open enrollment proposal for BJA committee assignments at their court level by May 30 so this proposal can be voted on at the June 14 BJA meeting.	
<ul> <li>March 15, 2019 BJA Meeting Minutes</li> <li>Post the minutes online.</li> <li>Send minutes to the Supreme Court for inclusion in the En Banc meeting materials.</li> </ul>	Done Done



## **Outgoing BJA and Committee Members 2019**

# Thank you to the following members for their commitments and contributions to the BJA and committees.

## **Board for Judicial Administration**

Justice Charles Wiggins Judge Judy Jasprica Judge Blaine Gibson Judge Rebecca Robertson Judge Laurel Siddoway Paula Littlewood Bill Picket (09/2019)

## **Court System Education Funding Task Force**

Judge Stephen Dwyer

### **Court Education Committee**

Judge Judy Jasprica Darryl Banks

## **Legislative Committee**

Judge Blaine Gibson Judge Rebecca Robertson Judge Laurel Siddoway Judge Judy Jasprica

## **Policy and Planning Committee**

Judge Rebecca Robertson Judge Catherine Moore William Hyslop Judge Laurel Siddoway

