



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

MEETING MINUTES

BJA Members Present:

Chief Justice Debra Stephens
Judge Greg Gonzales, Member Chair
Judge Doug Federspiel
Judge Michelle Gehlsen
Justice Steven González
Judge Dan Johnson
Judge David Kurtz
Judge Linda Lee
Judge Mary Logan
Judge David Mann
Judge Sam Meyer
Judge Kevin Ringus
Dawn Marie Rubio
Judge Michael Scott
Judge Kitty Ann Van Doorninck

Guests Present:

Judge Beth Andrus
Ryan Archer
Jim Bamberger
Esperanza Borboa
Reiko Callner
Judge Doug Fair
Timothy Fitzgerald
Justice Sheryl Gordon McCloud
Robert Mead
Brooke Powell
Judge Rebecca Robertson
Dawn Williams

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

Crissy Anderson
Judith Anderson
Jeanne Englert
Sharon Harvey
Sondra Hahn
Stephanie Happold
Penny Larsen
Dirk Marler
Dory Nicpon
Ramsey Radwan
Caroline Tawes

Call to Order

Chief Justice Stephens called the meeting to order at 9:07 a.m. She thanked the BJA members for their patience while everyone learns the new video technology, and reviewed some helpful hints for using Zoom. She discussed reactions to the recent Supreme Court order. There was a discussion about court concerns in the current state of emergency.

Court of Appeals

The Court of Appeals offices are closed with a skeleton staff on site. The Court should have shifted completely to electronic records by the end of 2020, and web access to court records should be available by the beginning of 2021. Judge Mann encouraged everyone to visit the Court of Appeals 50th Anniversary website.

Standing Committee Reports

Budget and Funding Committee (BFC): Ramsey Radwan reviewed the 2020 Supplemental Budget Request items included in the meeting materials. The legislature was generous to the judicial branch in the budget, but there has been a drop in revenue and the budget may be at risk. There was a discussion on the possibility of emergency funding for video capabilities and other COVID-19 accommodations.

The 2021–23 biennium budget requests will move forward, although some dates may change. There will be an impact on revenue from the current health crises.

Court Education Committee (CEC): The Appellate Spring Program, the County Clerks Spring Program, the Superior Court Judges' Association (SCJA) and Association of Washington Superior Court Administrators' (AWSCA) Spring Programs, and the Juvenile Court Administrators' Spring Program have been canceled. Hotels are not charging cancellation fees. Some appellate and county clerk education programs will be held online, and options for superior court programs are being discussed. The Education Team has an Articulate license for developing online education, and Adobe Connect is still available.

The Judicial Assistance Services Program (JASP) is active and the peer counselors have good information. Judith Anderson thanked the Court Education Funding Task Force and Jeanne Englert for their work on securing funding for online education.

Legislative Committee (LC):

The 2020 Legislative session ended on March 12, having passed 386 bills. AOC staff analyzed all bills which could have had court impact. About a third of those bills passed.

As soon as the Governor either signs or vetoes the bills, implementation assignments will be made.

Proposals for the 2021 Legislative Agenda are invited from the court community. The Principal Policy Goals of the Judicial Branch and a Legislative Request Form were included in the meeting materials.

Judge Ringus thanked Dory Nicpon and Sondra Hahn for their work during the Legislative session.

It was moved by Judge Scott and seconded by Justice González to review and approve the updated Legislative Standing Committee Charter. The motion carried unanimously.

Policy and Planning Committee (PPC): The PPC is looking at the possibility of a Therapeutic Court Task Force, and is working on another priority for adequate funding for the Judicial Branch. To determine the meaning of adequate, equitable, and stable funding, the PPC may use surveys to assess funding needs and resources of the courts.

The PPC will also look at ways to increase BJA board diversity and assess the feasibility of developing a central pool of law clerks.

BJA Task Force Updates

Court Security Task Force: The Task Force submitted a court security funding request to the BJA for review and approval. The Task Force created a prioritized grant pool model for courts to apply for funding that would enable them to meet the seven minimum security standards of GR 36. The current statewide emergency situation may impact funding ability. The Task Force will also consider no-cost solutions, policy and procedures, and the court security toolkit.

It was moved by Judge Johnson and seconded by Judge Kurtz to approve the funding strategy/funding request of the Court Security Task Force. The motion carried unanimously.

Court Education Funding Task Force: The Legislature approved funding to develop and implement a statewide online delivery system for training court staff and judicial officers. Judge Fair thanked Jeanne Englert for arranging meetings with legislators. The Task Force is not considering a biennium budget package but will continue to explore other funds that may be re-directed to court education on an on-going basis.

Washington State Law Library Presentation

Rob Mead, Washington State Law Librarian, presented information on the growth and usage of the State Law Library. Library staff are currently working from home. Rob Mead described how the Library can assist courts and he would like to meet with court associations to discuss how the Library can meet the needs of the Judicial Branch. He plans to give a presentation on the Library at the District and Municipal Court Judges' Association (DMCJA) conference and the Annual Judicial Conference.

Washington State Commission on Judicial Conduct (CJC)

The CJC has been asked to explore options for interim suspension of judges in emergency situations. Reiko Callner, Executive Director of the Commission on Judicial Conduct, would like to consult with the BJA members about amending the CJC Rules of Procedure and the State Supreme Court Discipline Rules for Judges. The CJC also plans to consult with other stakeholders. After a discussion, Reiko Callner invited members to e-mail her or Judge Andrus with questions.

Gender and Justice Commission (GJC)

Justice Gordon McCloud reviewed the Anti-Harassment Model Policy developed by the GJC and a draft cover letter, both included in the meeting materials. A list of Frequently Asked Questions (FAQs) could also be included. There was a discussion on the difference between gossip among staff and reporting a concern.

It was moved by Justice González and seconded by Judge Kurtz to approve the GJC Anti-Harassment Model Policy.

There was a friendly amendment to change the reporting language to make a distinction between gossip and reporting in the cover letter, the policy, and FAQs. The motion carried unanimously.

February 21, 2020 Meeting Minutes

It was moved by Judge Scott and seconded by Justice González to approve the February 21, 2020, BJA meeting minutes. The motion carried unanimously.

Information Sharing

There was a discussion on how a shelter-in-place order might affect courthouses.

JASP counselors are available. The Associations were encouraged to send a reminder about JASP to their members.

The Department of Ecology has reached out for consultation on a new water rights adjudication.

Other

There being no further business, the meeting was adjourned at 11:53 a.m.

Recap of Motions from the March 20, 2020 Meeting

Motion Summary	Status
Review and approve the Legislative Standing Committee Charter.	Passed
Approve the funding strategy/funding request of the Court Security Task Force.	Passed
Approve the GJC Anti-Harassment Model Policy.	Passed
Friendly amendment to change the reporting language in the cover letter, the policy, and FAQs.	
Approve the February 21, 2020, BJA meeting minutes.	Passed

Action Items from the March 20, 2020 Meeting

Action Item	Status
<u>February 21, 2020, BJA Meeting Minutes</u> <ul style="list-style-type: none"> • Post the minutes online. • Send minutes to the Supreme Court for inclusion in the En Banc meeting materials. 	Done Done