



**Board for Judicial Administration (BJA) Meeting**  
**Friday, September 20, 2019, 9:00 a.m. – 12:00 p.m.**  
AOC SeaTac Office, 18000 International Blvd, Suite 1106, SeaTac

## MEETING MINUTES

### **BJA Members Present:**

Judge Greg Gonzales, Member Chair  
Judge Tam Bui  
Judge Doug Federspiel  
Judge Michelle Gehlsen (by phone)  
Judge Dan Johnson  
Judge Robert Lawrence-Berrey (by phone)  
Judge Linda Lee  
Judge Mary Logan  
Rajeev Majumdar  
Judge David Mann  
Judge Sam Meyer  
Terra Nevitt  
Judge Kevin Ringus  
Dawn Marie Rubio  
Judge Michael Scott  
Justice Debra Stephens  
Judge Kitty-Ann VanDoorninck

### **Guests Present:**

Pamela Harman-Beyer (by phone)  
Travis Jameson (by phone)  
Bill Pickett  
Kyle Sciuchetti  
Margaret Yetter  
Justice Mary Yu

### **Public Present:**

Page Carter

### **Administrative Office of the Courts**

#### **(AOC) Staff Present:**

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

### Call to Order

Judge Gonzales called the meeting to order at 9:00 a.m. and the members introduced themselves. Judge Gonzales thanked Bill Pickett for his contributions to the BJA.

### BJA Orientation

Judge Gonzales announced that this meeting is the new member orientation, and he discussed the mission and goals of the BJA as well as the responsibilities of the members on page 6 of the *Member Guide*. Judge Gonzales reviewed other sections of the *Member Guide*.

Priorities from the Judicial Leadership Summit (JLS) that the BJA members will work on include:

- Speaking in a unified voice: all judicial branch stakeholders should be involved in this goal. A strong written policy from BJA would be helpful.

- Building relationships: Members should work on building strong relationships with city and county governments and their local legislators. BJA members can develop a script to use when speaking with community members to help the community understand what the courts do.
- Diversity: Let the BJA know who might be able to help with this goal.

The members discussed the importance of an atmosphere at BJA meetings where members at all court levels feel comfortable contributing to the conversation. The Washington State Bar Association (WSBA) members plan to work on resolving conflicts between BJA and WSBA schedules so they can attend BJA meetings and be part of the conversation as well.

The meeting participants broke into small groups to discuss:

- What do you want to accomplish in the next year?
- How can we do it?
- How can BJA help?

Responses included:

- There is some concern that ideas from “outsiders” are not being taken seriously.
- The Judges in the Classroom program could be expanded to include faculty from the University of Washington, Sons of the Revolution, and text book authors at the University of Washington.
- It would be good for schools to understand how the court system works. There would be more support for the courts if the public were more knowledgeable.
- A centralized staff attorney program would be helpful for courts, especially the smaller, rural courts.
- The conversation on adequate court funding starts at the local level. Develop legislators and local authorities as resources. Approach local resources before going to the state.
- According to one of the BJA member feedback comments, the outside community has a low opinion of BJA. Our message and how it is projected is important.
- Make sure the BJA message is communicated to outside stakeholders.
- Build on small wins.
- There should be safety zones within the physical court structure and surrounding areas.
- Promote the use of automated forms.
- We need funding champions.
- There needs to be on-going funding for court education.
- Invite county council members and legislators to visit courts.
- Build a judicial infrastructure and ensure funding for it.
- Create a list of legislators and county officials who need to be contacted, when to contact them, and what to say to them.

### Annual Picture

The BJA annual group photo was postponed until the October meeting.

### Presentation: Public Trust and Confidence Committee (PTC)

Justice Yu distributed a report on the PTC and gave an overview of the work of the committee. She asked the BJA to consider a resolution or court rule to declare courthouses a safe place.

### Standing Committee Reports

**Budget and Funding Committee (BFC):** The Uniform Guardian Act (UGA) was not fully funded. Ramsey Radwan reviewed the 2020 supplemental budget request on page 8 of the meeting materials. There may be some adjustments to the budget request before May 2020, including funding for the UGA.

**Court Education Committee (CEC):** Judge Gonzales reviewed the CEC report included in the meeting materials.

**Legislative Committee (LC):** The LC discussed the JLS at their September 9 conference call. Dory Nicpon reviewed the LC report on page 12 of the meeting materials.

**Policy and Planning Committee (PPC):** The last written PPC report was submitted to the BJA after the June PPC Meeting. The PPC is discussing diversity on the BJA and the process to identify initiatives for BJA consideration.

### BJA Task Force Updates

The Court Security Task Force developed a survey to collect data on court security needs. Twenty Superior Courts currently have no security screening. The Task Force is developing questions to determine what kind of security makes sense for each courthouse.

Justice Stephens will include court security incident reporting in her welcoming remarks at the upcoming Annual Judicial Conference. Penny Larsen will e-mail a reminder to courts to report or continue reporting court security incidents, and Margaret Yetter has been reminding court administrators and judges to report security incidents.

Jeanne Englert reviewed the work of the Court System Education Funding Task Force and the Interpreter Services Funding Task Force. The Court System Education Funding Task Force members are currently looking for additional champions in the Legislature and court community, as well as examining more funding options.

The Interpreter Services Funding Task Force will continue its work for a limited time. There will be a more complete presentation on the work of the Task Forces at the October BJA meeting.

#### Judicial Leadership Summit Follow-Up

A summary of the recommendations from the Judicial Leadership Summit was included on page 19 of the meeting materials.

BJA members will review:

- What resources are available for the recommendations?
- Which recommendations do we want to bring forward?
- What other information is available?

Members were asked to discuss their thoughts and reactions to JLS recommendations. At a future meeting, members may make a motion to move forward all or some of the recommendations. Which of the top six or eight do the members want to push forward? What do the members want and how are we going to get there? The Justice in Jeopardy materials may be useful information for future campaigns.

There was a discussion about how a group looking at funding might be structured. There was some hesitation to add another ad hoc committee, and there was a suggestion that a funding group might be housed under the PPC or BFC.

**It was moved by Judge vanDoorninck and seconded by Judge Ringus to give the PPC a charge to look at funding as an initiative for further investigation, including looking at the previous Justice in Jeopardy materials, and report back at a future BJA meeting. The motion carried unanimously.**

#### 2020 BJA Meeting Schedule

**It was moved by Judge Logan and seconded by Judge Scott to approve the 2020 BJA meeting schedule included in the meeting materials. The motion carried unanimously.**

#### June 21, 2019 Meeting Minutes

**It was moved by Judge Ringus and seconded by Judge Logan to approve the June 21, 2019, BJA meeting minutes. The motion carried unanimously.**

#### Other Business

Jeanne Englert noted that other JLS conversation points, including access to justice and a behavioral health recommendation, will be moved to the October meeting.

Information Sharing

- The Annual Judicial Conference begins on Sunday. There are 206 attendees.
- Judge Logan is the co-chair of the E2SHB 1517 Domestic Violence Work Group. She requested input from the BJA members.
- The Court of Appeals 50<sup>th</sup> Anniversary celebrations will be held in early October.
- The District and Municipal Court Management Association regionals will be held in October. Staff are encouraged to attend.
- Dawn Marie Rubio will be attending the National Leadership Summit in Minneapolis next week.
- Judge Brett Buckley is receiving an APEX Award.

Other

There being no further business, the meeting was adjourned at 12:01 p.m.

**Recap of Motions from the September 20, 2019 Meeting**

<b>Motion Summary</b>	<b>Status</b>
Give the PPC a charge to look at funding as an initiative for further investigation, including looking at the previous Justice in Jeopardy materials, and report back at a future BJA meeting.	Passed
Approve the 2020 BJA meeting schedule.	Passed
Approve the June 21, 2019, BJA meeting minutes.	Passed

**Action Items from the September 20, 2019 Meeting**

<b>Action Item</b>	<b>Status</b>
The PPC will provide recommendations to the BJA to increase diversity before the end of the year.	
The Interpreter Services Funding Task Force will create a lessons learned report that will be presented to the BJA in October.	
There will be a more complete presentation on the work of the Court System Education Funding and Interpreter Services Funding Task Forces at the October BJA meeting.	
The PPC will review the Justice in Jeopardy materials for useful information regarding the JLS recommendations.	

<b>Action Item</b>	<b>Status</b>
<u>June 21, 2019 BJA Meeting Minutes</u> <ul style="list-style-type: none"><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