



Board for Judicial Administration (BJA)

Strategic Initiative Charter

REMOTE PROCEEDINGS WORK GROUP

I. Title:

BJA Remote Proceedings Work Group

II. Authority:

Board for Judicial Administration (BJAR) Rule 1

III. Goal:

The goal of this strategic initiative is to develop guidance to courts for conducting remote and hybrid proceedings and promote standardization of best practices in order to increase access and efficiency throughout the state.

IV. Charge, Deliverables and End Date:

The BJA Remote Workgroup is formed to assess the current state of remote and hybrid practices, determine the types of proceedings that work well with remote or hybrid model, develop guidelines and best practices, and pursue legislative funding as needed.

The Work Group shall:

- 1) Conduct assessment of the remote and hybrid practices currently used by courts across the state.
- 2) Utilize information and recommendations from the Remote Jury Trials Work Group, Resuming Jury Trials Work Group, and the Court Recovery Task Force.
- 3) Gather information on guidelines and best practices from court systems in the nation.

- 4) Identify promising practices and develop implementation recommendations.
- 5) Draft guidelines that encourage standardization of practices.
- 6) Examine current court rules and emergency orders to develop new court rule and/or revise existing court rules.
- 7) Explore funding options and existing resources for training and support on technology and court management functions.
- 8) Provide ongoing reports to the BJA on task force efforts and identify future task force or ongoing committee work.

This charter shall expire on June 30, 2024.

V. Membership:

Following is a recommended membership list. Final membership will be determined by the Co-chairs of the task force.

Co-Chairs:

One Superior Court Judges' Association representative
One District and Municipal Court Judges' Association representative

Membership:

- Two representatives from Superior Court Judges Association
- Two representatives from the District and Municipal Court Judges' Association (one Municipal court judge and one District court judge)
- One appellate Judge
- One representative from the Association of Washington Superior Court Administrators
- Two representatives from District and Municipal Court Management Association
- One representative from the Washington Association of Juvenile Court Administrators
- One representative from the Washington State Association of County Clerks
- One AOC representative affiliated with Judicial Information Services
- One representative from Office of Civil Legal Aid
- One representative from Office of Public Defense
- One representative from Northwest Justice Project
- One representative from Access to Justice Board
- One civil attorney from WSBA

- One criminal attorney from WSBA
- Two court information technology specialists

VI. Entities to Consult or Coordinate with:

- Washington State Center for Court Research
- Washington State Bar Association
- Washington Association of Prosecuting Attorneys
- Defenders Associations
- Administrative Office of the Courts Judicial Information System Committee

VII. Staff Support:

The Task Force shall be provided support by:

- BJA Administrative Manager
- BJA Senior Court Program Analyst
- BJA administrative support

VIII. Budget:

Support for travel and meeting expenses shall be provided from funds allocated to the BJA by the Administrative Office of the Courts.

Adopted: May 20, 2022