



## Board for Judicial Administration

### COURT SECURITY STANDING COMMITTEE CHARTER

**I. Title:**

Court Security Committee

**II. Authority:**

Board for Judicial Administrative Rules (BJAR 3)

**III. Purpose:**

The Court Security Committee shall serve as a statewide forum for enhancing the security of the courts. Responsibilities shall include: reviewing and recommending revisions to Washington's court security guidelines and General Rule 36; creating a model protocol for court safety planning; investigating funding sources for improving court security; and regularly reviewing the security guidelines, local court security measures and evaluating the evolving security risks.

**IV. Charge and Deliverables:**

The BJA Court Security Committee shall:

- a. Review and analyze all statewide court security surveys, research, and past court security initiatives and activities.
- b. Assess court security needs and identify tools to address court security needs.
- c. Identify court efforts to meet GR 36 Minimum Security Standards.
- d. Assist courts to implement best practices for court security.
- e. Coordinate the provision of mentoring, partnering, and/or educational opportunities for courts needing increased security in order to maximize resources.

- f. Assess funding needs and explore funding options. Explore granting opportunities to assist in securing equipment and funds for capital improvements that will be needed for security improvement.
- g. Provide analyses and recommendations to the BJA on any matters referred to the standing committee pursuant to the bylaws of the Board.

**V. Membership:**

The BJA Chairs shall nominate for the Board's approval the chair and members of the committee. The chair will serve a two-year term and rotate between the SCJA and the DMCJA. Committee members will be represented from the following and selected based on a process established by their respective associations or court level which considers demonstrated commitment to improving the courts, racial and gender diversity as well as geographic and caseload differences. The Board for Judicial Administration, by majority vote of the representative members may appoint the following members:

Membership:

- One representative 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 Court representative
- One representative from the Association of Washington Superior Court Administrators
- One representative 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 at large member from Washington Association of Sheriffs & Police Chiefs
- One representative Court Security Officer
- One representative from Supreme Court

**VI. Term Limits**

The term of standing committee members shall be two years. Each committee member may be reappointed by the BJA to additional two-year term(s). Term should be consistent with a member's term on BJA or

commensurate with the term in the office that compels participation on the Court Security Committee.

**VII. Entities to Consult or Coordinate with:**

- Superior Court Judges' Association
- District and Municipal Court Judges' Association
- Administrative Office of the Courts
- Washington State Center for Court Research
- Washington State Association of Counties
- Association of Washington Cities
- Victim Advocacy Organizations
- Washington Association Prosecuting Attorneys
- Office of Public Defense
- Washington Bar Association
- BJA Legislative Committee
- BJA Policy and Planning Committee

**VIII. Support:**

AOC Court Security Consultant shall provide the project management and administrative support. The BJA shall provide funding support, in an amount to be determined.

**IX. Reporting Requirements:**

The Court Security Committee will report at each regularly scheduled BJA meeting.

**X. Recommended Review Date**

Upon reconvention and every two years thereafter

*Adopted:*

*September 19, 2023*