



**DISTRICT AND MUNICIPAL
COURT JUDGES' ASSOCIATION**

BOARD MEETING

DECEMBER 13, 2019

**AOC SEATAC OFFICE
SEATAC, WASHINGTON**

DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION SCHEDULE OF BOARD MEETINGS

2019-2020

DATE	TIME	MEETING LOCATION
<i>Friday, July 12, 2019</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Aug. 9, 2019</i> CANCELLED	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Sunday, Sept. 22, 2019</i>	9:00 a.m. – 12:00 p.m.	2019 Annual Judicial Conference, Vancouver, WA
<i>Friday, Oct. 11, 2019</i> CANCELLED	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Nov. 8, 2019</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Dec. 13, 2019</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Jan. 10, 2020</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, Feb. 7, 2020</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, March 13, 2020</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, April 10, 2020</i>	12:30 – 3:30 p.m.	AOC SeaTac Office Center
<i>Friday, May 8, 2020 & Saturday, May 9, 2020</i>	May 8: 12:00-5:00 p.m. May 9: 9:00-1:00 p.m.	2020 DMCJA Board Retreat, Location: TBD
<i>May/June 2020 – TBD</i>	9:00 a.m. – 12:00 p.m.	2020 DMCJA Spring Conference, Location: Spokane, WA

AOC Staff: Sharon Harvey

Updated: October 3, 2019



DMCJA BOARD MEETING
FRIDAY, DECEMBER 13, 2019
12:30 PM – 3:30 PM
AOC BUSINESS OFFICE
SEATAC, WA

PRESIDENT SAMUEL MEYER

AGENDA

PAGE

Call to Order

General Business

- A. Minutes
 - 1. November 8, 2019 1-6
- B. Treasurer's Report 7-21
- C. Special Fund Report 19
- D. Standing Committee Reports
 - 1. Legislative Committee 22-23
 - 2. Rules Committee – Meeting Minutes for October 23, 2019
- E. Judicial Information System (JIS) Report – *Vicky Cullinane*

Liaison Reports

- A. Board for Judicial Administration (**BJA**) – *Judges Kevin Ringus, Mary Logan, Dan Johnson, and Tam Bui*
- B. District and Municipal Court Management Association (**DMCMA**) – *Ms. Dawn Williams*
- C. Misdemeanant Probation Association (**MPA**) – *Ms. Stacie Scarpaci*
- D. Superior Court Judges' Association (**SCJA**) – *Judge Judith Ramseyer*
- E. Washington State Association for Justice (**WSAJ**) – *Sean Bennet Malcolm, Esq.*
- F. Washington State Bar Association (**WSBA**) – *Kim E. Hunter, Esq.*

Discussion

- A. Court System Education Funding Task Force Presentation – Judge Douglas Fair 24-29
- B. Social Media (Facebook, Twitter, etc.): Public Outreach Committee request to create DMCJA Facebook Page
- C. Petition to Change Name – Washington Attorney General Office's concerns regarding practices in Washington State District Courts

D. Ratification of Board Commissioner Appointment	
<p>Information</p> <p>A. TVW is featuring Washington Courts. For interviews regarding district and municipal courts and therapeutic courts, please visit the following web links:</p> <ul style="list-style-type: none"> • https://www.tvw.org/watch/?eventID=2019111019 • https://www.tvw.org/watch/?eventID=2019111111 <p>B. DOL-Court Leadership Meeting Summary Letter</p> <p>C. DMCJA Public Outreach Committee Campaign to “Take Your Legislator to Work Week” is December 9-13, 2019. Please invite your local or state official to visit your court.</p> <p>D. On December 20, 2019, Judge Meyer and Judge Robertson will meet with King County Superior Court regarding Judicial Access to court documents.</p>	30-32
<p>Other Business</p> <p>A. The next DMCJA Board Meeting is January 10, 2020, 12:30 p.m. to 3:30 p.m., at the AOC SeaTac Office Center.</p>	
Adjourn	



DMCJA Board of Governors Meeting
Friday, November 8, 2019, 12:30 p.m. – 3:30 p.m.
AOC SeaTac Office
SeaTac, WA

MEETING MINUTES

Members Present:

Chair, Judge Samuel Meyer
Judge Linda Coburn
Judge Thomas Cox (phone)
Judge Robert Grim (phone)
Judge Drew Ann Henke
Commissioner Rick Leo
Judge Aimee Maurer (phone)
Judge Jeffrey Smith
Judge Laura Van Slyck

Guests:

Judge Tam Bui, BJA
Judge Kevin Ringus, BJA
Judge Glenn Phillips
Judge Kimberly Walden (phone)
Stacie Scarpaci, MPA
Judge Judith Ramseyer, SCJA (phone)
Dawn Williams, DMCMA

Members Absent:

Judge Michelle Gehlsen
Judge Tyson Hill
Judge Rebecca Robertson
Judge Charles Short
Commissioner Paul Wohl

AOC Staff:

Ms. J Benway
Ms. Vicky Cullinane
Ms. Sharon R. Harvey

CALL TO ORDER

Judge Meyer, District and Municipal Court Judges’ Association (DMCJA) President, noted a quorum was present and called the DMCJA Board of Governors (Board) meeting to order at approximately 12:30 p.m. Judge Meyer asked meeting attendees to introduce themselves.

GENERAL BUSINESS

A. Minutes

The Board moved, seconded, and passed a vote (M/S/P) to approve the Board Minutes for September 22, 2019. Judge Cox and Judge Grim, both absent for the September meeting, abstained from voting.

B. Treasurer’s Report

M/S/P to approve the Treasurer’s Report. Commissioner Leo informed that the report is located in meeting materials. Judge Ringus had a question regarding the six hundred fifty-seven dollars and seventy-three cents (\$657.73) in parentheses included in the 2020 Conference Incidental Fees line item. The parentheses appear to be used for monies taken from the account. Ms. Harvey informed that this is the amount in unclaimed funds that the Board voted to deposit into the 2020 Conference Incidental Fees line item, during the 2019 DMCJA Board Retreat.

C. Special Fund Report

Judge Short, Special Fund Custodian, was unavailable for the meeting, therefore, Judge Meyer deferred the report to the December Board meeting. Thus, there are two reports to approve at the December Board meeting.

D. Standing Committee Reports

1. Education – Committee voted to purchase Judge Chip Small’s book for DMCJA judges attending Judicial College

Judge Meyer informed the Board that the DMCJA Education Committee voted to purchase retired Judge Chip Small's book, "You Are Not A Lawyer Anymore," for DMCJA members attending Judicial College.

2. Rules – Minutes for August 28, 2019

Judge Meyer informed that DMCJA Rules Committee Minutes for August 28, 2019 are available in meeting materials, and, that Ms. Benway, Administrative Office of the Courts (AOC) Staff for DMCJA Rules Committee, is available to answer any questions related to the Committee.

E. Judicial Information Systems (JIS) Report

Ms. Cullinane deferred to Judge Glenn Phillips and Judge Kimberly Walden for the courts of limited jurisdiction case management system (CLJ-CMS) Project report. Following up on questions from the last meeting regarding changes to what is seen in the Judicial Access Browser System (JABS) from the King County Clerk's Office, Ms. Cullinane reported that King County Superior Court orders dismissed or terminated before November 2018 will not appear in JABS, and that this is in compliance with the JIS Data Standards because the King County Clerk's Office chose not to load those orders into their new system, so that information does not flow to AOC's Enterprise Data Repository. Ms. Cullinane further informed that certain docket information from King County Superior Court is not available because that information was in free form text in JIS systems; free-form text is not easily convertible into new systems. Ms. Cullinane agreed to find out more details of the system regarding which types of information is unavailable because it was in free-form text, and which information is available because it is code based. She also informed of the Department of Licensing (DOL) decision to provide an additional gender identity choice, namely, "X." Washington State citizens now have three gender options for identification documentation, namely, M (male), F (female), or X (non-binary). She reported that because of the way JIS is designed, gender X will display in JIS systems as "U" (unknown).

LIAISON REPORTS

A. Board for Judicial Administration (BJA)

Judge Bui and Judge Ringus, BJA liaisons, reported on events from the October BJA meeting. During the meeting, Dawn Marie Rubio, State Court Administrator, and Carl McCurley, PhD, Washington State Center for Court Research (WSCCR), presented on judicial needs estimates. At present, the State Court Administrator is charged with performing an objective workload analysis. Judge Bui reported that BJA is supporting a court system education funding package and discussing online education options. Judge Ringus reported that the BJA is considering creating a new therapeutic courts task force. The BJA has created three task forces, thus far, namely: (1) Court System Education Funding Task Force, (2) Interpreter Services Funding Task Force, and (3) Courthouse Security Task Force. Judge Ringus, therefore, expressed concern that the BJA may be overextended with task forces. He further reported that the BJA voted to support a court education funding package during the short Legislative Session. The next BJA meeting is November 15, 2019. The Court Management Council (CMC) will join this meeting and present the court manager of the year award. Judge Ringus further reported that an Artificial Intelligence (AI) discussion is scheduled to follow the November BJA meeting.

B. District and Municipal Court Management Association (DMCMA)

Ms. Dawn Williams, DMCMA liaison, reported that the association is preparing for its annual conference in May 2020. During the annual conference, the DMCMA will celebrate its 50th Anniversary.

C. Misdemeanant Probation Association (MPA)

1. DMCJA Request for support letter
2. Substance Use Disorder (SUD) Treatment Provider Letter

This issue relates to SUD treatment providers failing to meet mandatory minimum standards for acceptable evaluations and compliance reports. Ms. Scarpaci, MPA liaison, reported that in 2006, Presiding Judges in King County district and municipal courts sent a letter to SUD treatment providers outlining what the courts expect regarding acceptable evaluations and compliance reports. Some SUD providers, however, have not complied, hence, the MPA requests DMCJA and DMCMA support to send a letter to SUD urging them to comply with mandatory minimum standards for evaluations and compliance reports. The draft letter is located in meeting materials. M/S/P to make a discussion item.

D. Superior Court Judges' Association (SCJA)

Judge Ramseyer, SCJA liaison, reported that the SCJA is gearing up for legislative session. Tom Parker, SCJA Lobbyist, is working with legislators on SCJA related issues, such as court education. Judge Ramseyer informed that the SCJA supports BJA Court System Education Funding Task Force's efforts. Judge Meyer expressed that the DMCJA is also in support of these efforts. Judge Meyer informed that Judge Michelle Gehlsen is the DMCJA liaison for the SCJA.

ACTION

- A. The Board moved, seconded, and passed a vote (M/S/P) to Oppose WSBA Proposal to Amend IRLJ 1.2 and 2.2
- B. M/S/P to support DMCJA Rules Committee Proposed New Rule CRLJ 82.5
- C. M/S/P to approve placing TCAB on hiatus.
- D. M/S/P to approve the DMCJA Public Outreach Committee Survey to be sent to the Presiding Judges listserv.
- E. M/S/P to (1) rename the DMCJA National Leadership Grant to the Chief Justice Mary Fairhurst National Leadership Grant, which has a budget amount of five thousand dollars (\$5,000), and, (2) encourage DMCJA members to donate to the Washington Judges Foundation.
- F. M/S/P to approve MPA's request for DMCJA to be added to MPA's letter requesting SUD treatment providers to perform mandatory minimum standards for acceptable evaluations and compliance reports submitted to district and municipal courts.

DISCUSSION

A. *Legal Financial Obligation (LFO) Remission Rule*

- 1. Proposed General Rule (GR) 38, Remission of Legal Financial Obligations – Clean Version
- 2. Proposed GR 38, Remission of Legal Financial Obligations – Redlined Version

Judge Meyer reported that Judge Steiner had an emergency and was unable to attend the meeting. The proposed rule is not time-sensitive, therefore, the topic is deferred to another meeting.

B. *DMCJA Rules Committee Recommendation to Oppose WSBA Proposal to Amend IRLJ 1.2 and 2.2*

The DMCJA Rules Committee requests the Board oppose a Washington State Bar Association proposal to amend Infraction Rules for Courts of Limited Jurisdiction (IRLJ) 1.2 and 2.2, which relate to initiation of an infraction case. The DMCJA Rules Committee maintains that the court filing date is the correct interpretation for the start of the speedy hearing clock, thus, no amendment is needed. In fact, the DMCJA Rules Committee suggests the WSBA amendments would create alternative start times for the speedy hearing clock based upon how the notice of infraction (NOI) was issued to the defendant. The Board had a robust discussion regarding the issue. M/S/P to make this an action item.

C. *DMCJA Rules Committee Proposed New Rule CRLJ 82.5*

This rule was inspired by Judge Rebecca Robertson, who thought it may be a good idea for courts of limited jurisdiction (CLJs) to have a court rule similar to Superior Court Civil Rule (CR) 82.5 in order to address state-tribal court jurisdiction and communication. Although jurisdictional concerns and communication between CLJs and tribal courts are infrequent, the DMCJA Rules Committee by general consensus agreed that it would be

helpful to have a rule when the need arises. The Board discussed whether to approve the DMCJA Rule Committee's proposed new rule CRLJ 82.5, *Tribal Court Jurisdiction*, which is congruent to CR 82.5. M/S/P to make an action item.

D. Proposed Court Rule regarding Immigration Enforcement

Judge Meyer reported that Washington State civil liberties groups have joined together to propose a rule to address civil arrest privilege in Washington State. The rule seeks to prevent federal agents from arresting alleged immigration violators at state courthouses, and, travelling to and from state courthouses. The Rule is in draft form, and, Judge Meyer expressed that the topic is to inform the Board of what rule may be submitted for comment by civil liberties groups in Washington State. Judge Coburn, DMCJA liaison for the Minority and Justice Commission, expressed that the Commission has discussed the issue. She agreed to take any issues regarding the rule to the Minority and Justice Commission for discussion.

E. Petition to Change Name – Washington Attorney General Office's concerns regarding practices in Washington State District Courts

Judge Meyer reported that the Attorney General of Washington Office (OAG) had contacted him requesting an end to a practice of some district court judges seeking unnecessary personal information from petitioners desiring to change their names. This practice may impact transgender and immigrant communities, according to OAG correspondence. The OAG also contacted 34 counties in which requests for extraneous personal information were allegedly made. The Board discussed the issue and noted that these courts have already adhered to the request. Judge Meyer, therefore, expressed that there is no need for him to send a letter requesting the 34 courts refrain from seeking unnecessary information for change of name petitions. It was mentioned that little information is necessary to change a person's name. The Board decided by general consensus not to take action because targeted courts have complied with the OAG request. Judge Meyer expressed that he would follow-up with the OAG contact regarding the topic. There was also discussion regarding whether the AOC provides petition to change name forms. Ms. Benway, who now assists with a subcommittee of the Washington Pattern Forms Committee, agreed to speak with the group about the possibility of producing sample petition to change name forms for district courts. Thus, the issue will carry-over to the next Board meeting.

F. CLJ-CMS Project Status Update

Judge Kimberly Walden and Judge Glenn Phillips, DMJCA Representatives on the courts of limited jurisdiction case management system (CLJ-CMS) Project Steering Committee (PSC), reported that the Judicial Information System Committee (JISC) voted to select Tyler Technologies for the new CLJ-CMS. The Project is anticipating early implementation of e-filing before the roll-out of the case management system, likely within a year once Tyler is on board. The PSC is aware of the issues around voluntary vs. mandatory e-filing and e-service and is considering the implications and options. Representatives reported that they are expecting the contract for the new case management system to be signed in early 2020. They are currently discussing pilot courts although there has been no court named thus far. Pilot courts will be selected based on a number of factors, including readiness, size, complexity, and proximity to AOC and each other.

Judge Phillips announced that he will retire in December 2019. Judge Patricia Connolly-Walker, Spokane District Court, will replace him on the PSC. Judge Connolly-Walker currently serves as the CLJ-CMS Court User Work Group (CUWG) Chair. Judge Meyer invited all Board meeting participants to enjoy Judge Phillips' retirement cake in celebration of his retirement.

G. Trial Court Advocacy Board (TCAB) Status Update

Judge Meyer reported that Judge Kitty-Ann Van Doorninck, SCJA President, approached him regarding the status of TCAB and whether the group should continue to meet. TCAB, which was created to address issues solely related to trial courts, has not met in more than one year. The SCJA discussed the issue and determined the group should be placed dormant, unless and until other pressing trial court issues arise. The

SCJA, however, would like to know whether the DMCJA agrees to place TCAB on hiatus. M/S/P to make an action item.

H. DMCJA Public Outreach Committee Survey for Approval

Judge Meyer informed that the DMCJA Public Outreach Committee has created a survey to determine (a) how best to serve the association and (b) whether it has been effective with connecting members to state and local government officials in order to educate them on DMCJA accomplishments and challenges. The committee seeks Board approval to send the following survey questions:

1. Does your court provide a State of the Judiciary for local government officials?
 - a. If yes, are you willing to share your presentation with the membership?
2. Have you invited a government official (state legislator, mayor, city councilmember, county councilmember, etc.) to your court for a court tour?
 - a. If yes, did the government official accept the invitation and visit your court?
 - b. If yes, was it beneficial to relations between your court and other branches of local government?
 - c. If no, are you interested in receiving resources to assist you when speaking with local governmental entities?

M/S/P to make this an action item.

I. Chief Justice Mary Fairhurst Retirement – Gift Ideas

Judge Meyer reported that the SCJA will create a judicial leadership scholarship in the amount of two thousand dollars (\$2,000), and organize donations to the Legal Foundation of Washington. In response, the Board discussed renaming its National Leadership Grant to the *Chief Justice Mary Fairhurst National Leadership Grant*, which has a budget amount of five thousand dollars (\$5,000). Additionally, DMCJA members will be encouraged to donate to the Washington Judges Foundation. M/S/P to make this an action item.

J. Ratification of Commissioner Board Position Appointment

Judge Meyer reported that there were no applicants for an advertisement of the vacant Commissioner, Board Position 7. Board members recommended that Judge Meyer ask Commissioner Paul Wohl, DMCJA Legislative Committee Chair, to fill the vacant position. This issue will be deferred to the December Board meeting.

K. Misdemeanant Probation Association (MPA)

1. DMCJA Request for support letter
2. Substance Use Disorder (SUD) Treatment Provider Letter

The Board had a robust discussion regarding some SUD providers failing to comply with courts expectations for acceptable evaluations and compliance reports. There was mention that some providers are non-compliant because of high turnover in their organizations. M/S/P to make an action item.

INFORMATION

Judge Meyer informed the Board of the following:

- A. The DMCJA President has appointed the DMCJA Nominating Committee. See Nominating Committee Roster [DMCJA Bylaws, Art. IX, Sec. 2(a) (2).]
- B. [Full Court Press Volume 2, 2019: Technology Edition](#), released on September 26, 2019, provides the status on the CLJ-CMS Project, Enterprise Data Repository, Pattern Forms, and the 2019 Leadership Summit.

- C. On October 3, 2019, Chief Justice Mary Fairhurst announced that she will retire on January 5, 2020 to focus on her health. For more information, please select the following web link: "[Washington chief justice to step down in January because of cancer.](#)"
- D. The DMCJA Board voted to use the existing allocation percentages regarding the LFO Non-Restitution Interest-Loss Mitigation Funding for the 2020-2021 Biennium.
- E. The DMCJA Board voted to approve fifteen hundred dollars (\$1500) for oral argument services by Katherine George, Esquire, who prepared an amicus brief on behalf of the DMCJA in Washington v. Stevens County District Court Judge.

Judge Meyer agreed to send a web link to the Supreme Court hearing related to the case.

- F. District and municipal courts will be highlighted in the TVW Program, *Teach With TVW.*

Judge Meyer informed that TVW, a public television station, is featuring all levels of Washington Courts through interviews with state judges. Judge Meyer, Judge Ahlf, Judge Buckley, and Judge Coburn are the district and municipal court judges interviewed. Chief Justice Mary Fairhurst will be the final interview of the series.

- G. Response Letter from Judge James Rogers and County Clerk, Barbara Miner.

Judge Meyer requested that Judge Walden attend a follow-up conference call to address issues related to judicial access to King County Superior Court records. Judge Walden recommended that Judge Rebecca Robertson attend this meeting with Judge Meyer and agreed to work with Judge Robertson in preparation of a conference call.

- H. Letter to Spokane County Clerk, Mr. Timothy Fitzgerald, Washington State Association of County Clerks President, regarding Odyssey Portal Access

- I. CLJ related articles: [Lawyer files claims totaling \\$20 million over judge with no law degree in Airway Heights, Cheney](#)

Judge Meyer informed that the issue involves Commissioner Terri Cooper, who has served as a lay judge, which means she has taken and passed an exam by January 1, 2003 that allows her to serve as a district court or municipal court judge without a law license or law degree if the jurisdiction is less than five thousand (5,000) people. See RCW 3.34.060; RCW 3.50.040.

OTHER BUSINESS

The next DMCJA Board Meeting is December 13, 2019, from 12:30 p.m. to 3:30 p.m., at the AOC SeaTac Office Center.

The meeting was adjourned at approximately 2:45 p.m.

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SUMMARY OF REPORTS

**WASHINGTON STATE
DISTRICT AND MUNICIPAL COURT JUDGES' ASSOCIATION**

For the Period Ending November 30th, 2019

Please find attached the following reports for you to review:

- Statement of Financial Position
- Monthly Statement of Activities.
- Bank Reconciliation Reports.
- Transaction Detail Report (year-to-date)
- Special Fund Bank Statement
- Current Budget Balance

Please contact me if you have any questions in regards to the attached.

PLEASE BE SURE TO KEEP FOR YOUR RECORDS

Washington State District And Municipal Court Judges Assoc.
Statement of Financial Position
As of November 30, 2019

	Nov 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Bank of America - Checking	6,253
Bank of America - Savings	39,488
US Bank - Savings	70,766
Washington Federal	45,799
	162,306
Total Checking/Savings	162,306
Other Current Assets	
Due from BJA	667
	667
Total Other Current Assets	667
Total Current Assets	162,973
Fixed Assets	
Accumulated Depreciation	(703)
Computer Equipment	579
	(124)
Total Fixed Assets	(124)
Other Assets	
Prepaid Expenses	29,750
	29,750
Total Other Assets	29,750
TOTAL ASSETS	192,599
LIABILITIES & EQUITY	
Equity	
Unrestricted Earnings	(49,021)
Unrestricted Net Assets	305,296
Net Income	(63,676)
	192,599
Total Equity	192,599
TOTAL LIABILITIES & EQUITY	192,599

Washington State District And Municipal Court Judges Assoc.
Statement of Activities
For the Five Months Ending November, 30 2019

	<u>Jul 19</u>	<u>Aug 19</u>	<u>Sep 19</u>	<u>Oct 19</u>	<u>Nov 19</u>	<u>TOTAL</u>
Ordinary Income/Expense						
Income						
Interest Income	57	57	53	46	44	257
Membership Revenue	0	250	0	0	0	250
Total Income	<u>57</u>	<u>307</u>	<u>53</u>	<u>46</u>	<u>44</u>	<u>507</u>
Gross Profit	57	307	53	46	44	507
Expense						
Conference Incidental Fees 2020	0	0	0	(658)	0	(658)
Council on Independent Courts	0	0	114	0	0	114
MPA Liaison	0	229	0	0	0	229
Special Fund Expense	0	47	5,000	0	1,500	6,547
Prior Year Budget Expense	2,969	0	0	474	0	3,443
Board Meeting Expense	1,191	0	7,591	1,966	368	11,115
Bookkeeping Expense	318	318	318	318	318	1,590
Conference Calls	0	0	33	198	0	231
Conference Planning Committee	0	0	958	0	0	958
Education Committee	0	0	1,655	558	1,148	3,361
Educational Grants	0	1,000	0	0	831	1,831
Judicial Assistance Committee	0	925	0	2,632	(5,378)	(1,821)
Judicial College Social Support	0	0	0	2,000	0	2,000
Legislative Committee	0	116	58	23	0	197
Legislative Pro-Tem	0	0	643	910	0	1,553
Lobbyist Contract	6,250	8,250	6,250	6,250	6,250	33,250
Rules Committee	0	0	167	0	0	167
SCJA Board Liaison	0	0	0	32	0	32
Treasurer Expense and Bonds	0	0	0	10	0	10
Bank Service Charges	0	0	14	14	(28)	0
Total Expense	<u>10,728</u>	<u>10,885</u>	<u>22,800</u>	<u>14,728</u>	<u>5,009</u>	<u>64,149</u>
Net Ordinary Income	<u>(10,671)</u>	<u>(10,578)</u>	<u>(22,747)</u>	<u>(14,681)</u>	<u>(4,965)</u>	<u>(63,642)</u>
Other Income/Expense						
Other Expense						
Ask the client	0	0	0	0	33	33
Total Other Expense	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>33</u>	<u>33</u>
Net Other Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(33)</u>	<u>(33)</u>
Net Income	<u>(10,671)</u>	<u>(10,578)</u>	<u>(22,747)</u>	<u>(14,681)</u>	<u>(4,999)</u>	<u>(63,676)</u>

Washington State District And Municipal Court Judges Assoc.

Reconciliation Detail

Bank of America - Checking, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						7,528.76
Cleared Transactions						
Checks and Payments - 9 items						
Check	10/31/2019		Superior Court Judg...	X	-473.50	-473.50
Check	11/04/2019		Tam Bui	X	-24.36	-497.86
Transfer	11/04/2019			X	-10.00	-507.86
Check	11/08/2019		Tom Verge	X	-90.36	-598.22
Check	11/11/2019		Pierce County Book...	X	-318.00	-916.22
Check	11/15/2019			X	-33.45	-949.67
Check	11/15/2019		Kevin Ringus	X	-23.20	-972.87
Check	11/18/2019		Melanie Stewart	X	-2,000.00	-2,972.87
Check	11/26/2019		Susanna Neil Kanth...	X	-1,622.04	-4,594.91
Total Checks and Payments					-4,594.91	-4,594.91
Deposits and Credits - 4 items						
Deposit	11/07/2019			X	7,000.00	7,000.00
Deposit	11/08/2019			X	10.44	7,010.44
Deposit	11/27/2019			X	1,000.00	8,010.44
Deposit	11/30/2019			X	28.00	8,038.44
Total Deposits and Credits					8,038.44	8,038.44
Total Cleared Transactions					3,443.53	3,443.53
Cleared Balance					3,443.53	10,972.29
Uncleared Transactions						
Checks and Payments - 9 items						
Check	11/26/2019		Johnston George LLP		-1,500.00	-1,500.00
Check	11/26/2019		Todd George		-830.58	-2,330.58
Check	11/26/2019		John E Hart		-546.16	-2,876.74
Check	11/26/2019		Tom Verge		-319.38	-3,196.12
Check	11/26/2019		Ingallina's Box Lunch		-292.71	-3,488.83
Check	11/26/2019		Aimee N. Maurer		-168.00	-3,656.83
Check	11/26/2019		Laura Vanslyck		-52.20	-3,709.03
Check	11/30/2019		The Judicial Institute		-1,000.00	-4,709.03
Check	11/30/2019		Timothy Jenkins		-10.44	-4,719.47
Total Checks and Payments					-4,719.47	-4,719.47
Total Uncleared Transactions					-4,719.47	-4,719.47
Register Balance as of 11/30/2019					-1,275.94	6,252.82
New Transactions						
Checks and Payments - 3 items						
Check	12/09/2019		Laura Vanslyck		-112.72	-112.72
Check	12/09/2019		Samuel G. Meyer		-58.00	-170.72
Check	12/09/2019		Rick Leo		-28.43	-199.15
Total Checks and Payments					-199.15	-199.15
Total New Transactions					-199.15	-199.15
Ending Balance					-1,475.09	6,053.67

Washington State District And Municipal Court Judges Assoc.

Reconciliation Detail

Bank of America - Savings, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						39,487.19
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2019			X	0.65	0.65
Total Deposits and Credits					0.65	0.65
Total Cleared Transactions					0.65	0.65
Cleared Balance					0.65	39,487.84
Register Balance as of 11/30/2019					0.65	39,487.84
Ending Balance					0.65	39,487.84

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
Bank of America - Checking						
Check	07/01/2019		Melanie Stewart		(2,000.00)	(2,000.00)
Check	07/05/2019		Pierce County Bookkeeping		(318.00)	(2,318.00)
Transfer	07/08/2019			Funds Transfer	(103.33)	(2,421.33)
Check	07/18/2019		Charles Short	Board Meeting 7/12/19	(424.39)	(2,845.72)
Check	07/18/2019		Linda Coburn	Board Meeting 7/12/19	(35.96)	(2,881.68)
Check	07/18/2019		Kevin Ringus	Board Meeting 7/12/19	(23.20)	(2,904.88)
Check	07/19/2019		Laura Vanslyck	Board Meeting 7/12/19	(49.30)	(2,954.18)
Check	07/19/2019		Michelle Gehlsen	Board Meeting 7/12/19	(32.48)	(2,986.66)
Check	07/19/2019		Samuel G. Meyer	Board Meeting 7/12/19	(58.00)	(3,044.66)
Check	07/19/2019		Tyson R. Hill		(220.40)	(3,265.06)
Check	07/22/2019		Ingallina's Box Lunch	Board Meeting 7/12/19	(347.00)	(3,612.06)
Transfer	07/25/2019			Funds Transfer	5,000.00	1,387.94
Check	07/25/2019		AOC		(2,969.36)	(1,581.42)
Check	08/01/2019		Melanie Stewart	August Invoice 4681	(2,000.00)	(3,581.42)
Transfer	08/08/2019			End of year gift for M/Melanie Stewart's gift	221.64	(3,359.78)
Deposit	08/08/2019			Deposit	250.00	(3,109.78)
Check	08/09/2019		Susanna Neil Kanther-Raz		(925.00)	(4,034.78)
Check	08/09/2019		City of Spokane		(228.60)	(4,263.38)
Transfer	08/12/2019			Funds Transfer	7,000.00	2,736.62
Check	08/12/2019		Pierce County Bookkeeping		(318.00)	2,418.62
Deposit	08/15/2019			Deposit	14.00	2,432.62
Deposit	08/15/2019			Deposit	76.56	2,509.18
Deposit	08/15/2019				447.21	2,956.39
Transfer	08/15/2019			Funds Transfer	(47.20)	2,909.19
Check	08/28/2019		Melanie Stewart		(58.00)	2,851.19
Check	08/28/2019		Samuel G. Meyer		(58.00)	2,793.19
Check	08/28/2019		Brian Sanderson		(1,000.00)	1,793.19
Check	08/28/2019		Melanie Stewart	September Invoice	(2,000.00)	(206.81)
Check	08/31/2019			Service Charge	(14.00)	(220.81)
Check	09/04/2019		King County District Court		(244.90)	(465.71)
Deposit	09/09/2019			Deposit	146.25	(319.46)
Deposit	09/12/2019			Deposit	92.00	(227.46)
Transfer	09/13/2019			Funds Transfer	15,000.00	14,772.64
Check	09/13/2019		Melanie Stewart		(2,000.00)	12,772.64
Check	09/13/2019		Linda S. Portnoy	9/11/19	(15.66)	12,756.88
Check	09/13/2019		City of Lake Forrest	9/11/19	(137.50)	12,619.38
Check	09/13/2019		Scott Ahlf	CIC retreat 9/11/19	(55.68)	12,563.70
Check	09/13/2019		Samuel G. Meyer	CIC retreat 9/11/19	(58.00)	12,505.70
Check	09/13/2019		Scott Ahlf	uncashed check reissue	(46.00)	12,459.70
Check	09/13/2019		Rebecca Robertson	uncashed check reissue	(76.56)	12,383.14
Check	09/13/2019		Rebecca Robertson	uncashed check reissue	(46.00)	12,337.14
Check	09/13/2019		King County District Court	9/3/19	(244.90)	12,092.24
Check	09/13/2019		AOC		(10,268.66)	1,823.38
Check	09/13/2019		Ingallina's Box Lunch		(134.37)	1,689.01
Check	09/13/2019		Michelle Gehlsen		(82.36)	1,606.65
Check	09/13/2019		City of Bothell		(585.00)	1,021.65
Check	09/16/2019		Samuel G. Meyer		(58.00)	963.65
Check	09/19/2019		Pierce County Bookkeeping		(318.00)	645.65
Check	09/23/2019		Johnston George LLP	Amicus Brief for DMCJA	(5,000.00)	(4,354.35)
Check	09/30/2019			Service Charge	(14.00)	(4,368.35)
Deposit	10/01/2019			Deposit	1,000.00	(3,368.35)
Transfer	10/03/2019			Funds Transfer	5,000.00	1,631.65
Check	10/04/2019		Charles Short	DMCJA board meeting 9/22/19	(438.48)	1,193.17
Check	10/04/2019		Dan B Johnson	DMCJA board meeting 9/22/19	(174.42)	1,018.75
Check	10/04/2019		Drew Henke	DMCJA board meeting 9/22/19	(30.00)	988.75
Check	10/04/2019		Laura Vanslyck	DMCJA board meeting 9/22/19	(30.00)	958.75
Check	10/04/2019		The Judicial Institute	reissue of uncashed check	(1,000.00)	(41.25)
Check	10/04/2019		Linda Coburn	DMCJA board meeting 9/22/19	(144.42)	(185.67)
Check	10/04/2019		Tyson R. Hill	DMCJA board meeting 9/22/19	(144.42)	(330.09)
Check	10/11/2019		Pierce County Bookkeeping	invoice 892 September Services	(318.00)	(648.09)
Check	10/11/2019		Thurston County District Court	61st Judicial Conf. - Sam Meyer	(665.32)	(1,313.41)
Check	10/17/2019		AOC		(808.06)	(2,121.47)
Transfer	10/18/2019			Funds Transfer	3,000.00	878.53
Check	10/18/2019		Michelle Gehlsen	DMCJA board meeting 9/22/19	(194.42)	684.11
Check	10/18/2019		Michelle Gehlsen	SCJA board meeting 10/5/19	(32.48)	651.63
Check	10/18/2019		Judicial Conf. Registrar		(2,000.00)	(1,348.37)
Check	10/18/2019		King County District Court	10/11/19 Meeting	(244.80)	(1,593.27)
Check	10/18/2019		University of Washington/Forefront		(750.00)	(2,343.27)
Check	10/18/2019		Chris Culp	JASP Training 10/4/19	(160.72)	(2,503.99)
Check	10/18/2019		Douglas Fair	JASP Training 10/4/19	(34.80)	(2,538.79)
Check	10/18/2019		James Doctor	JASP Training 10/4/19	(68.80)	(2,607.59)
Check	10/18/2019		Mary C. Logan	JASP Training 10/4/19	(20.28)	(2,627.87)
Check	10/18/2019		Michael Finkle	JASP Training 10/4/19	(32.48)	(2,660.35)
Check	10/18/2019		Michael Evans	JASP Training 10/4/19	(25.00)	(2,685.35)
Check	10/18/2019		Susan Woodard	JASP Training 10/4/19	(209.16)	(2,894.51)
Check	10/18/2019		Timothy Jenkins	JASP Training 10/4/19	(10.44)	(2,904.95)
Check	10/24/2019		Charles Short	Education Committee 10/17/19	(400.04)	(3,304.99)

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
Check	10/24/2019		Douglas Fair	Education Committee 10/17/19	(34.80)	(3,339.79)
Check	10/24/2019		James Doctor	Education Committee 10/17/19	(68.80)	(3,408.59)
Check	10/24/2019		Kalo Wilcox	Education Committee 10/17/19	(54.52)	(3,463.11)
Transfer	10/25/2019			Funds Transfer	10,000.00	6,536.89
Check	10/25/2019		Jackie Shea-Brown	JASP Training 10/4/19	(332.76)	6,204.13
Check	10/25/2019		Melanie Stewart	Invoice 4732 November Services	(2,000.00)	4,204.13
Check	10/25/2019		AOC		(1,210.21)	2,993.92
Check	10/31/2019		Superior Court Judges Association	2017-2018 JASP Refund	(473.50)	2,520.42
Check	10/31/2019			Service Charge	(14.00)	2,506.42
Transfer	11/04/2019			Funds Transfer	(10.00)	2,496.42
Check	11/04/2019		Tam Bui		(24.36)	2,472.06
Deposit	11/07/2019			Deposit	7,000.00	9,472.06
Deposit	11/08/2019			Deposit	10.44	9,482.50
Check	11/08/2019		Tom Verge		(90.36)	9,392.14
Check	11/11/2019		Pierce County Bookkeeping		(318.00)	9,074.14
Check	11/15/2019		Kevin Ringus	11/8/19 Board meeting	(23.20)	9,050.94
Check	11/15/2019				(33.45)	9,017.49
Check	11/18/2019		Melanie Stewart		(2,000.00)	7,017.49
Check	11/26/2019		Laura Vanstyck	11/8/19 Board meeting	(52.20)	6,965.29
Check	11/26/2019		Johnston George LLP	DMCJA Invoice	(1,500.00)	5,465.29
Check	11/26/2019		Ingallina's Box Lunch	11/8/19 Board meeting	(292.71)	5,172.58
Check	11/26/2019		Aimee N. Maurer	Ed. Committe Faculty Dev. 11/4	(168.00)	5,004.58
Check	11/26/2019		John E Hart	Ed. Committe Faculty Dev. 11/4	(546.16)	4,458.42
Check	11/26/2019		Tom Verge	Ed. Committe Faculty Dev. 11/4	(319.38)	4,139.04
Check	11/26/2019		Todd George	Ethics, Fairness course	(830.58)	3,308.46
Check	11/26/2019		Susanna Neil Kanther-Raz		(1,622.04)	1,686.42
Deposit	11/27/2019			Deposit	1,000.00	2,686.42
Deposit	11/30/2019			Deposit	28.00	2,714.42
Check	11/30/2019		Timothy Jenkins		(10.44)	2,703.98
Check	11/30/2019		The Judicial Institute		(1,000.00)	1,703.98
Total Bank of America - Checking					1,703.98	1,703.98
Bank of America - Savings						
Transfer	07/25/2019			Funds Transfer	(5,000.00)	(5,000.00)
Deposit	07/31/2019			Interest	1.32	(4,998.68)
Transfer	08/12/2019			Funds Transfer	(7,000.00)	(11,998.68)
Deposit	08/31/2019			Interest	1.18	(11,997.50)
Transfer	09/13/2019			Funds Transfer	(15,000.00)	(26,997.50)
Deposit	09/30/2019			Interest	0.95	(26,996.55)
Transfer	10/03/2019			Funds Transfer	(5,000.00)	(31,996.55)
Deposit	10/03/2019			Deposit	5,657.73	(26,338.82)
Transfer	10/18/2019			Funds Transfer	(3,000.00)	(29,338.82)
Transfer	10/25/2019			Funds Transfer	(10,000.00)	(39,338.82)
Deposit	10/31/2019			Interest	0.81	(39,338.01)
Deposit	11/30/2019			Interest	0.65	(39,337.36)
Total Bank of America - Savings					(39,337.36)	(39,337.36)
Washington Federal						
Deposit	07/31/2019			Interest	55.70	55.70
Transfer	08/08/2019			End of year gift for MMelanie Stewart's gift	(221.64)	(165.94)
Deposit	08/15/2019			Special fund 1-800-flowers on 8-15-19	(47.21)	(213.15)
Deposit	08/31/2019			Interest	55.58	(157.57)
Deposit	09/30/2019			Interest	52.28	(105.29)
Deposit	10/03/2019			Check # 1063	(5,000.00)	(5,105.29)
Deposit	10/31/2019			Interest	45.53	(5,059.76)
Deposit	11/30/2019			Interest	42.89	(5,016.87)
Total Washington Federal					(5,016.87)	(5,016.87)
Accounts Receivable						
Deposit	08/15/2019		Judicial Registrar	refund for Judge Moore and Judge Woodro...	(400.00)	(400.00)
Deposit	09/09/2019		City of Bothell.	refund for overpayment	(146.25)	(546.25)
Total Accounts Receivable					(546.25)	(546.25)
Due from BJA						
Check	09/13/2019		Michelle Gehlsen	8/12/19	82.36	82.36
Check	09/13/2019		City of Bothell	Judicial Ledership Summit	585.00	667.36
Total Due from BJA					667.36	667.36

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
Prepaid Expenses						
Genera...	07/30/2019	CEH		1/12 of Contract	(4,250.00)	(4,250.00)
Genera...	08/31/2019	CEH		1/12 of Contract	(4,250.00)	(8,500.00)
Genera...	09/30/2019	CEH		1/12 of Contract	(4,250.00)	(12,750.00)
Genera...	10/31/2019	CEH		1/12 of Contract	(4,250.00)	(17,000.00)
Genera...	11/30/2019	CEH		1/12 of Contract	(4,250.00)	(21,250.00)
Total Prepaid Expenses					(21,250.00)	(21,250.00)
Credit Cards						
Bank of America C. C.						
Transfer	07/08/2019			Funds Transfer	103.33	103.33
Credit ...	08/06/2019		1-800-Flowers.com		(94.41)	8.92
Transfer	08/15/2019			Funds Transfer	47.20	56.12
Credit ...	08/15/2019		1-800-Flowers.com		47.21	103.33
Credit ...	10/02/2019		Secretary of State		(10.00)	93.33
Transfer	11/04/2019			Funds Transfer	10.00	103.33
Credit ...	11/07/2019		Wagner's European Bakery		(33.45)	69.88
Check	11/15/2019				33.45	103.33
Total Bank of America C. C.					103.33	103.33
Total Credit Cards					103.33	103.33
Due to Timothy Jenkins						
Deposit	11/08/2019			Deposit	(10.44)	(10.44)
Check	11/30/2019		Timothy Jenkins		10.44	0.00
Total Due to Timothy Jenkins					0.00	0.00
Due to Judicial Institute						
Deposit	10/01/2019		The Judicial Institute	returned uncashed check	(1,000.00)	(1,000.00)
Check	10/04/2019		The Judicial Institute	reissue of uncashed check	1,000.00	0.00
Deposit	11/27/2019			returned check	(1,000.00)	(1,000.00)
Check	11/30/2019		The Judicial Institute		1,000.00	0.00
Total Due to Judicial Institute					0.00	0.00
Due to Rebecca Robertson						
Deposit	08/15/2019		Rebecca Robertson	Uncashed check.	(76.56)	(76.56)
Deposit	09/12/2019		Rebecca Robertson	returned uncashed check	(46.00)	(122.56)
Check	09/13/2019		Rebecca Robertson	uncashed check reissue	76.56	(46.00)
Check	09/13/2019		Rebecca Robertson	uncashed check reissue	46.00	0.00
Total Due to Rebecca Robertson					0.00	0.00
Due to Scott Ahlf						
Deposit	09/12/2019		Scott Ahlf	returned uncashed check	(46.00)	(46.00)
Check	09/13/2019		Scott Ahlf	uncashed check reissue	46.00	0.00
Total Due to Scott Ahlf					0.00	0.00
Interest Income						
Deposit	07/31/2019			Interest	(1.32)	(1.32)
Deposit	07/31/2019			Interest	(55.70)	(57.02)
Deposit	08/31/2019			Interest	(1.18)	(58.20)
Deposit	08/31/2019			Interest	(55.58)	(113.78)
Deposit	09/30/2019			Interest	(0.95)	(114.73)
Deposit	09/30/2019			Interest	(52.28)	(167.01)
Deposit	10/31/2019			Interest	(0.81)	(167.82)
Deposit	10/31/2019			Interest	(45.53)	(213.35)
Deposit	11/30/2019			Interest	(0.65)	(214.00)
Deposit	11/30/2019			interest	(42.89)	(256.89)
Total Interest Income					(256.89)	(256.89)
Membership Revenue						
Deposit	08/08/2019		Thomas L. Meyer	For last budget membership	(250.00)	(250.00)
Total Membership Revenue					(250.00)	(250.00)
Conference Incidental Fees 2020						
Deposit	10/03/2019			Deposit	(657.73)	(657.73)
Total Conference Incidental Fees 2020					(657.73)	(657.73)
Council on Independent Courts						
Check	09/13/2019		Scott Ahlf	CIC retreat 9/11/19	55.68	55.68
Check	09/13/2019		Samuel G. Meyer	CIC retreat 9/11/19	58.00	113.68
Total Council on Independent Courts					113.68	113.68

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
MPA Liaison						
Check	08/09/2019		City of Spokane	July Board Meeting for Judge Mary Logan	228.60	228.60
Total MPA Liaison					228.60	228.60
Special Fund Expense						
Credit ...	08/06/2019		1-800-Flowers.com	Judge Peter Nault's funeral	94.41	94.41
Credit ...	08/15/2019		1-800-Flowers.com	refund on flowers. Will refund special fund ...	(47.21)	47.20
Check	09/23/2019		Johnston George LLP	Amicus Brief for DMCJA	5,000.00	5,047.20
Check	11/26/2019		Johnston George LLP	DMCJA Invoice	1,500.00	6,547.20
Total Special Fund Expense					6,547.20	6,547.20
Prior Year Budget Expense						
Check	07/25/2019		AOC	Board meeting ecpanse	1,483.23	1,483.23
Check	07/25/2019		AOC	conference calls	62.99	1,546.22
Check	07/25/2019		AOC	JASP	23.14	1,569.36
Check	07/25/2019		AOC	Therapeutic Courts	1,400.00	2,969.36
Check	10/31/2019		Superior Court Judges Association	2017-2018 JASP Refund	473.50	3,442.86
Total Prior Year Budget Expense					3,442.86	3,442.86
Board Meeting Expense						
Check	07/18/2019		Charles Short	Board Meeting 7/12/19	424.39	424.39
Check	07/18/2019		Linda Coburn	Board Meeting 7/12/19	35.96	460.35
Check	07/18/2019		Kevin Ringus	Board Meeting 7/12/19	23.20	483.55
Check	07/19/2019		Laura Vanslyck	Board Meeting 7/12/19	49.30	532.85
Check	07/19/2019		Michelle Gehlsen	Board Meeting 7/12/19	32.48	565.33
Check	07/19/2019		Samuel G. Meyer	Board Meeting 7/12/19	58.00	623.33
Check	07/19/2019		Tyson R. Hill	Board meeting 7/12/19	220.40	843.73
Check	07/22/2019		Ingallina's Box Lunch	Board Meeting 7/12/19	347.00	1,190.73
Check	09/13/2019		AOC		7,456.16	8,646.89
Check	09/13/2019		Ingallina's Box Lunch	DMCJA board meeting 8/9/19 01-503629	134.37	8,781.26
Check	10/04/2019		Charles Short	DMCJA board meeting 9/22/19	438.48	9,219.74
Check	10/04/2019		Dan B Johnson	DMCJA board meeting 9/22/19	174.42	9,394.16
Check	10/04/2019		Drew Henke	DMCJA board meeting 9/22/19	30.00	9,424.16
Check	10/04/2019		Laura Vanslyck	DMCJA board meeting 9/22/19	30.00	9,454.16
Check	10/04/2019		Linda Coburn	DMCJA board meeting 9/22/19	144.42	9,598.58
Check	10/04/2019		Tyson R. Hill	DMCJA board meeting 9/22/19	144.42	9,743.00
Check	10/17/2019		AOC		754.09	10,497.09
Check	10/18/2019		Michelle Gehlsen	DMCJA board meeting 9/22/19	194.42	10,691.51
Check	10/25/2019		AOC		55.59	10,747.10
Check	11/15/2019		Kevin Ringus	11/8/19 Board meeting	23.20	10,770.30
Check	11/26/2019		Laura Vanslyck	11/8/19 Board meeting	52.20	10,822.50
Check	11/26/2019		Ingallina's Box Lunch	11/8/19 Board meeting	292.71	11,115.21
Total Board Meeting Expense					11,115.21	11,115.21
Bookkeeping Expense						
Check	07/05/2019		Pierce County Bookkeeping	June services	318.00	318.00
Check	08/12/2019		Pierce County Bookkeeping	Invoice 867 for July	318.00	636.00
Check	09/19/2019		Pierce County Bookkeeping	August Services	318.00	954.00
Check	10/11/2019		Pierce County Bookkeeping	Invoice 892 September Services	318.00	1,272.00
Check	11/11/2019		Pierce County Bookkeeping	October Charges	318.00	1,590.00
Total Bookkeeping Expense					1,590.00	1,590.00
Conference Calls						
Check	09/13/2019		AOC		33.22	33.22
Check	10/17/2019		AOC		30.97	64.19
Check	10/25/2019		AOC		166.66	230.85
Total Conference Calls					230.85	230.85
Conference Planning Committee						
Check	09/13/2019		AOC		957.54	957.54
Total Conference Planning Committee					957.54	957.54

**Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account**

July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
Education Committee						
Check	09/13/2019		AOC		1,655.00	1,655.00
Check	10/24/2019		Charles Short	Education Committee 10/17/19	400.04	2,055.04
Check	10/24/2019		Douglas Fair	Education Committee 10/17/19	34.80	2,089.84
Check	10/24/2019		James Doctor	Education Committee 10/17/19	68.80	2,158.64
Check	10/24/2019		Kalo Wilcox	Education Committee 10/17/19	54.52	2,213.16
Check	11/04/2019		Tam Bui	DMCJA Education meeting 10/17	24.36	2,237.52
Check	11/08/2019		Tom Verge		90.36	2,327.88
Check	11/26/2019		Aimee N. Maurer	Ed. Committe Faculty Dev. 11/4	168.00	2,495.88
Check	11/26/2019		John E Hart	Ed. Committe Faculty Dev. 11/4	546.16	3,042.04
Check	11/26/2019		Tom Verge	Ed. Committe Faculty Dev. 11/4	319.38	3,361.42
Total Education Committee					3,361.42	3,361.42
Educational Grants						
Check	08/28/2019		Brian Sanderson	Leadership conference in Minneapolis Minne...	1,000.00	1,000.00
Check	11/26/2019		Todd George	Ethics, Fairness course	830.58	1,830.58
Total Educational Grants					1,830.58	1,830.58
Judicial Assistance Committee						
Check	08/09/2019		Susanna Neil Kanther-Raz	Quarterly payment	900.00	900.00
Check	08/09/2019		Susanna Neil Kanther-Raz	meeting expense	25.00	925.00
Check	10/18/2019		University of Washington/Forefront	Invoice 000103	750.00	1,675.00
Check	10/18/2019		Chris Culp	JASP Training 10/4/19	160.72	1,835.72
Check	10/18/2019		Douglas Fair	JASP Training 10/4/19	34.80	1,870.52
Check	10/18/2019		James Doctor	JASP Training 10/4/19	68.80	1,939.32
Check	10/18/2019		Mary C. Logan	JASP Training 10/4/19	20.28	1,959.60
Check	10/18/2019		Michael Finkle	JASP Training 10/4/19	32.48	1,992.08
Check	10/18/2019		Michael Evans	JASP Training 10/4/19	25.00	2,017.08
Check	10/18/2019		Susan Woodard	JASP Training 10/4/19	209.16	2,226.24
Check	10/18/2019		Timothy Jenkins	JASP Training 10/4/19	10.44	2,236.68
Check	10/25/2019		Jackie Shea-Brown	JASP Training 10/4/19	332.76	2,569.44
Check	10/25/2019		AOC		987.96	3,557.40
Deposit	11/07/2019		Superior Court Judges Association	SCJA's 2019-2020 JASP contribution	(7,000.00)	(3,442.60)
Check	11/26/2019		Susanna Neil Kanther-Raz	4th qtr payment	900.00	(2,542.60)
Check	11/26/2019		Susanna Neil Kanther-Raz	annual peer counselor Training	722.04	(1,820.56)
Total Judicial Assistance Committee					(1,820.56)	(1,820.56)
Judicial College Social Support						
Check	10/18/2019		Judicial Conf. Registrar		2,000.00	2,000.00
Total Judicial College Social Support					2,000.00	2,000.00
Legislative Committee						
Check	08/28/2019		Melanie Stewart	8/9/19 Meeting	58.00	58.00
Check	08/28/2019		Samuel G. Meyer	8/9/19 meeting	58.00	116.00
Check	09/16/2019		Samuel G. Meyer	DMCJA Legislative meeting 9/13	58.00	174.00
Check	10/17/2019		AOC		23.00	197.00
Total Legislative Committee					197.00	197.00
Legislative Pro-Tem						
Check	09/04/2019		King County District Court	8/9 meeting	244.90	244.90
Check	09/13/2019		Linda S. Portnoy	9/11/19	15.66	260.56
Check	09/13/2019		City of Lake Forrest	9/11/19	137.50	398.06
Check	09/13/2019		King County District Court	9/3/19	244.90	642.96
Check	10/11/2019		Thurston County District Court	81st Judicial Conf. - Sam Meyer	665.32	1,308.28
Check	10/18/2019		King County District Court	10/11/19 Meeting	244.90	1,553.18
Total Legislative Pro-Tem					1,553.18	1,553.18
Lobbyist Contract						
Check	07/01/2019		Melanie Stewart	Invoice 4671 July Services	2,000.00	2,000.00
Genera...	07/30/2019	CEH		1/12 of Contract	4,250.00	6,250.00
Check	08/01/2019		Melanie Stewart	August Invoice 4681	2,000.00	8,250.00
Check	08/28/2019		Melanie Stewart	September Invoice	2,000.00	10,250.00
Genera...	08/31/2019	CEH		1/12 of Contract	4,250.00	14,500.00
Check	09/13/2019		Melanie Stewart	For October	2,000.00	16,500.00
Genera...	09/30/2019	CEH		1/12 of Contract	4,250.00	20,750.00
Check	10/25/2019		Melanie Stewart	Invoice 4732 November Services	2,000.00	22,750.00
Genera...	10/31/2019	CEH		1/12 of Contract	4,250.00	27,000.00
Check	11/18/2019		Melanie Stewart		2,000.00	29,000.00
Genera...	11/30/2019	CEH		1/12 of Contract	4,250.00	33,250.00
Total Lobbyist Contract					33,250.00	33,250.00

Washington State District And Municipal Court Judges Assoc.
Transaction Detail by Account
 July through November 2019

Type	Date	Num	Name	Memo	Amount	Balance
Rules Committee						
Check	09/13/2019		AOC		166.94	166.94
Total Rules Committee					166.94	166.94
SCJA Board Liaison						
Check	10/19/2019		Michelle Gehlsen	SCJA board meeting 10/5/19	32.48	32.48
Total SCJA Board Liaison					32.48	32.48
Treasurer Expense and Bonds						
Credit ...	10/02/2019		Secretary of State		10.00	10.00
Total Treasurer Expense and Bonds					10.00	10.00
Bank Service Charges						
Deposit	08/15/2019			refund for bank charges in error	(14.00)	(14.00)
Check	08/31/2019			Service Charge	14.00	0.00
Check	09/30/2019			Service Charge	14.00	14.00
Check	10/31/2019			Service Charge	14.00	28.00
Deposit	11/30/2019			refund of charges	(28.00)	0.00
Total Bank Service Charges					0.00	0.00
Ask the client						
Credit ...	11/07/2019		Wagner's European Bakery		33.45	33.45
Total Ask the client					33.45	33.45
TOTAL					0.00	0.00

Other current information not included in reports



Statement of Account

PAGE 1 OF 1

Statement End Date November 30, 2019
 Statement Begin Date November 1, 2019
 Account Number

To report a lost or stolen card,
 call 800-324-9375.

For 24-hour telephone banking,
 call 877-431-1876.

WA STATE DIST & MUNICIPAL COURT JUDGES' 9684
 JUDGE MICHELLE K GEHLEN
 10116 NE 183RD ST
 BOTHELL, WA 98011-3416

For questions or assistance with your account(s), please call 800-324-9375, stop by your local branch, or send a written request to our Client Care Center at 9929 Evergreen Way, Everett WA 98204.

Business Premium Money Market Summary -#

Annual Percentage Yield Earned for this Statement Period	1.146%
Interest Rate Effective 11/01/2019	1.140%
Interest Earned/Accrued this Cycle	\$42.89
Number of Days in this Cycle	30
Date Interest Posted	11-30-2019
Year-to-Date Interest Paid	\$576.70

Beginning Balance	\$45,755.86
Interest Earned This Period	+42.89
Deposits and Credits	+0.00
Checks Paid	-0.00
ATM, Electronic and Debit Card Withdrawals	-0.00
Other Transactions	-0.00
Ending Balance	\$45,798.75

	Total for This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Interest Earned This Period

Date	Description	Amount
11-30	Credit Interest	42.89
Total Interest Earned This Period		42.89

We're excited to share important news with you! We're updating our name to WaFd Bank.

Why? Folks have asked us if we're part of the Federal government, or if we were associated with our nation's capital, others weren't sure if we were a bank or another type of financial company.

We like our new name: We've had the nickname "Wah-Fed" for decades, now we've chosen to adopt it as our trade name. It's simple, short and easy to use in today's digital world.

We won't change our values and commitment to our clients and partners, common-sense banking approach or ongoing investment in technology to make banking easier. We're still us, WaFd Bank. Our goal remains the same: to support your success with the financial tools you need when, where, and how you want them.

wafdbank.com



Visa may provide updated debit card information, including your expiration date and card number, with merchants that have an agreement for recurring payments. You may opt out of this service by calling 1-800-324-9375.

DMCJA 2019-2020 Adopted Budget

Item/Committee	Beginning Balance	Total Costs	Ending Balance
Access to Justice Liaison	\$100.00		\$100.00
Audit	\$2,000.00		\$2,000.00
Bar Association Liaison	\$1,500.00		\$1,500.00
Board Meeting Expense	\$30,000.00	\$11,115.00	\$18,885.00
Bookkeeping Expense	\$3,500.00	\$1,590.00	\$1,910.00
Bylaws Committee	\$250.00		\$250.00
Conference Calls	\$750.00	\$231.00	\$519.00
Conference Planning Committee	\$4,000.00	\$958.00	\$3,042.00
Conference Incidental Fees for 2020 Spring Program	\$40,000.00		\$40,000.00
Council on Independent Courts (DMCJA Judicial Independence Fire Brigade)	\$1,000.00	\$114.00	\$886.00
Diversity Committee	\$2,000.00		\$2,000.00
DMCJA/SCJA Sentencing Alternatives aka "Trial Ct Sentencing & Supervision Comm"	\$1,000.00		\$1,000.00
DMCMA Liaison	\$500.00		\$500.00
DMCMA Mandatory Education	\$20,000.00		\$20,000.00
DOL Liaison Committee	\$200.00		\$200.00
Education Committee	\$14,500.00	\$3,361.00	\$11,139.00
Education-Security	\$2,500.00		\$2,500.00
Educational Grants	\$5,000.00	\$1,831.00	\$3,169.00
Judicial Assistance Committee*	\$14,000.00	\$5,179.00	\$8,821.00
Judicial College Social Support	\$2,000.00	\$2,000.00	\$0.00
Judicial Community Outreach	\$4,000.00		\$4,000.00
Legislative Committee	\$4,000.00	\$197.00	\$3,803.00
Legislative Pro-Tem	\$2,500.00	\$1,553.00	\$947.00
Lobbyist Contract	\$75,000.00	\$63,000.00	\$12,000.00
Lobbyist Expenses	\$1,500.00		\$1,500.00
Long-Range Planning Committee	\$750.00		\$750.00
MPA Liaison	\$1,000.00	\$229.00	\$771.00
Municipal/Dist Ct Swearing-in 4 yrs (12/2017)	\$0.00		\$0.00
National Leadership Grants	\$5,000.00		\$5,000.00
Nominating Committee	\$400.00		\$400.00
President Expense	\$5,000.00		\$5,000.00
Pro Tempore (committee chair approval)	\$10,000.00		\$10,000.00
Professional Services	\$5,000.00		\$5,000.00
Public Outreach (ad hoc workgroup)	\$2,500.00		\$2,500.00
Rules Committee	\$500.00	\$167.00	\$333.00
SCJA Board Liaison	\$1,000.00	\$32.00	\$968.00
Special Fund		\$6,547.00	(\$6,547.00)
Therapeutic Courts Committee	\$2,500.00		\$2,500.00
Treasurer Expense and Bonds	\$250.00	\$10.00	\$240.00
Trial Court Advocacy Board	\$500.00		\$500.00
Uniform Infraction Committee	\$1,000.00		\$1,000.00
Total	\$267,200.00	\$98,114.00	\$169,086.00
*Includes \$7,000 from the SCJA			

DMCJA\Board\Budget\2010-Present\2019-2020 Adopted Budget--as amended at 7-12-2019 Board Mtg.xls



DMCJA Rules Committee

Wednesday, October 23, 2019 (Noon – 1:00 p.m.)

Via Teleconference

MEETING MINUTES

Members:

Chair, Judge Goodwin
Judge Buttorff
Judge Campagna
~~Judge Eisenberg~~
~~Commissioner Hanlon~~
~~Judge Oaks~~
~~Commissioner O'Sullivan~~
Judge Samuelson
~~Ms. Patti Kohler, DMCMA Liaison~~
~~Ms. Melanie Conn, DMCMA Liaison~~

AOC Staff:

Ms. J Benway

Judge Goodwin called the meeting to order at 12:02 p.m.

The Committee discussed the following items:

1. Welcome & Introductions

Judge Goodwin welcomed the Committee members in attendance.

2. Approve Minutes from the August 28, 2019 Rules Committee meeting

It was motioned, seconded, and passed to approve the minutes from the August 28, 2019 Rules Committee meeting. The approved minutes will be provided to the DMCJA Board.

3. Discuss DMCJA proposal to add CRLJ 82.5

Ms. Benway explained that the Committee had previously approved a version of proposed new rule CRLJ 82.5 but prior to presenting it to the DMCJA Board, the WSSC published an amended version of CR 82.5 that differed from the version the Committee approved. Because the intent was to have congruent trial court rules, Ms. Benway revised the CRLJ 82.5 proposal so that it matched the new version. The Committee reviewed the changes and approved the revised proposal, which will be presented to the DMCJA Board. Ms. Benway stated that if the DMCJA Board goes forward with the proposal, the submission would be off-cycle for rules proposals to the WSSC.

4. Discuss WSBA Proposal to Amend IRLJ 1.2 and IRLJ 2.2

The IRLJ Subcommittee for the WSBA Rules Committee has recommended amendments to IRLJ 1.2 and IRLJ 2.2, pertaining to definitions and the initiation of infraction cases. The WSBA is requesting comments on the proposals with a comment deadline of November 18, 2019. The

primary issue addressed by the amendments is to identify “the date of the notice of infraction.” In previous discussions with the IRLJ Subcommittee, members of the Rules Committee suggested using a date that was readily ascertainable, such as the date the infraction is filed with the court. Rather than accept that suggestion, the WSBA proposal provides that the date of a notice of infraction is the date the notice is handed to a defendant, or the date a notice is signed and dated by a citing officer or prosecuting authority, whichever date occurs first. The Committee does not support this formulation because if the WSBA proposal were adopted, the start of the time for hearing clock would be based upon the specific facts of each infraction case and could require evidentiary hearings to make that determination. For these reasons, the Committee recommends opposing the proposal to amend IRLJ 1.2 and 2.2. Ms. Benway and Judge Goodwin will prepare a memo forwarding the Committee recommendation to the Board.

5. Update on Rules Proposals

Ms. Benway provided updates regarding rules issues that have been considered by the Rules Committee. She stated that the DMCJA Board had approved the proposal to amend CrRLJ 1.3, which will be forwarded to the WSSC by October 15 along with proposals to amend GR 29 and GR 31. Ms. Benway also stated that she provided the Committee’s comments on the proposal to amend GR 7 pertaining to local rulemaking to Judge Meyer as well as to the DMCJA Board. With regard to potential rule changes necessitated by the repeal of RCW 9A.72.085, Ms. Benway stated that she is in the process of preparing a memo outlining the concerns to be submitted to Judge Meyer. Ms. Benway will investigate the status of the legislative proposal to amend the statutes pertaining to the disqualification of CLJ judges that was requested by Judge Eisenberg.

6. Other Business and Next Meeting Date

The next Committee meeting is scheduled for Wednesday, November 27, 2019 at noon via teleconference.

There being no further business, the meeting was adjourned at 12:50 p.m.



November 8, 2019

Dear Partners in Providing Justice:

RE: Support Legislative Funding for Court System Online training

The Board for Judicial Administration (BJA) needs your support to advocate for funding a comprehensive online training system for a new wave of judges and court system personnel.

The Administrative Office of the Courts' 2020 budget request includes funds to support this judicial branch priority. Please reach out to your local legislators and ask them to support this important funding request.

Funding for court system training has remained flat for over a decade while the needs and costs for those essential services have increased dramatically.

The Washington Judiciary is requesting \$207,000 in 2020 and approximately \$550,000 in the next Biennium to ensure new judicial officers and court personnel get timely access to the training needed to effectively serve the public. Funding will ensure equal access for small and rural courts that struggle to afford sending judges and court staff to training opportunities. Funds will be used to develop the statewide online delivery system to provide immediate and sustainable training opportunities to all courts.

Individuals and communities benefit from and are better able to access critical court services when we have trained judicial officers and court personnel. Your voice is vital. Please use the enclosed materials in your efforts to support these requests.

Sincerely,

Mary E. Fairhurst
BJA Chair
Chief Justice Supreme Court

Gregory Gonzales
BJA Member Chair Judge
Clark County Superior Court

BJA Court System Education Funding Task Force Chairs: Judge Joe Burrowes, Judge Doug Fair



Please Support The Funding Request By:

- 1) Meeting with local legislators to support this effort.
- 2) Asking your county/city executives and commissions/council members to adopt funding for training for judges and court personnel as a legislative priority.
- 3) Sharing these materials with your membership and colleagues and requesting that they contact local stakeholders.
- 4) Sharing personal and community experiences with key stakeholders to highlight how funding can address local needs and benefit the community. For example, you might discuss:
 - A time that training would have helped provide greater access to the judicial process.
 - How training judicial officers and court personnel benefits the individuals that use court services.
- 5) During the legislative session, respond to emails requesting targeted outreach and support.

Materials Provided:

- 1) **Fact sheet** can be shared with local legislators and stakeholders.
- 2) **Talking points** serve as a guide to consistently share the main points of the funding request. Please complement these by sharing local stories and needs.
- 3) **Frequently asked questions and answers** are available to assist in your communications. We will update this sheet as needed.
- 4) Please complete a **BJA Task Force Legislative Response Form** after you contact your legislator so that we can respond to your efforts and ongoing communication needs. These are attached and can be found on the BJA webpage below.

All materials can be found online: http://www.courts.wa.gov/programs_orgs/pos_bja/

Questions: Contact Jeanne Englert, Jeanne.englert@courts.wa.gov or 360-705-5207.

COURT TRAINING IS ESSENTIAL FOR NEW JUDGES AND COURT PERSONNEL

The Washington Judiciary is requesting \$207,000 in 2020 and \$550,000 in the next Biennium for a comprehensive online training system to ensure judicial officers and court personnel get timely access to the training needed to effectively serve the public.

PUBLIC TRUST AND CONFIDENCE

Funding for court training has remained the same for more than a decade, despite increasing needs. Well-trained judicial officers and court personnel foster confidence in the judicial process.

INFORMED RESPONSES

Timely training is critical to informed and effective responses to increasing numbers of self-represented litigants and cases involving mental health, domestic violence, and drug addiction in our communities.

LEGISLATIVE IMPACT

Proper training is essential to making sure the intent of the legislature is carried out in the cases that come through the courts. Last year alone the Legislature passed more than 130 bills that impacted the court system, including protection orders, family law and parentage, guardianship, mental health, public records, and juvenile justice. That was a significant increase from the 150 bills that were passed 2016–2018 that impacted the court system.

Justice is not administered by itself. It requires qualified and educated people.

THE FACTS



50 / 63%

Almost 50% of judicial officers and 63% of administrators received no training during their first six months on the job.

280

In the last four years, the legislature passed more than 280 bills that impact the court system; 130 passed in last session alone.

ONE THIRD

Nearly one third of the trial court judicial positions in Washington turned over in the last few years. The Court of Appeals is not far behind.





Court System Education Funding Task Force 2020 Talking Points

- 1) The Washington Judiciary is requesting \$207,000 in 2020 and approximately \$550,000 in the next Biennium to ensure new judicial officers and court personnel get timely access to the training needed to effectively serve the public. Funding will ensure equal access for small and rural courts that struggle to afford sending judges and court staff to training opportunities.

Funds will be used to develop and implement a statewide online training system which can provide immediate and sustainable training opportunities to all courts. This system will reduce learning and development expenditures, ensure access to up-to-date information, target diverse learning audiences, and increase opportunities for required trainings.

- 2) The training needs of the judicial branch have increased due to a myriad of factors including new legislation, constant changes in the existing law, and the high turnover of judicial officers, county clerks, administrators, and staff. A recent survey revealed that almost 50% of judicial officers and 63% of new administrators received no training during their first six months on the job.
- 3) New judges are typically highly experienced legal professionals in specialty practice areas. Judges are required to be proficient in all areas of the law. They need knowledge and training to preside over continuous changes in law, policy, and technology.
- 4) Well-trained judicial officers and court staff foster confidence in the judicial process. Better outcomes for the public means greater trust in state and local government. Research has shown that people tend to comply with court orders and the law if they perceive that court proceedings and the laws are fair.
- 5) Proper training is essential to making sure the intent of the legislature is carried out in the cases that come through the courts. Last year alone the Legislature passed more than 130 bills that impacted the court system, including protection orders, family law and parentage, guardianship, mental health, public records, and juvenile justice. That was a significant increase from the 150 bills that were passed 2016–2018 that impacted the court system.
- 6) The “age wave” is here and is creating huge turnover on the bench and among court staff. Nearly a third of the district and municipal court and superior court bench were replaced in the last few years. Court of Appeals judges are retiring in similar numbers. We need additional dollars to train these new judges.
- 7) Timely training is critical to informed and effective responses to increasing numbers of self-represented litigants and mental health, domestic violence, and drug addiction cases swamping the courts.



Court System Education Funding Task Force 2020

Frequently Asked Questions and Answers

Funding Request

- The Washington Judiciary is requesting \$207,000 in 2020 and approximately \$550,000 in the next Biennium to ensure new judicial officers and court personnel get timely access to the training needed to effectively serve the public. Funding will ensure equal access for small and rural courts that struggle to afford sending judges and court staff to training opportunities.
- The Administrative Office of the Courts (AOC) requests \$207,000 in Fiscal Year 2021 to begin the development of a comprehensive online training system that provides access to timely and essential training. Funding will support the development of a learning management system and staff to develop curriculum, courses, and manage the learning management system. Initial development of training courses will be designed for new court administrators, court personnel, and judicial officers. Special emphasis will be on small and rural courts.
- Ongoing funding of approximately \$550,000 for full implementation will be required in the 2021–2023 Biennium.

Approximately \$500,000 will be used to develop a comprehensive statewide online training system.

- Online training provides timely and flexible statewide training options, specifically on changes to laws, forms, and procedures for court personnel.
- Funding will support the development of a statewide online delivery system to provide immediate and sustainable training opportunities.
- Rural and small courts often do not have sufficient resources to send court personnel to trainings. Online training will help rural courts access up-to-date information on best practices.
- A learning management system reduces learning and development expenditures and training time, targets diverse learning audiences, and ensures access to up-to-date information and required trainings.

How are current funds being used?

- Funding provided for education has remained relatively flat for over ten years.
- Limited funds (\$312,500 annually) are available currently to train thousands of court personnel, many of whom have limited or no training opportunities.
- There is no additional funding available through the current AOC budget.

Why should the state pay for judicial education?

- Your constituents deserve well-trained public servants. You don't put a state trooper on the road without adequate training. Judges and court personnel need proper training as well.
- The court education funding requests are for all court personnel, not just judicial officers.
- The lack of resources make it particularly difficult for small and rural court personnel to access training opportunities.
- Other agencies depend on judicial officers and court personnel to understand and correctly apply changing legal requirements and to submit accurate data necessary for those agencies to fulfill their own mandates. Inadequate training can lead to inefficiencies, delays, and added expense or lost revenue by other agencies.

Don't judges already have experience?

New judges are typically highly experienced legal professionals in specialty practice areas. Judges are required to be proficient in all areas of the law. Training ensures they have all of the knowledge, skills, and abilities they need to serve on the bench.

There is huge turnover on the bench and among court personnel:

- The "age wave" is here and is creating huge turnover on the bench and among court staff. Nearly a third of all the trial court judges were replaced in the last few years. Court of Appeals judges are retiring in similar numbers. We need additional dollars to train these new judges.
- There is also an increase in the turnover of court administrators which needs to be addressed.
- New employees begin work without critical training. Almost 50% of judicial officers and almost 63% of new administrators received no training during their first six months on the job.

New Legislation

- Last year alone the Legislature passed more than 130 bills that impacted the court system, including protection orders, family law and parentage, guardianship, mental health, public records, and juvenile justice. That was a significant increase from the 150 bills that impacted the courts that were passed between 2016 and 2018.
- Proper training is essential to making sure the intent of the legislature is carried out in the cases that come through the courts.
- Judicial officers need to know how these changes affect their sentencing practices and influence their decisions.
- Staff need to know how to implement new processes and procedures so they can appropriately advise the public and properly carry out judicial orders.



WASHINGTON
COURTS

District and Municipal Court Judges' Association

President

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JUDGE DREW ANN HENKE
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JUDGE TYSON R. HILL
Grant County District Court
(509) 754-2011

JUDGE AIMEE MAURER
Spokane County District Court
(509) 477-2961

JUDGE JEFFREY R. SMITH
Spokane County District Court
(509) 477-2959

JUDGE LAURA VAN SLYCK
Everett Municipal Court
(425) 257-8778

COMMISSIONER PAUL WOHL
Thurston County District Court
(360) 786-5562

November 27, 2019

Ms. Teresa Berntsen, Director
Department of Licensing
PO Box 9020
Olympia, WA 98507-9020

RE: October 30, 2019, Annual DOL-Court Leadership Meeting

Dear Ms. Berntsen:

On behalf of the District and Municipal Court Judges' Association (DMCJA), I want to thank you and your staff for the positive and productive meeting that took place on Wednesday, October 30, 2019. As members of the court community, we are collectively committed to the accurate and timely reporting of offenses that impact drivers' records.

We are encouraged by the progress the organizations have made to be responsive to the concerns of the courts. By this letter, I would like to outline my understanding of the issues, the discussion, and the commitments for future actions.

Agency Technology Projects, Constraints, and Related Issues

I. Communication between DOL and Courts

During our meeting, the DOL reported its process to field all questions for Carla Weaver and Tiffany Brooks to your agency's customer records support team since implementing the new DRIVES system. Admittedly, there have been some issues with court customers receiving timely information because the direct contact with the law and justice team, namely, Carla Weaver and Tiffany Brooks, no longer exists. Mr. Brad Benfield expressed that this system will improve over time and DOL will endeavor to respond to court inquiries in a timely fashion.

II. Gender X Project

The DOL reported that on November 12, 2019, it will allow a gender “X” option on identification documents in addition to M (Male) and F (Female). According to DOL, the “X” notation may be used for those Washington State residents identifying as gender-diverse, non-binary, and gender-nonconforming. The Washington Department of Health now offers birth certificates to be amended to “X.” DOL meeting participants expressed that the agency met with interested communities regarding how the administrative code would be crafted, and received positive input during the rulemaking process. There were more than four hundred comments in support of the “X” notation and less than ten comments opposing the measure.

The AOC reported that its legacy computer systems only provide for the following gender options: F (Female), M (Male), and U (Unknown). These options comply with the federal systems for which the AOC reports such information. A few courts, however, may be able to handle the “X” notation. The court community and law enforcement will be educated that identification documents with an “X” will be recorded in legacy systems as “U.” DOL, AOC, and court leaders will continue to monitor the logistics related to the Gender X Project.

III. Cancellation of Restrictive License

The issue of judges’ inability to view the exact date that an occupational/restricted driver license (ORL) was cancelled has caused issues for the court. For instance, a driver may be cited for violating restrictions, but the driving record does not express the specific driving restrictions. Ms. Weaver expressed that DOL is currently working on this issue. Court leaders and DOL agreed that this issue will be added to the DOL Update Session at the annual District and Municipal Court Judges’ Association (DMCJA) Spring Conference in June 2020.

Other Issues, Concerns, or Opportunities

Commercial (CDL) Violations Reporting Within Ten Day Period

The group discussed the requirement that DOL report CDL violations to the federal government within a ten-day period, which is made possible when courts timely report CDL violations to DOL. In previous years, DOL had provided the court community with a ten-day reporting update to allow courts to know whether they had complied with reporting. DOL meeting participants expressed that the new DRIVES system does not provide this report. Thus, DOL, court leaders, and the AOC will continue to track this issue.

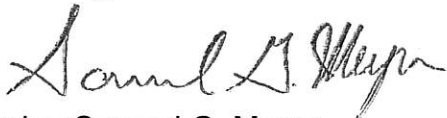
Ms. Teresa Berntsen, Director
November 27, 2019
Page 3

Court Education

The group addressed the issue of some courts not being familiar with DOL requirements. For this reason, court leaders are advocating for mandatory education for court personnel. AOC will continue to work with DOL and courts regarding the ten-day CDL reporting requirement and failures to appear (FTA) adjudications, which will be added to the 2020 DMCJA Spring Conference's DOL Update Session.

Again, thank you for your continued support of this Joint Leadership Meeting. It is an important measure in maintaining excellent working relationships among all of the participating organizations.

Sincerely,

A handwritten signature in cursive script, appearing to read "Samuel G. Meyer".

Judge Samuel G. Meyer
DMCJA President



**DMCJA BOARD MEETING
FRIDAY, DECEMBER 13, 2019
12:30 PM – 3:30 PM
AOC BUSINESS OFFICE
SEATAC, WA**

PRESIDENT SAMUEL MEYER

SUPPLEMENTAL AGENDA

PAGE

Call to Order

General Business

- A. Minutes
 - 1. November 8, 2019
- B. Treasurer's Report
- C. Special Fund Report
- D. Standing Committee Reports
 - 1. Legislative Committee
 - 2. Rules Committee – Meeting Minutes for October 23, 2019
- E. Judicial Information System (JIS) Report – *Vicky Cullinane*

Liaison Reports

- A. Board for Judicial Administration (**BJA**) – *Judges Kevin Ringus, Mary Logan, Dan Johnson, and Tam Bui*
- B. District and Municipal Court Management Association (**DMCMA**) – *Ms. Dawn Williams*
- C. Misdemeanant Probation Association (**MPA**) – *Ms. Stacie Scarpaci*
- D. Superior Court Judges' Association (**SCJA**) – *Judge Judith Ramseyer*
- E. Washington State Association for Justice (**WSAJ**) – *Sean Bennet Malcolm, Esq.*
- F. Washington State Bar Association (**WSBA**) – *Kim E. Hunter, Esq.*

Discussion

- A. Court System Education Funding Task Force Presentation – Judge Douglas Fair
- B. Social Media (Facebook, Twitter, etc.): Public Outreach Committee request to create DMCJA Facebook Page
 - 1. **Administrative Office of the Courts Social Media Guidelines**
- C. Petition to Change Name – Washington Attorney General Office's concerns regarding practices

X1-X4

<p>in Washington State District Courts</p> <p>D. Ratification of Board Commissioner Appointment</p>	
<p>Information</p> <p>A. Comment on Rules of Professional Conduct – Comment to Rule 4.4 – Respect for rights of Third Person (Submitted to Supreme Court Rules Committee December 4, 2019)</p> <p> 1. Proposed Amended Court Rule (Revised after Original Submission)</p> <p>B. TVW is featuring Washington Courts. For interviews regarding district and municipal courts and therapeutic courts, please visit the following web links:</p> <ul style="list-style-type: none"> • https://www.tvw.org/watch/?eventID=2019111019 • https://www.tvw.org/watch/?eventID=2019111111 <p>C. DOL-Court Leadership Meeting Summary Letter</p> <p>D. DMCJA Public Outreach Committee Campaign to “Take Your Legislator to Work Week” is December 9-13, 2019. Please invite your local or state official to visit your court.</p> <p>E. On December 20, 2019, Judge Meyer and Judge Robertson will meet with King County Superior Court regarding Judicial Access to court documents.</p>	<p>X5</p> <p>X6-X7</p>
<p>Other Business</p> <p>A. The next DMCJA Board Meeting is January 10, 2020, 12:30 p.m. to 3:30 p.m., at the AOC SeaTac Office Center.</p>	
<p>Adjourn</p>	



GUIDELINES ON THE USE OF SOCIAL MEDIA FOR AOC EMPLOYEES

Purpose

The purpose of this document is:

- to recognize the growing utilization of social media by both individuals and organizations,
- to illustrate the use of social media by the Administrative Office of the Courts as a tool to communicate with the public at large,
- to describe the various types of social media and how they advance Washington Courts communications efforts, and
- to advise employees of the need to adhere to AOC Policies and relevant authorities when using social media.

Social media defined

For the purposes of these guidelines, social media is defined as electronic, web-based technologies that allow instant, widespread and interactive communication. The communications tools are chosen by the users to get information when and how they want it. The AOC offers Facebook, YouTube, Twitter, Flickr and RSS feeds. As new technologies evolve, the AOC will explore additional social media tools for court communication.

The Office of Communications and Public Outreach will post all content on the AOC's social media sites under the heading "Washington Courts". Questions about how court-related information is disseminated through social media can be directed to that office. Primary leads are as follows:

- Facebook (Lorrie Thompson)
- Twitter (Wendy Ferrell/Gini Niles)
- YouTube (Monto Morton)

Content posting on these sites will be at the sole discretion of this Office. While suggested content by AOC employees for posting is encouraged, the Office will retain the editorial control of what is eventually posted.

Employees who choose to individually comment or post information related to court business, do so with no authority as spokespersons for the AOC, and therefore should not make statements or post information about court closings, special ceremonies, court cases, court administration or other court activities.

Court committees and commissions staffed by AOC

Committees and commissions staffed by AOC that are interested in having their own social media platforms are welcome to do so, provided that either a) AOC staff assigned, or b) a member of the organization is charged with developing content and updating the sites.

AOC staff who have responsibilities for their committee or commission social media sites are asked to remind judges on their committees to abide by the [Code of Judicial Conduct](#), and pay particular attention to [Ethics Advisory Opinion 09-05](#) which relates to blogging by judicial officers.

Prior to launching, the committees or commissions may want to consult with the Manager of the Office of Legal Services and Appellate Court Support on any further ethical questions, or if judges are posting content directly.

The National Association of Court Management also recently adopted a [model policy for court employees](#) that might serve as a valuable reference.

Employee participation on social media

Employees who choose to participate in social media as individuals are advised to exercise caution in certain areas of online activities, particularly when visiting these sites during work hours.

Employees should use caution when posting certain comments on Facebook, joining certain groups on Facebook or transmitting messages on Twitter that would violate policies.

For example:

- An employee may not disclose any confidential information acquired in the course of employment. This obligation extends after termination of employment as well. (This is outlined in the [confidentiality agreement](#) signed upon accepting a position with AOC.)
- State funds and equipment are to be used only for state business, except that minimal use is permitted if certain conditions are met, including that it is brief in duration, occurs infrequently and is the most effective use of time and resources. Please see [AOC Policy 11.01](#) for further details.
- AOC employees must also adhere to the strict prohibitions concerning certain political activities, including the use of public money, equipment

(including computers and e-mail). Please see [AOC Policy 3.22](#) for further details.

Employees should note that these examples are in no way all inclusive and activities must adhere to all AOC policies and guidelines.

Disclaimers

If an employee on social media lists AOC as their employer, they are also encouraged to include a disclaimer that they are not speaking officially for the court to reduce any confusion for the public.

Please see the following examples:

- *Twitter:*
Information Manager/Data Architect w/ the WA State Admin. Office of the Courts. Tweets are my own.
- *Facebook:*
Disclaimer: This posting does not reflect the opinions of the Administrative Office of the Courts or the Washington State judiciary. Nothing here implies or otherwise suggests the support of my employer or of the Washington State judicial branch.

EXAMPLES OF SOCIAL MEDIA

Facebook—The Facebook group “Washington Courts” is open to anyone who wants to join, including judiciary employees. The group page is used to promote a positive image of the courts by posting positive press releases, event photos and other items that help educate the public about the good work that is being done in the courts. The Facebook page is not used to disseminate time-sensitive information such as emergency court closings or the release of court opinions.

Twitter—Court users may opt to receive text messages via Twitter. All news releases, emergency court closings, Supreme Court opinion announcements and other news of note will be forwarded as short “tweets” to those with Twitter accounts.

YouTube—The judiciary channel on YouTube will host short videos about court events, programs and services that are designed to educate the public.

RSS feeds—Court users may opt to receive RSS feeds on their personal Internet pages. Three types of feeds are available: Court news, which includes all news releases as well as emergency court closings and updates; Supreme Court Opinions, which announces the release of Supreme Court opinions, and

Court Rule Changes RSS feeds are distributed automatically by the Web team based on updates to the Washington Courts website.

SUGGESTED RULE CHANGES

RULES OF PROFESSIONAL CONDUCT 4.4 COMMENT [4]

[4] The duty imposed by paragraph (a) of this Rule includes a lawyer's assertion or inquiry about any ~~third~~ person's immigration status when the lawyer's purpose is to intimidate, coerce, or obstruct that person from participating in a civil or criminal matter, or otherwise assist with civil immigration enforcement. Issues involving immigration status carry a significant danger of interfering with the proper functioning of the justice system. See *Salas v. Hi-Tech Erectors*, 168 Wn.2d 664, 230 P.3d 583 (2010). When a lawyer is representing a client ~~in a civil matter~~, whether the client is the State or one of its political subdivisions, an organization, or an individual, a lawyer's communication to a party or a witness that the lawyer will report that person to immigration authorities, or a lawyer's report of that person to immigration authorities, furthers no substantial purpose of the ~~civil~~ adjudicative system and violates this Rule. A communication in violation of this Rule can also occur by an implied assertion that is the equivalent of an express assertion prohibited by paragraph (a). Sharing personal information with federal immigration authorities, including but not limited to, home address, court hearing dates, citizenship or immigration status, or place of birth, absent a court order, for the purpose of facilitating civil immigration arrests is conduct that is in violation of this Rule. See also Rules 1.6(a) (prohibiting a lawyer from revealing information relating to the representation of a client), 8.4(b) (prohibiting criminal acts that reflect adversely on a lawyer's honesty, trustworthiness, or fitness as a lawyer in other respects), 8.4(d) (prohibiting conduct prejudicial to the administration of justice), and 8.4(h) (prohibiting conduct that is prejudicial to the administration of justice toward judges, lawyers, LLLTs, other parties, witnesses, jurors, or court personnel or officers, that a reasonable person would interpret as manifesting prejudice or bias on the basis of sex, race, age, creed, religion, color, national origin, immigration status, disability, sexual orientation, or marital status).

Government officials may provide federal immigration authorities with information relating to any person involved in matters before a court only pursuant to chapter 7.98 RCW, or upon request and in the same manner and to the same extent as such information is lawfully made available to the general public, or pursuant to a court order. Additionally, under 8 U.S.C. § 1373, government officials are not prohibited from sending to or receiving from immigration authorities a person's immigration status or citizenship. Lawyers employed by federal immigration authorities engaged in authorized activities within the scope of lawful duties shall not be deemed in violation of this rule.

DRAFT PROPOSED AMENDED COURT RULE – 12/04/19

- A. No person shall be subject to civil arrest or have his or her freedom restricted or hindered within five miles of court facilities while present in, going to, or returning from court facilities to attend or participate in court proceedings or otherwise conduct business with the court, except (a) by lawful court order or judicial warrant, (b) when it is necessary to secure the immediate safety of judges, court staff or the public, or (c) where circumstances otherwise permit warrantless arrest pursuant to RCW 10.31.100.
- B. Washington courts may issue writs or other court orders necessary to enforce this court rule.
- C. For purposes of this rule the following definitions shall apply:
 - 1. “Court Facilities” means any building or space occupied or used by a court of this state and adjacent property, including but not limited to adjacent sidewalks, all parking areas, grassy areas, plazas, court-related offices, commercial spaces within buildings or spaces occupied or used by a court of this state, and entrances to and exits from said buildings or spaces.
 - 2. “Business with the court and accessing court services” includes, but is not limited to, doing business with, responding to, or seeking information, licensing, certification, notarization, or other services, from the office of the court clerk, financial/collections clerk, judicial administrator, courthouse facilitator, family law facilitator, court interpreter, and other court and clerk employees.
 - 3. “Restrict or Hinder” includes, but is not limited to, stopping, detaining, holding, questioning, interrogating, arresting or delaying individuals by state or federal law enforcement officials or agents acting in their official capacity.

CURRENT PROPOSED COURT RULE:

- 1. No person shall be subject to civil arrest without a judicial arrest warrant or judicial order for arrest while the person is inside a court of law of this state in connection with a judicial proceeding or other business with the court.
- 2. No person shall be subject to civil arrest without a judicial arrest warrant or judicial order for arrest while the traveling to a court of law of this state for the purpose of participating in any judicial proceeding, accessing services or conducting other business with the court, or while traveling to return home or to employment after participating in any judicial proceeding, accessing services or conducting business with the court. Participating in a judicial proceeding includes, but is not limited to, participating as a party, witness, interpreter, attorney or lay advocate. Business with the court and accessing court services includes, but is not limited to, doing business with, responding to, or seeking information, licensing, certification, notarization, or other services, from the office of the court clerk,

financial/collections clerk, judicial administrator, courthouse facilitator, family law facilitator, court interpreter, and other court and clerk employees.

3. Washington courts may issue writs or other court orders necessary to enforce this court rule.