

BOARD FOR JUDICIAL ADMINISTRATION



**WASHINGTON
COURTS**

MEETING PACKET

**FRIDAY, MARCH 21, 2025
9:00 A.M.**

VIDEOCONFERENCE

Board for Judicial Administration Membership

VOTING MEMBERS:

Chief Justice Debra Stephens, Chair
Washington State Supreme Court

Judge Alicia Burton, Member Chair
Superior Court Judges' Association
Pierce County Superior Court

Judge Andrea Beall
District and Municipal Court Judges' Association
Puyallup Municipal Court

Judge Tam T. Bui
District and Municipal Court Judges' Association
Snohomish County District Court

Judge George Fearing
Court of Appeals, Division III

Judge Kristin Ferrera, President
Superior Court Judges' Association
Chelan County Superior Court

Judge Rebecca Glasgow
Court of Appeals, Division II

Judge John Hart
District and Municipal Court Judges' Association
Whitman County District Court

Judge David Mann
Court of Appeals, Division I

Justice Raquel Montoya-Lewis
Washington State Supreme Court

Judge Donald Richter
Superior Court Judges' Association
Pacific County Superior Court

Judge Rebecca Robertson
District and Municipal Court Judges' Association
King County District Court

Judge Diana N. Ruff
Superior Court Judges' Association
Benton/Franklin Superior Court

Judge Michael Scott
Superior Court Judges' Association
King County Superior Court

Judge Karl Williams, President
District and Municipal Court Judges' Association
Pierce County District Court

NON-VOTING MEMBERS:

Sunitha Anjilvel, Acting President
Washington State Bar Association

Judge Anita Crawford-Willis, President-Elect
District and Municipal Court Judges' Association
Seattle Municipal Court


Judge Cindy Larsen, President-Elect
Superior Court Judges' Association
Snohomish County Superior Court

Terra Nevitt, Executive Director
Washington State Bar Association

Dawn Marie Rubio
State Court Administrator

The **Mission** of the Board for Judicial Administration is to provide leadership and develop policy to enhance the judiciary's ability to serve as an equal, independent, and responsible branch of government.

The **Vision** of the Board for Judicial Administration is to be the voice of the Washington State courts.

	Board for Judicial Administration (BJA) Meeting Friday, March 21, 2025 (9 a.m. – 12:00 p.m.)	
AGENDA		
1. Call to Order Welcome and Introductions Member Responsibilities	Chief Justice Debra Stephens Judge Alicia Burton	9:00am Tab 1
2. BJA Task Forces Alternatives to Incarceration <i>Motion: Extend Task Force through the end of 2025</i> Remote Proceedings	Judge Mary Logan/Judge Katie Loring/Melissa Hernandez Judge Jim Rogers/Judge Angelle Gerl/Melissa Hernandez	9:05am Tab 2
3. Committees Budget and Funding Committee Court Education Committee <i>Motion: Approve Amended Charter</i> Legislative Committee Policy and Action Committee <i>Motion: Approve co-chairs for the Workplace Harassment Task Force from the Adopted Strategic Initiative</i> Court Security Committee	Judge Diana Ruff/ Chris Stanley Judge Tam Bui/Scott Hillstrom Judge Rebecca Glasgow/ Brittany Gregory Judge Michael Scott/Melissa Hernandez Judge Sean O'Donnell/Kyle Landry	9:20am Tab 3
4. Hope Card Update	Lillian Hawkins/Scott Ahlf	10:20am Tab 4
5. Pretrial Services	Yvonne Jones Colby Brewer	10:35am Tab 5
6. Minutes approval <i>Motion: Approve the February 21, 2025 meeting minutes</i>	Judge Alicia Burton	10:50am Tab 6
7. Information Sharing	Judge Alicia Burton	10:55am
8. Adjourn		11:15am

Persons who require accommodations should notify Melissa Hernandez at Melissa.Hernandez@wa.courts.gov to request or discuss accommodations. While notice five days prior to the event is preferred, every effort will be made to provide accommodations, when requested.
Next meetings: <i>Location TBD if not listed</i> <ul style="list-style-type: none">• May 16, 2025, 9am-12pm: Zoom• June 13, 2025, 8:30am-1:00pm, Judicial Leadership Summit

BJA Member Responsibilities

1. Materials are provided ahead of the meetings and members are responsible for reviewing all materials prior to the BJA Meeting understanding that these materials provide context for meeting discussions and voting items.
2. BJA members who represent an association are responsible for reporting information gleaned from BJA committee meetings and monthly BJA meetings back to their respective associations to include: materials shared prior to the BJA meeting, key takeaways from meeting presenters, and results of motions that were proposed during the meeting.
3. All questions and discussions regarding materials and motions should be asked and answered prior to the motion passing.
4. If a BJA member representing an association is not available, they are able to appoint a proxy for the meeting. A proxy is responsible for completing all of the aforementioned duties and represent the same court level as the member they are covering—the proxy cannot be an existing voting member.

TAB 2

March 12, 2025

TO: Members of the Board of Judicial Administration
FROM: Judge Katie Loring and Judge Mary Logan, Co-Chairs of the Alternatives to Incarceration Taskforce (ATI)
RE: Request Extension for Taskforce Authorization through Year End

Good morning,

The Alternatives to Incarceration Taskforce (the Taskforce) respectfully submits this formal request for an extension of its authority and charter. The requested extension will ensure the comprehensive completion of ongoing initiatives and the delivery of well-considered, high-quality outcomes that uphold the integrity of our mission. With this extension, the Taskforce will be able to fulfill its obligations thoroughly and provide actionable recommendations that advance justice and support broad and consistent meaningful implementation of alternatives to incarceration. The justifications for this request are detailed below:

1. Staff Transitions

- **Navigating Change:**

- Over the past year, the Taskforce has experienced a period of transition within its administrative and staffing support, with our primary staff person Jeanne Englert leaving after much of our information gathering and setting of priorities, being replaced by Penny Larson, who also left, and was replaced with Laurie Louise Sale. While change is a natural part of any organization, it has required adjustments that, at times, slowed the pace of our work and resulted in significant gaps in activity and engagement.

- **Rebuilding Momentum:**

- These transitions created a temporary lull in coordination and continuity. However, they also presented an opportunity for the Taskforce to reassess priorities, refocus its efforts, and reinforce a foundation that will sustain progress moving forward.

- **The Vital Role of Administrative Support:**

- Administrative staff are essential to the success of our work. Their contributions—ranging from coordinating meetings and other logistical

supports to drafting reports and recommendations—enable the Taskforce to operate efficiently.

- Administrative staff play a vital role in planning and coordinating meetings, managing logistics, organizing information and resources, and ensuring smooth operations. The transitional period served as a reminder of the essential nature of their support in driving our mission forward.
- Throughout these transitions, Taskforce members have maintained their enthusiasm and determination. The collaborative spirit of the group, coupled with the energy and dedication of the new staff, creates a strong foundation for achieving the ambitious goals we've set.

2. Gaps in Meetings

- **Key Meeting Delays:**

- From **March 27, 2024** to **October 22, 2024** no full Taskforce meetings occurred, and significant momentum was lost during this period.
- A second gap between **October 22, 2024** and **February 4, 2025** further delayed progress.
- The initial plan to meet in May 2024 was canceled due to insufficient new material for discussion, leading to an absence of meetings throughout the summer months.

- **Impact of Gaps:**

- These extended delays and related lack of administrative support and group momentum have postponed the development and implementation of several high-priority initiatives.
- While workgroups were able to meet intermittently, the lack of full Taskforce meetings impacted overall coordination and progress.

3. Tangible Deliverables in Progress

The Taskforce is actively working toward several key initiatives, but additional time is required to complete these deliverables:

- **Educational Initiatives:**

- Developing **conference presentations** at all levels of court to promote more widespread and consistent use of existing alternatives to incarceration by all trial courts, including to address inconsistencies between jurisdictions with education, discussion, and best practices.
- Develop a webinar and potentially an SCJA conference session building thereon regarding analysis and discussion as to why existing alternatives under the Sentencing Reform Act are not used more frequently and how that could be changed.
- Creating **bench cards** to provide concise guidance on topics like sentencing alternatives, including the mandatory consideration of alternatives to full confinement.

- Recommending and convening a future workgroup to analyze and propose legislation for a **Youthful Offender Alternative** under the Sentencing Reform Act. The Taskforce is analyzing data to propose, as a starting place, a specific age range and categories of appropriate crimes.
- **Comprehensive Task Force Report:**
 - The Taskforce will create a comprehensive report including the information gathered about current use of alternatives, reasons why alternatives are not more utilized, and recommendations for changes or additions. Part of this information gathered includes the realization that approximately 50% of courts do not consider indigency in ordering alternatives or provide for alternatives on a sliding scale, meaning that folks must privately pay and consider jail if they are unable to pay, despite the appropriateness of an alternative to incarceration.
 - The report will recommend consideration of indigency at sentencing with regard to alternatives, including a recommendation for change to the judgment and sentence forms to require that consideration.
 - The report will document and summarize our funding request to the Legislature to bridge the gap to make alternatives widely available statewide regardless of the resources of the particular jurisdiction or the individual's ability to pay. *The status of that budget request is presently unknown.*
 - The report also will recommend implementation of resource navigators in individual jurisdictions or shared between jurisdictions.
 - Finally, the report will recommend proposed legislation to provide immunity to defendants for statements made during voluntary, pretrial treatment for mental health and/or substance use disorder, in order to encourage early engagement in treatment and stabilization.

In conclusion, the Taskforce respectfully submits that an extension of its timeline is necessary and warranted to fulfill its mandate effectively. This additional time will enable the Taskforce to overcome the previous delays and regain momentum, finalize ongoing initiatives, and produce high-quality deliverables that align with our objectives.

By granting this extension, the BJA will ensure that the Taskforce will fulfill its mission and produce impactful recommendations, proposals, and education materials to assist in the widespread and consistent implementation of alternatives to incarceration.

Thank you for your consideration.

Respectfully,

Co-Chairs, Superior Court Judge Katie Loring and Municipal Court Judge Mary Logan

March 14, 2025

TO: Board for Judicial Administration (BJA) Members

FR: Judge Jim Rogers and Judge Angelle Gerl
Co-Chairs, BJA Remote Proceedings Work Group

RE: REPORT OF THE Remote Proceedings Work Group

Amendment of the State Court Rules Project

Our group has completed the submission of new and amended rules for remote technology. The Supreme Court has considered and passed most rules, effective July 9, 2024.

The following amendments to Courts of Limited Jurisdiction Rules were adopted: ARLJ 3, 11, 11.2, 15; CRLJ 7, 26, 38, 43, 45, 77.04, CRLJ 2.2, 2.5, 3.2, 3.2.1, 3.3, 3.4, 4.1, 4.6, 4.8, 6.12, 7.3, 7.6, IRLJ 3.3, 3.4, 3.5, 6.7.

The following amendments to Superior Court rules were adopted: CR 1, 7, 26, 30, 39, 43, 45; JCR 11.23; and CR 3.4.

The following amendments or new General Rules were considered: GR 41 (adopted); GR 11.3 (not adopted).

One rule remains that has been addressed separately: amendments to GR 30, electronic signatures. The amendments will be proposed to the Supreme Court Rules Committee.

Budget Request for Hybrid Courtroom Technology

The Work Group submitted a decision package proposal to the BJA that would establish a one-time grant program to fund courtroom technology upgrades that are necessary to conduct efficient hybrid proceedings. We understand that the Budget request was cut in the most recent biennium budget request submitted to the Legislature.

This was unfortunate because in some counties, like teachers buying school supplies, some judicial officers purchase their own video equipment. We understand that the budget is

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being reduced, but we ask that the AOC consider some form of block grant directly to courts to assist these expenses.

Hybrid Courtroom Technology Roundtable

Our AOC staff for the Work Group sponsored the Hybrid Courtroom Technology Roundtable on August 22, 2024.

Panelists from Thurston and Spokane Superior Courts and Tukwila Municipal Court presented slides and videos to highlight the design of their hybrid courtrooms and discussed some of the lessons learned and on-going challenges. Presentations are posted on the [Work Group webpage](#)

Last Project: Best Practice Guidelines, in other words: Bench Card

The group has two final deliverables to complete by June 30, 2025: a bench card to assist judicial officers on the basics during a proceeding, preparing for a proceeding and a final report detailing the work of the committee.

TAB 3

March 14, 2025

TO: Board for Judicial Administration (BJA) Members
FR: Judge Tam Bui, Chair, Court Education Committee (CEC)
RE: MOTION TO APPROVE AMENDMENTS TO BJA-CEC CHARTER and TO APPROVE NEW MEMBER TO THE CEC

Motion Request: In accordance with BJA Bylaws, Article VII(1) and (3), and BJAR 3, the standing committee CEC request the BJA approve the changes to the CEC Charter as set forth below.

- The CEC recommends that the BJA approve the addition of a committee member representing the Misdemeanant Probation Association (MPA).
CEC Vote: *Approved February 19, 2025*
- The CEC recommends that the BJA approve the addition of a committee member representing the Administrative Office for the Courts (AOC).
CEC Vote: *Approved February 19, 2025*
- The CEC recommends that the BJA approve the edited BJA-CEC Charter document.
CEC Vote: *Approved February 19, 2025*

Summary of Changes to BJA-CEC Charter

Section VI – Membership

- Minor edits for clarity
- Added MPA representative
- Added AOC representative

Section VII – Meetings, Quorum, and Proxies

- This is a new section
- Describes how meetings will be scheduled
- Defines Quorum
- Describes how proxies are designated
- Allows the option of voting electronically (when no quorum)

Section VIII – CEC Committee Chair, Assistant Chair, Executive Committee

- Minor edits for clarity
- Include description of Executive Committee decision-making

Section IX – Term Limits

- Added MPA representative (to match Section VI – Membership)
- Added AOC representative (to match Section VI – Membership)



Board for Judicial Administration (BJA)

COURT EDUCATION STANDING COMMITTEE CHARTER

I. Committee Title

Court Education Committee (CEC)

II. Authority

Board for Judicial Administrative Rules (BJAR 3)

III. Purpose

The CEC will improve the quality of justice in Washington by fostering excellence in the courts through effective education. The CEC will promote sound adult education policy, develop education and curriculum standards for judicial officers and court system personnel, and promote coordination in education programs for all court levels and associations consistent with its mission statement and core values.

IV. Policy

The CEC will establish policy and standards regarding curriculum development, instructional design, and adult education processes for statewide judicial education, using the National Association of State Judicial Educator's *Principles and Standards of Judicial Branch Education* goals:

The goal of judicial branch education is to enhance the performance of the judicial system as a whole by continuously improving the personal and professional competence of all persons performing judicial branch functions.

- 1) Help judicial branch personnel acquire the knowledge and skills required to perform their judicial branch responsibilities fairly, correctly, and efficiently.
- 2) Help judicial branch personnel adhere to the highest standards of personal and official conduct.
- 3) Help judicial branch personnel become leaders in service to their communities.
- 4) Preserve the judicial system's fairness, integrity, and impartiality by eliminating bias and prejudice.
- 5) Promote effective court practices and procedures.
- 6) Improve the administration of justice.
- 7) Ensure access to the justice system.
- 8) Enhance public trust and confidence in the judicial branch.

V. Expected Deliverables or Recommendations

The CEC shall have the following powers and duties:

1. To plan, implement, coordinate, or approve BJA funded education and training for courts throughout the state.
2. Assure adequate funding for education to meet the needs of courts throughout the state and all levels of the court.
3. Collect and preserve curricula, and establish policy and standards for periodic review and update of curricula.
4. Develop and promote instructional standards for education programs.
5. Establish educational priorities.
6. Implement and update Mandatory Continuing Judicial Education policies and standards.
7. Develop working relationships with the other BJA standing committees and task forces.
8. Develop and implement standard curriculum for the Judicial College and District and Municipal Court Manager's Washington Court Administrator Academy per ARLJ 14. Provide education for judges and administrators that focuses on the development of leadership skills and provide tools to be used in the daily management and administration of their courts.

VI. Membership

1. Membership

- a. Three BJA members with representation from each court level (Appellate Courts, SCJA, and DMCJA);
- b. Education Committee Chair or designee from each court level (Appellate Courts, SCJA, and DMCJA);
- c. Annual Conference Education Committee Chair or designee
- d. Education Committee Chair or designee from each of the following associations:
 - i. Washington State Association of County Clerks (WSACC)
 - ii. District and Municipal Court Management Association (DMCMA)
 - iii. Association of Washington Superior Court Administrators (AWSA)
 - iv. Washington Association of Juvenile Court Administrators (WAJCA)
 - v. Misdemeanor Probation Association (MPA)
- e. Washington State Law School Dean or the Dean's designee
- f. AOC State Court Administrator or the Administrator's designee

2. Committee Appointments

- a. BJA Members: appointed by the BJA Chairs.
- b. Trial court members: appointed by their respective associations.
- c. Appellate member: appointed by the Chief Justice
- d. Court Administrators and County Clerk members: appointed by their respective associations.
- e. Law School Dean: BJA-CEC Chair and Assistant Chair recruit and submit name(s) for Committee approval

~~o Voting Members: Three BJA members with representation from each court level~~

~~o Education committee chair or a designee from the following:~~

- ~~* Superior Court Judges' Association (SCJA)~~
- ~~* District and Municipal Court Judges' Association (DMCJA)~~

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- ~~Appellate courts~~
- ~~Annual Conference Education Committee Chair or designee~~
- ~~Education committee chair or a designee from each of the following:~~
 - ~~Washington State Association of County Clerks (WSACC)~~
 - ~~District and Municipal Court Management Association (DMCMA)~~
 - ~~Association of Washington Superior Court Administrators (AWSA)~~
 - ~~Washington Association of Juvenile Court Administrators (WAJCA)~~
- ~~Washington State Law School Dean or the Dean's designee~~
- ~~Appointments:~~
 - ~~BJA Members: Appointed by the BJA co-chairs~~
 - ~~Judicial Members: Trial court members appointed by their respective associations and appellate member appointed by the Chief Justice~~
 - ~~Annual Conference Chair: Annual Conference member appointed by Chief Justice~~
 - ~~Court Administrators and County Clerk Members: Administrative and County Clerk members appointed by their respective associations~~
 - ~~Washington State Law School Dean: CEC recruits and appoints~~

VII. Meetings, Quorum, and Proxies

1. There shall be regularly scheduled meetings of the BJA-CEC. The Committee Chair shall propose an annual meeting schedule, which will be approved by the Committee. Reasonable notice of the meeting shall be given to each member. Meetings may be adjusted as necessary to conduct committee business.
2. For any vote on an agenda item to take place at a meeting, a quorum of the voting members or their proxies must be present.
3. A quorum constitutes a majority (over 50%) of voting members of the Committee.
4. Any voting member may designate a proxy to attend a committee meeting and/or to vote.
5. If a quorum is not present at a scheduled meeting where a vote is called, any voting committee member present may call for a voting to be conducted electronically.

VII.VIII. CEC Committee Chair, Assistant Chair and Executive Committee

1. The Committee Chair shall be appointed by the BJA from the three BJA representatives. The ~~chair~~ Chair shall serve for a term of two years.
2. The Assistant Chair shall be a non-judicial representative selected by the ~~chair~~ Chair ~~from the non-BJA representatives~~ for a term of two years.
3. The Chair, Assistant-Chair, ~~a non-judicial representative~~ and the AOC Administrator or his/her designee shall constitute the Executive Committee.
4. The Executive Committee is authorized to make time-sensitive decisions without consultation or vote of the full CEC Committee. Executive Committee will immediately ~~transmit~~ communicate the results of a decision to the CEC and ~~the~~ decision memorialized will be added to the next CEC meeting's agenda in the following month's minutes

VIII.IX. Term Limits

Staggered terms recommended (suggestion: staggered three-year terms for all members),

Representing	Term/Duration
BJA Member, Appellate Courts	*First population of members will be staggered (3 year term)
BJA Member, SCJA	*
BJA Member, DMCJA	*
Appellate Court Education Chair or Designee (1)	Term determined by Chief Justice

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Superior Court Judges' Association Education Committee Chair or Designee (1)	Term determined by their association
District and Municipal Court Judges' Association Education Committee Chair or Designee (1)	Term determined by their association
Annual Conference Chair or Designee (1)	Term determined by Chief Justice
Association of Washington Superior Court Administrators Education Committee Chair or Designee (1)	Term determined by their association
District and Municipal Court Management Association Education Committee Chair or Designee (1)	Term determined by their association

Washington Association of Juvenile Court Administrators Education Committee Chair or Designee (1)	Term determined by their association
Washington State Association of County Clerks Education Committee Chair or Designee (1)	Term determined by their association
<u>Misdemeanant Probation Association (1)</u>	<u>Term determined by their association</u>
Washington State Law School Dean or the Dean's Designee (1)	3-year term
<u>AOC State Court Administrator or the Administrator's designee (1)</u>	<u>Term determined by AOC Administrator</u>

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IX.X. Other Branch Committees Addressing the Same Topic

The CEC identified the following organizations involved in education:

- Association education committees
- Annual Conference Committee
- Gender and Justice Commission
- Minority and Justice Commission
- Court Interpreter and Language Access Commission
- Certified Professional Guardian Board
- Court Improvement Training Academy
- Commission on Children in Foster Care
- AOC's Judicial Information System Education

The CEC will establish or continue relationships with the above-named entities.

XI. Partnership with other Branch Committees

Foster continual relationships with the BJA Legislative, Budget and Funding and Policy and Planning Committees. The CEC will coordinate and collaborate with other BJA standing committees in order to develop long-term strategies for the funding of education and the creation of policies and procedures that are aligned with the BJA strategies and mission statement.

XII. Reporting Requirements

The CEC will report at each regularly scheduled BJA meeting.

XIII. Recommended Review Date

Every two years from adoption of charter.

Adopted: July 18, 2014

Attached Memorandum of Understanding with BCE signed

Amended: March 20, 2015, September 19, 2014, September 18, 2015

July 15, 2022, May 19, 2023, ~~February #, 2025~~



March 21, 2025

TO: Board for Judicial Administration (BJA) Members
FROM: Judge Rebecca Glasgow, BJA Legislative Committee Chair
Brittany Gregory, AOC Associate Director, Judicial and Legislative Relations
RE: BJA Legislative Committee Report

2025 Legislative Session

April 2nd is the policy committee cutoff for bills in their opposite chamber. April 8th is the fiscal and transportation committees cutoff date for bills in their opposite chamber. April 16th is opposite chamber cutoff. Bills that do not make it out of the aforementioned committees by the dates listed will not move any further this session, unless the bill is deemed necessary to implement the budget (NTIB).

Bills that are amended in the opposite chamber will then need to make it back through their chamber of origin for consensus by the last day of session, April 27th.

2025 Agency Request Legislation

So far this session we have seen and discussed bills related to AI in courts, court centralization, the attorney shortage, juvenile points and resentencing, legal financial obligations, judicial discretion, and even the creation of a new civil protection order for impaired driving.

Our 2025 Agency Request legislation is summarized below:

[SHB 1144](#): Adding an additional superior court judge in Skagit county (Representative Debra Lekanoff)

- This bill did not make it out of its chamber of origin. We are waiting for an update from the prime sponsor and House leadership to see if this bill will be NTIB.

[2SHB 1174](#): Concerning court interpreters (Representative Strom Peterson)

- Requests changes to Washington statute ([RCW 2.43](#)) to be compliant with Federal Department of Justice policy interpretation of Title VI prohibiting a court from imposing interpreter costs on parties in all court proceedings and court-managed programs; update statutory verbiage in order to align with the operations conducted by AOCs Court Interpreter Program and industry best practices; and to provide better access to the courts and court services for individuals regardless of their ability to communicate in English.
- Public hearing in Law & Justice on 3/18/2025
- Executive session in Law & Justice on 03/20/2025

[HB 1510](#): Including Appellate Commissioners in PERS Judicial Benefit Multiplier Program (Representative Natasha Hill)

- This bill did not make it out of the fiscal committee in its chamber of origin this session.

[SSB 5133](#): ~~Concerning departures from the guidelines for caregiver status~~ (Senator Claire Wilson)

- This bill did not make it out of its chamber of origin this session.

Other Bills or Proposals Considered

Bills the Legislative Committee has discussed:

- [2SHB 1125](#): ~~Providing judicial discretion to modify sentences in the interest of justice~~ (Representative Tarra Simmons)
 - This bill did not make it out of its chamber of origin this session.
- [SHB 1207](#): ~~Concerning superior court clerk fees~~ (SOS Request Legislation – Representative My-Linh Thai)
 - This bill did not make it out of the fiscal committee it its chamber of origin this session.
- [E2SHB 1218](#): Concerning persons referred for competency evaluation and restoration services (Governor’s Request Legislation - Representative Darya Farivar)
 - This bill addresses competency evaluation and restoration services, including duties of forensic navigators, outpatient competency restoration orders, failure to appear for scheduled admissions, procedures for when the parties do not agree on a diversion program for the defendant, and hearings for involuntary medication determinations. Requires the Department of Social and Health Services to establish an incentive program to manage inpatient competency evaluation and restoration orders. Establishes necessary elements of behavioral health diversion plans.
 - Passed out of the House (53-44-1)
- [SHB 1252](#): ~~Concerning pretrial release~~ (Representative Lauren Davis)
 - This bill did not make it out of its chamber of origin this session.
- [2SHB 1274](#): ~~Concerning retroactively applying the requirement to exclude certain juvenile convictions from sentencing~~ (Representative Chris Stearns)
 - This bill did not make it out of its chamber of origin this session.
- [HB 1362](#): ~~Creating a gambling treatment diversion court pilot program to be conducted by the administrative office of the courts~~ (Representative Chris Stearns)
 - This bill did not make it out of the fiscal committee it its chamber of origin this session.
- [SHB 1380](#): ~~Allowing objectively reasonable regulation of the utilization of public property~~

(Representative Mia Gregerson)

- This bill did not make it out of its chamber of origin this session.
- [2SHB 1399](#): ~~Modernizing, harmonizing, and clarifying laws concerning sheriffs, chiefs, marshals, and police matrons~~ (Representative Roger Goodman)
 - This bill did not make it out of its chamber of origin this session.
- [HB 1426](#): ~~Creating a civil protection order to prevent impaired driving~~ (Representative Lauren Davis)
 - This bill did not make it out of the fiscal committee it its chamber of origin this session.
- [SHB 1460](#): Concerning protection order hope cards (Representative Dan Griffey)
 - This is a fix bill for the Hope Card Program. AOC worked with Representatives Griffey and Davis to ensure the program defined in statute accurately reflects the current capabilities of AOC to implement and administer the program.
 - Passed out of the House (95-0-3)
 - AOC testified in support
- [ESHB 1620](#): Concerning limitations in parenting plans (Representative Jamila Taylor)
 - This bill amends provisions governing limitations a court may impose in a parenting plan on residential time with a child, decision-making authority, and dispute resolution by reorganizing language and making revisions and additions to substantive provisions. Adds additional factors a court must consider when establishing residential provisions of a parenting plan where limitations are not dispositive of a child's residential schedule. Requests the Administrative Office of the Courts to establish judicial training and continuing education curricula relating to trauma-informed resolution and best practices in family law proceedings involving contested parenting plans.
 - Public hearing in Law & Justice on 03/18/2025
 - Executive session in Law & Justice on 03/20/2025
- [ESHB 1829](#): Concerning tribal warrants (Representative Debra Lekanoff)
 - This bill makes a technical definition changes to “authenticated copy,” “tribal,” and “tribal court,” and “tribal law.” Gives certified and non-certified standing for tribal fugitive extradition hearing. Certifies that tribal warrants are to be treated as an arrest warrant issued by the state. Authorizes LEO to enforce tribal warrants.
 - Passed out of the House (61-36-1)
- [E2SSB 5745](#): Concerning legal representation under the involuntary treatment act (Senator Manka Dhingra)
 - This bill clarifies and makes changes to the process for appointed counsel under the Involuntary Treatment Act (ITA). Allows the Office of Public Defense to provide

appointed counsel under the ITA for individuals detained at a state facility.
Standardizes terms and definitions.

- Passed out of the Senate (49-0-0)
- [SJM 8006](#): Concerning the limited license legal technician program (Senator Nikki Torres)
 - This bill asks the Washington State Supreme Court to reinstate the LLLT program. It asks the court to expand the LLLT program to new areas of providing assistance at administrative hearings, and debt collection and eviction proceedings. Also requesting a workgroup to be formed to study and provide recommendations regarding how LLLTs could help defendants in CLJS.
 - Public hearing in Civil Rights & Judiciary on 03/14/2025
 - Executive session in Civil Rights & Judiciary on 03/19/2025

Bills the BJA has supported:

- [HB 1007](#): Concerning requisites of notice in small claims actions (DMCJA Request Legislation – Representative Sam Low)
 - Requires a notice of claim for small claims to state that failure to appear may, rather than will, result in default judgment against the defendant.
 - Public hearing in Law & Justice on 03/13/2025
 - Executive session in Law & Justice on 03/20/2025
 - BJA signed in Pro
- [EHB 1219](#): Concerning the interbranch advisory committee (Representative Jamila Taylor)
 - This bill removes the sunset date for the Interbranch Advisory Committee.
 - Passed out of the House (58-39-1)
 - BJA signed in Pro
- [HB 1909](#): ~~Establishing the court unification task force~~ (Representative Jamila Taylor)
 - This bill did not make it out of the fiscal committee in its chamber of origin this session.
 - BJA testified in support
- [SB 5021](#): Concerning retention of court exhibits (Clerk Request Legislation - Senator Keith Wagoner)
 - This bill is requesting a change in the statute regarding retention of court exhibits – amending from the current six-year retention period to five years.
 - Public hearing in Civil Rights & Judiciary on 03/18/2025
 - Executive session in Civil Rights & Judiciary on 03/21/2025
 - BJA signed in Pro

BJA Legislative Committee Next Activities

The BJA Legislative Committee will continue to engage with legislators regarding pending legislation and the advancement of any Agency request legislation.

Board for Judicial Administration

Court Security Committee

March 13, 2024

TO: Board for Judicial Administration (BJA) Members

FROM: Judge Sean O'Donnell, Co-Chair, BJA Court Security Committee
Suzanne Elsner, Co-Chair, BJA Court Security Committee

RE: BJA Court Security Committee Report

The BJA Court Security Committee has identified and taken steps to address the following legislation:

HB 1399

Committee members identified HB 1399 as having the potential to disrupt courthouse security by affecting the special commissions used by many municipal courts to secure their facilities, as well as modifying the duties of the Sheriff in a way which reduced the obligation to attend court sessions. Discussions were held with a representative who introduced a striker which should protect the courts' interests and affirm the Sheriff's duty to protect the courts' sessions.



Hope Card Program

Lauren Pilnick, Program Coordinator
HopeCard@courts.wa.gov

Foundation and Background

- In the 2023 legislative session, House Bill 1766 was introduced to create a Hope Card Program catalyzed by survivor leadership
 - The bill was sponsored in a bipartisan effort by Representatives Griffey, Davis, Senn, Dent, Callan, and Cheney
- In May of 2023, Governor Inslee signed ESHB 1766 into law creating and funding Washington's Hope Card Program
 - Law took effect and the program launched January 1, 2025



Clips from TVW Coverage of Hope Card Legislative Hearings
Pictured: Representative Dan Griffey (top), Jamie Sullivan (left),
Thurston County Sheriff Derek Sanders (right)

Collaborative Stakeholders

- Washington State Superior Court Judges' Association (SCJA)
- The Washington State District and Municipal Court Judges' Association (DMCJA)
- The Washington State Association of County Clerks (WSACC)
- Association of Washington Superior Court Administrators (AWSCA)
- District and Municipal Court Management Association (DMCMA)
- The Washington Association of Sheriffs and Police Chiefs (WASPC)
- Victim Advocacy Organizations and Coalitions
- Criminal Justice Training Center
- Local and State Law Enforcement Agencies
- Every Hope Card Program in the U.S.
- ...and many more!



Hope Card Program

WHAT

Provides a durable, laminated **wallet-sized card**

WHY

Survivors **don't need to carry paper protection order**, are more likely to have their order information with them, and **increase enforcement**

HOW

Must have a full civil protection order on file in a WA court; **not a substitute** for a protection order but has the **same effect** as the underlying protection order

WHEN

Law took effect and program launched **January 1, 2025**

WHERE

Centralized program at the AOC: Information and Request Form is accessed and submitted on AOC's **Hope Card website:** www.courts.wa.gov/hopecard. Cards are issued and mailed by AOC.

Who Is Eligible?

Those with valid full civil protection orders of these types:



- ✓ Domestic Violence Protection Order (DVPO)
- ✓ Sexual Assault Protection Order (SAPO)
- ✓ Stalking Protection Order (SPO)
- ✓ Vulnerable Adult Protection Order (VAPO)
- ✓ Anti-Harassment Protection Order (AHPO)

- *Orders must be past temporary status before cards can be issued*



Hope Cards cannot be issued for:

- ✗ No-Contact Orders (NCO) in a criminal case
- ✗ Extreme Risk Protection Orders (ERPO)
- ✗ Restraining Orders

Hope Card Program



**From 12-18
pages...**

**...to a convenient
card!**

**Hope Cards are simply a more portable,
durable way to provide important
information about an existing protection
order that police can use to verify the order
in the case of a potential violation**



Hope Card Program

- Hope Cards are **free** and **can be used until a protection order expires, is dismissed, or materially modified**
- Cards **can be requested anytime** while the order is active
- Requesting a Hope Card is **optional and voluntary**
- Cards will be printed and mailed within **14 business days**
- **One card per each protected party** will be issued, **plus one spare card**
- Display a summary of **essential information**
- Law enforcement rely on current process to **verify and view relevant details**



Illustrations

Washington Hope Card

STATE OF WASHINGTON HOPE CARD

CASE NUMBER: 18-2-2954323

RESTRAINED: STANLEY ALAN DOE

DOB: 08/03/1983

SEX: M

RACE: W

HEIGHT: 6' 1"

WEIGHT (lbs): 200

HAIR: Bro

EYES: Bro



This Hope Card is an indicator of an protective order on file with the State of Washington. Per RCW 7.105.352, a Hope Card has the same effect as the underlying protective order. For Hope Card Program information, visit www.courts.wa.gov/hopecard



LAW ENFORCEMENT MUST VERIFY THIS ORDER

STATE OF WASHINGTON HOPE CARD

ISSUING COURT: Thurston County District Court

ISSUED: 03/03/2017

EXPIRES: 03/03/2099

PROTECTED: DOROTHY BEA DOE DOB: 09/15/1989

OTHER PROTECTED PARTIES AND DOB:

MICHAEL D. DOE 11/24/2014

KATE JO DOE 02/10/2023



Pursuant to RCW Chapter 26.52, protective orders issued by foreign jurisdictions shall be provided full faith and credit.



Washington Hope Card

Indicator of a protection order;
References the RCW that it has the same effect;
Link to informational website

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CASE NUMBER: 18-2-2954323

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Pursuant to RCW Chapter 26.52, protective orders issued by foreign jurisdictions shall be provided full faith and credit.



Washington Hope Card

Highlighted, bolded
prompt to law
enforcement to verify
as usual, also appears
on website homepage

STATE OF WASHINGTON HOPE CARD

CASE NUMBER: 18-2-2954323

RESTRAINED: STANLEY ALAN DOE

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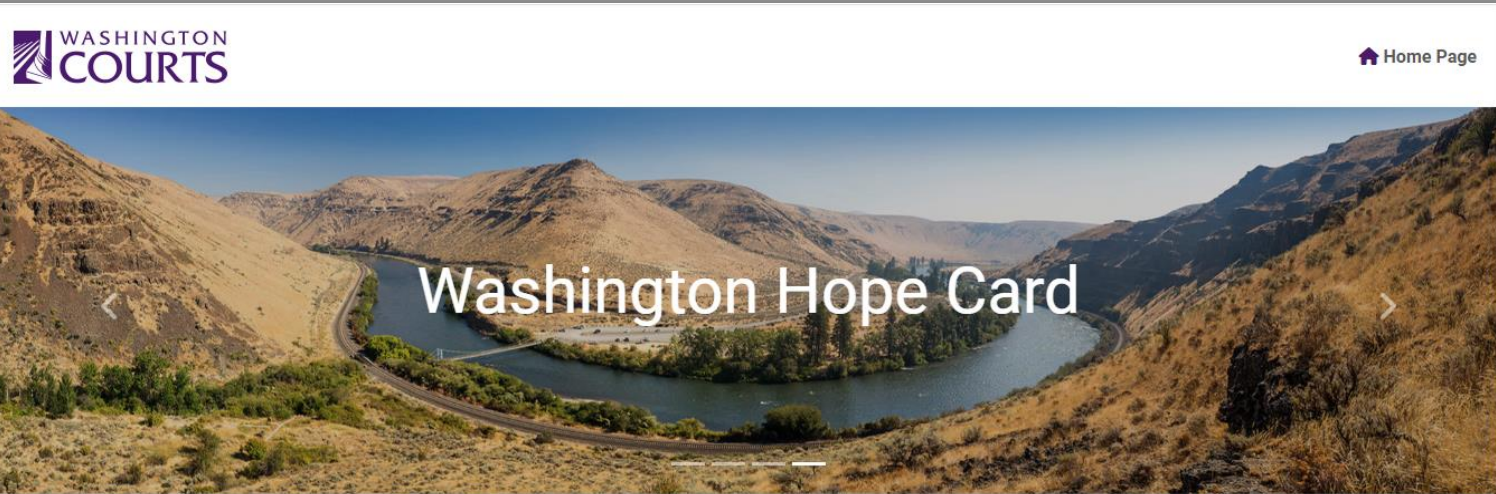
KATE JO DOE 02/10/2023



Pursuant to RCW Chapter 26.52, protective orders issued by foreign jurisdictions shall be provided full faith and credit.



Hope Card Program Website



Website address:
www.courts.wa.gov/hopecard

The Hope Card Program makes it easier for individuals with full civil protection orders to carry important details about their orders. These wallet-sized, durable cards include the information law enforcement needs to verify a protection order if a violation occurs. Hope Cards are a simpler way to inform police, employers, schools, or landlords about your protection order and are free.

Hope Cards are valid as long as your protection order is active. If your protection order is updated, renewed, dismissed, or expires, please destroy the old cards and request free replacement cards through our website.

A Hope Card isn't a substitute for a protection order, and you must already have a full protection order to request a Hope Card. Requesting a Hope Card on this site is not an application for a protection order. If you already have a full (not temporary) protection order, use the information on your protection order paperwork to fill out the Hope Card request form below. You will automatically receive one Hope Card for each protected party listed on the protection order, plus one extra card. If you need additional or replacement cards, please submit a new request form.

Note that Hope Cards are only available if you already have a full civil protection order. Visit the Washington State Court website to learn how to apply for a protection order in your county or call 888-201-1014 for referral to a legal service program or advocate in your area.

LAW ENFORCEMENT MUST VERIFY PROTECTION ORDERS, REGARDLESS OF WHETHER THEY ARE IN PAPER FORM OR PRESENTED AS A HOPE CARD.

[Quick Exit](#)

[What is the Washington Hope Card Program?](#)

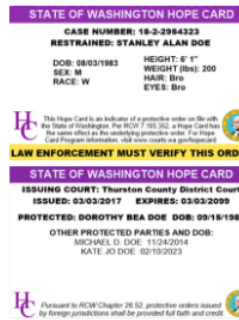
[Washington Hope Card Information](#)

[Request Form](#)

[Frequently Asked Questions](#)

[Resources](#)

[Contact Us Form](#)



Hope Card Request Form

[PRINT](#)

Use this form to request a Hope Card, including requests for additional or replacement Hope Cards. You must already have a civil protection order issued by the court to request a Washington Hope Card. Please refer to your protection order paperwork to complete this form. This form is not an application for a protection order.

After your request is approved, a Hope Card will be issued for each protected person, plus an extra card.

If you do not have your case number, you can search for your [case number here](#) or [click here for the court directory](#) for assistance.

Please select "King County District - all locations" if your order was originally issued by any of the following courts: KCDC-South, East, or West Divisions, Aukene, Auburn, Bellevue, Burien, DJD, Federal Way, Issaquah, Maleng Regional Justice Center (MRJC), Redmond, Renton, Seattle, Shoreline, Southwest Vashon.

The form below will be sent to our office electronically. Fields marked with an asterisk (*) are required.

Request Form

Hope Card Request Form

PRINT

Use this form to request a Hope Card, including requests for additional or replacement Hope Cards. You must already have a civil protection order issued by the court to request a Washington Hope Card. Please refer to your protection order paperwork to complete this form. This form is not an application for a protection order.

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If you do not have your case number, you can search for your [case number here](#) or [click here for the court directory](#) for assistance.

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The form below will be sent to our office electronically. Fields marked with an asterisk (*) are required.

* Case Number

Enter your case number exactly as it appears on the order, including all dashes. If your case number ends with SEA, KNT, or KCX, do not include those letters. Example: 15-1-00153-6.

* Re-Enter Case Number

* Select the Issuing Court Level

Issuing Court Level

* Select the Issuing Court Name

The address you enter is where your Hope Card(s) and related correspondence will be mailed. It is for internal use only and will NOT be printed anywhere on the card. Completed forms may be subject to public disclosure pursuant to [General Rule 31.1](#). Do not list any information you want to remain confidential.

Please enter name exactly as shown on the order.

* Requestor First Name

Requestor Middle Name

* Requestor Last Name

* Address One

Address Two

* City

* State

WASHINGTON

* Zip Code

ENTER YOUR ZIP CODE

1 By submitting this Hope Card Request Form, I affirm and acknowledge that I have read, understand, and agree with the above statement. I declare under penalty of perjury under the laws of the State of Washington that the facts I have provided on this application are true and correct.


SUBMIT

Option to print and mail

Survivor-centered approach asks only for case number and issuing court

Requesters choose where to receive Hope Cards with no validation or verification of mailing address

NOTE: Completed forms may be subject to public disclosure pursuant to General Rule 31.1

 WASHINGTON COURTS
ADMINISTRATIVE OFFICE OF THE COURTS

13

40



Key Areas of Collaboration

Key Areas of Collaboration

• Court Personnel



- Share program information and Request Form website with petitioners after the hearing
- Bookmark the website on public access computers, where available
- Post flyers and website
- AOC is developing a process for Hope Card requests on sealed and confidential cases



• Judicial Officers

- Share program information at hearing – refer petitioners to website as noted on petition



• Law Enforcement

- Accept the Hope Card as an indicator of an underlying civil protection order
- Verify the order as usual



• Victim Advocacy

- Share program information, post flyers and QR code/website
- Assist in filling out Hope Card Request Forms





Program Updates Since Implementation

Launch Reception
and Ribbon Cutting
Ceremony held at
the Capitol on
January 16, 2025

There is hope after
domestic violence. I am
living proof.

REP. LAUREN DAVIS (D-SHORELINE)
BILL CO-SPONSOR AND HOPE CARD RECIPIENT



Hope Card Issuance Statistics

As of 3/13/25:

- Total of 735 cards issued on 270 cases
 - 46 requests denied
 - 11 in progress requests currently being tracked, remedied, or researched



Hope Cards are durable, laminated wallet-sized card that are a more convenient way to provide important information about an existing protection order that law enforcement can use to verify the order in the case of a violation.

HB 1460 – Hope Card “fix bill”

- HB 1460 proposed to better align with capabilities:
 - A Hope Card is not required to be in scannable electronic format
 - Reduces the amount of information that is required to be included about a restrained person to name and date of birth
 - Other elements will be included when available: sex, race, eye color, hair color, height, weight
 - Distinguishing features removed due to inconsistent data entry
 - Requests made to the AOC rather than Superior and District Courts
 - A person requesting a Hope Card may not be charged a fee; removes the limit for free issuance of Hope Cards
 - Fiscal note requested for 0.5 FTE and supplies and operating costs

Program Updates

- Working with the Translation Committee of the Interpreter Language Access Commission (ILAC) to plan procurement of translation services
 - Will deploy when funding permits
- Collaborating directly with courts to improve data quality and provide customer service

Program Updates

- Printable materials - Hope Card poster and takeaway information cards - available self-service within the Resources tab of the Hope Card webpage
- Custom requests for preprinted materials welcome at <https://s.zoom.us/j/6PvvfYETy>



Hope Card Signage and Takeaway Cards featured in
Spokane County Superior Courtroom

Program Updates

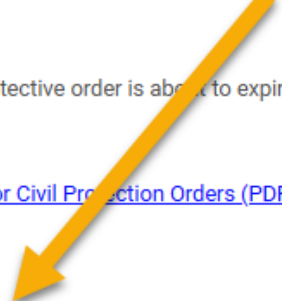
+ What is the Washington Hope Card Program?

+ Washington Hope Card Information

+ Request Form

+ Frequently Asked Questions

– Resources

- Washington Domestic Violence Programs: [Washington Domestic Violence Programs](#)
 - Sexual Violence Law Center: [Sexual Violence Law Center](#)
 - Washington VINE Protective Order Notification Service - provides advance notification when a protective order is about to expire: [Washington VINE Protective Order Notification Service](#)
 - Washington Law Help: [Washington Law Help](#)
 - Legal Resources for Civil Protection Orders (PDF will download when clicked): [Legal Resources for Civil Protection Orders \(PDF\)](#)
 - Washington State Protection Order Resources: [Washington State Protection Order Resources](#)
 - Adult Protective Services (APS) serves vulnerable adults: [Adult Protective Services \(APS\)](#)
 - Self Help Resources - Washington Courts: [Self Help Resources - Washington Courts](#)
 - Hope Card 8.5 x 11 poster no cards (PDF will download when clicked): [Hope Card 8.5 x 11 poster no cards \(PDF\)](#)
 - Hope Card Takeaway Cards to print 8 per page (PDF will download when clicked): [Hope Card Takeaway Cards to print 8 per page \(PDF\)](#)
- 



Thank you for all you do!

Lauren Pilnick, Program Coordinator
HopeCard@courts.wa.gov



Board for Judicial Administration Pretrial Services Update

Yvonne Jones, MSOD, Sr Court Program Analyst
Colby Brewer, Sr. Court Program Analyst

Friday March 21, 2025

Objective

- Background
- Current Projects
- Upcoming



Background

- Pretrial Reform Task Force (2017)
- AOC Pretrial Project (2023)



Pretrial Reform Task Force Final Recommendations Report



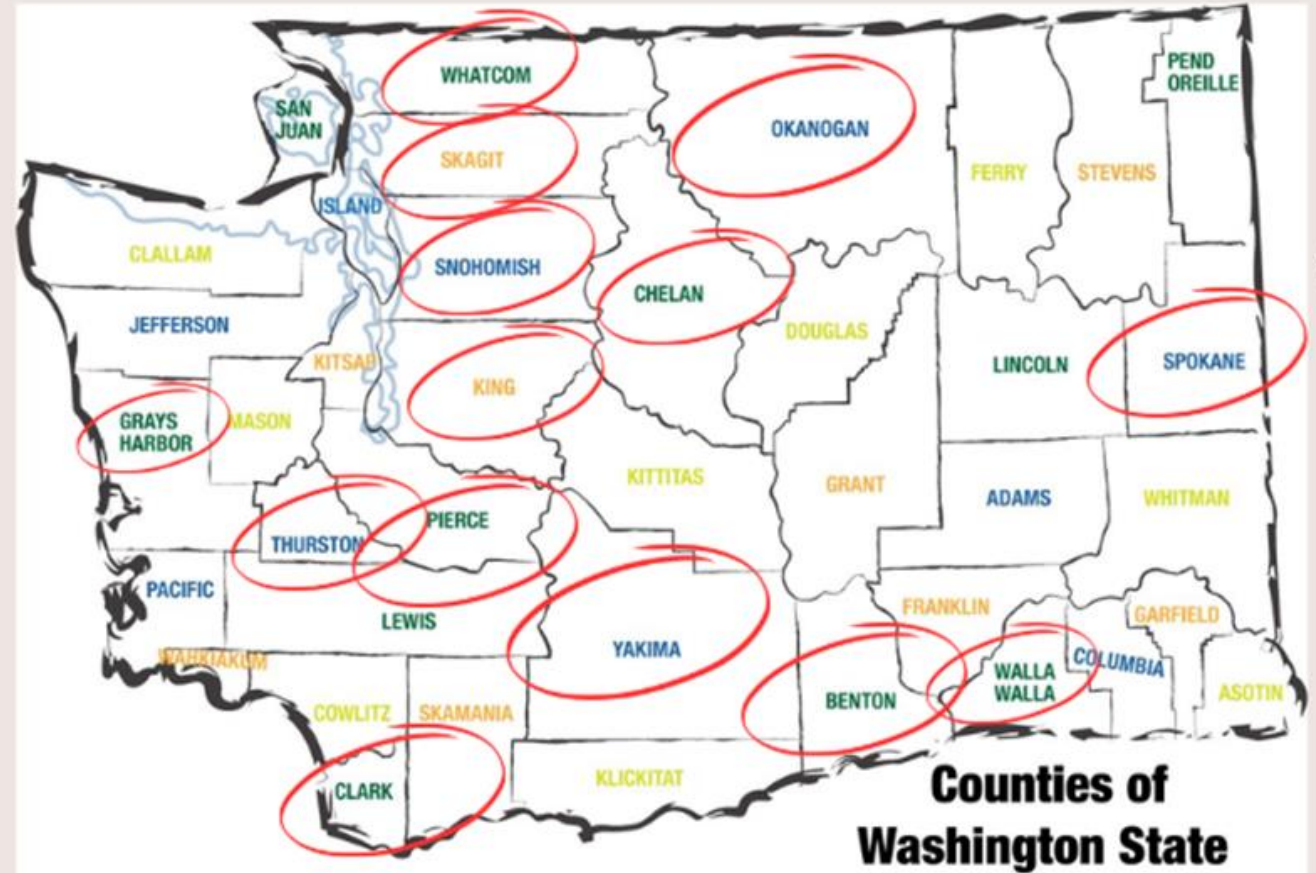
Awardee Sites:

- Skagit County District and Municipal Court
- Snohomish County District Court
- Edmonds Municipal Court
- Everett & Marysville Municipal Court
- Snohomish Superior Court
- Cheney Municipal Court
- Thurston County Pretrial Services
- Walla Walla Court Services
- Walla Walla District Court
- Whatcom County Superior Court
- Yamika County Pretrial Services



Awardee Sites Continued:

- Benton County District Court
- Chelan County Superior Court
- Battleground Municipal Court
- Franklin County District Court
- Grays Harbor District Court
- Redmond Community Court
- Okanogan County Clerks Office
- Bonney Lake Municipal
- Sumner Municipal Court



Overview of Pretrial Strategies and Scope of Work

- FTE
- Training
- Text and Email notifications
- Educational Videos
- Electronic Monitoring
- ORAS certifications
- Trauma Kits
- Equipment and Technology
- Internship

Pretrial Strategies and Scope of Work: (1st Round of Funding)

- **Snohomish OPD (GPS services)**
- **Walla Walla District Court (Expand program, GPS monitoring)**
- **Whatcom County Superior Court (Expand program)**
- **Battleground Municipal Court (GPS services)**
- **Sumner Municipal Court (GPS services)**
- **Bonney Lake Municipal Court (GPS services)**

Pretrial Strategies and Scope of Work (2nd Round of Funding)

- **Skagit** (Training and expand menu of services)
- **Snohomish District** (Launch Pretrial Pilot under Probation)
- **Everett and Marysville** (Training and expand menu of services)
- **Thurston** (Pretrial Conference Registration)
- **Okanogan Clerks Office** (Upgrade technology, staff training)
- **Yakima** (Site visit from APPR TA providers)
- **Redmond Municipal Court** (Training)
- **Cheney Municipal** (Risk Assessment Training)
- **Grays Harbor** (Launch Pretrial pilot under Probation)
- **Spokane District** (Training and expand menu of services)
- **Chelan Superior Court** (Training and expand menu of services)

Recent & Upcoming:

- Additional FTE/Colby Brewer
- Pretrial Interest Meeting*
 - Launch Pretrial Teams Channel
 - Launch Pretrial Listserv
 - Launch Pretrial Network and Mentoring



Where do we go next?



TAB 6

The **Mission** of the Board for Judicial Administration is to provide leadership and develop policy to enhance the judiciary's ability to serve as an equal, independent, and responsible branch of government.

The **Vision** of the Board for Judicial Administration is to be the voice of the Washington State courts.



Board for Judicial Administration (BJA) Meeting

Friday, February 21, 2025 (9 a.m. – 12:00 p.m.)

AGENDA

BJA Members Present:

Chief Justice Debra Stephens, Chair
Judge Alicia Burton, Member Chair
Judge Tam Bui
Judge Andrea Beall
Judge George Fearing
Judge Kristin Ferrera
Judge Rebecca Glasgow
Judge John Hart
Judge Cindy Larsen
Judge David Mann
Terra Nevitt
Judge Donald Richter
Judge Rebecca Robertson
Judge Diana Ruff
Dawn Marie Rubio
Judge Karl Williams

Guests Present:

Jeff Adams
Jenny Durkan
Tim Fitzgerald
Margeaux Green
Jessica Humphreys
Judge Carolyn Jewett
Justice Sheryl McCloud
Frankie Peters

Kevin Plachy
Sara Robbins
Commissioner Karl Triebel

Administrative Office of the Courts (AOC) Staff Present:

Nicole Ack
Scott Ahlf
Kelley Amburgey-Richardson
Heidi Green
Brittany Gregory
Melissa Hernandez
Scott Hillstrom
Laura Jones
Kyle Landry
Penny Larsen
Allison Lee Muller
Stephanie Oyler
Haily Perkins
Christopher Stanley
Caroline Tawes
Lorrie Thompson

Call to Order

Welcome and Introductions

Judge Burton called the meeting to order at 9:01 a.m. She welcomed Chief Justice Stephens back to the BJA meetings.

Chief Justice Stephens encouraged participants to review the governing BJA documents, and reminded everyone of the importance of the BJA as the body that helps the judicial branch self-govern, speak with one voice, and share information. It is essential that BJA participants take the opportunity to bring information to

the table and take back information to share with the associations and organizations they represent.

Immigration Enforcement in and Around Courthouses

This is the first opportunity for the BJA to discuss what we know about the federal Executive Orders (EO) that affect courthouses and court work. Chief Justice Stephens would like to give an update and hear comments. It will also be helpful to understand how funding concerns are being addressed.

There was an EO yesterday that affects any entity spending federal money that promotes illegal immigration. The judicial branch will have to study the EO more closely. The approach the branch is taking is to emphasize we have state laws in place that ensure courts are open to all. Under state law, sheriff deputies can't be deputized by Federal immigration agents. There is no reason to escalate conversations with ICE or Homeland Security unless there is an issue.

There is a reporting form for gathering information and providing that information to AOC regarding any civil arrest activity at court facilities. It is important to report any behavior by immigration authorities that are not compliant with state law. There will be a practical education webinar on this issue as well as sessions at the spring conferences.

There is a document on the Washington Courts resource page ([Washington State Courts - Supreme Court - Immigration Enforcement in and Around Courthouses](#)) that reviews the structure of Immigration and Customs Enforcement (ICE). Understanding the structure is helpful to orient yourself. AOC has requested an informal opinion from the Attorney General to offer advice to our courts. AOC is requesting more specific guidance between complying with state law and current enforceable federal policy. It is important to have a conversation with whomever contracts with security in your courthouse about the terms of the EO, interim guidance, terms of the statute, and what information collecting will look like. Courthouses should have a designated representative on these issues.

BJA Task Forces

Alternatives to Incarceration Task Force

The Task Force will have a report at the March BJA meeting.

Remote Proceedings Workgroup

The Workgroup will have a report at the March BJA meeting.

BJA Standing Committees

Budget and Funding Committee (BFC)

The BFC worked closely with associations to make the best available budget reductions and were able to come to an agreement on the most palatable reductions.

The budget revision memo was included in the meeting materials. The request is a \$12.5 million biennial reduction, or a 25% reduction in a four-year request. New requests were cut while retaining top priorities. Changes include a \$4 million cut to the education package. Reductions include eliminating the new court leadership/management program, the new Courts of Limited Jurisdiction administrators' academy, the new Improving Access to Justice program, the Institute for New Court Employees, two FTEs in education, reducing additional funding for direct costs for existing events, pro tem funding for the District and Municipal Court Judges' Association spring conference, and additional funding for audio/video and live streaming. Six decision packages were cut entirely because they were for new funding to expand existing AOC services.

These cuts may not be enough. The Judicial Branch may be obligated to reduce the base budget in some

manner, and Christopher Stanley has additional cuts that are not reflected in the meeting materials. Those additional cuts, if required, will not impact AOC services or existing staff or affect executing the mission of the Judicial Branch.

It was moved by Chief Justice Stephens and seconded by Judge Ruff to approve revised budget requests. The motion passed unanimously.

Judge Burton thanked the BFC members.

Court Education Committee (CEC)

The CEC is continuing to work on their governing documents. Amendments to their charter were approved. Their policy documents will be addressed next. The CEC voted to add a member from the Misdemeanant Probation Association. The CEC is reviewing their strategic plan, priorities, vision, and mission.

Legislative Committee

This legislative session has many challenges, including new legislators, a tight budget, and a lot of big bills with large fiscal notes. Brittany Gregory thanked Christopher Stanley for his budget work.

All BJA request legislation has made it through the policy cutoff date. Brittany Gregory reviewed the status of the BJA request legislation and other bills of interest to the BJA or courts. A summary was included in the meeting materials.

Judge Burton thanked Brittany Gregory and Judge Glasgow for their work on the Legislative Committee.

Policy and Action Committee (PAC)

Presentation: Gender and Justice Commission on Workplace Harassment

The PAC began the initial process of beginning a project with the Workplace Harassment Survey from the Gender and Justice Commission (GJC).

Judge Glasgow discussed the proposed charter of a BJA Workplace Antiharassment Task Force, included in the meeting materials. She discussed the key findings of the 2021 Workplace Harassment study and pilot project recommendations, and asked that the Task Force oversee development and implementation of a long-term anti-bias/anti-harassment training plan for the Judicial Branch.

The focus would be on data-based research and measurable outcomes. Membership would include organizations across the Judicial Branch. There was a discussion on including a court management professional as a co-chair and adding a member from the Washington Association of Prosecuting Attorneys or the Office of the Attorney General for a legal perspective. Suggestions for other members are welcome.

It was moved by Judge Burton and seconded by Judge Bui to adopt workplace anti-harassment as a strategic initiative and approve a taskforce to focus on workplace harassment. The motion passed unanimously.

Court Security Committee

Kyle Landry submitted the BJA Court Security Committee Annual Report, included in the meeting materials. The Committee established four priorities. Personal security for judicial officers and court staff may be addressed through the Secretary of State to address a confidentiality program.

Funding is difficult, particularly for rural courts. The Committee submitted two budget requests to address this.

There is a new incident and threat reporting form that will improve data collection. The data may be used for funding or security improvements. There is limited access to the data submitted in the form.

Incident Reporting <https://inside.courts.wa.gov/apps/securityform/>;

Threat Reporting <https://inside.courts.wa.gov/apps/threatform/index.cfm>;

Incident Data Charts <https://inside.courts.wa.gov/apps/securityform/charts.cfm>)

There is an ongoing need to support court staff with continued training opportunities.

The Committee is happy to take on projects as they come up.

Public Engagement and Education Committee (PEEC)

The PEEC requested approval of three new members Justice Raquel Montoya-Lewis, Karen Bowen, and Yvette Perrantes. Information about each nominee was included in the meeting materials.

It was moved by Judge Glasgow and seconded by Judge Robertson to approve the new PEEC members. The motion passed unanimously.

Approval of 2025–26 BJA Meeting Schedule

It was moved by Judge Burton and seconded by Chief Justice Stephens to approve the 2025–26 BJA meeting schedule. The motion passed unanimously.

Adoption of Statement of Principles Around Artificial Intelligence (AI)

Washington State Bar Association (WSBA) Presentation

Included in the meeting materials was the AI Statement of Principles. This is not a governance document but a commitment to values. The WSBA created an AI Task Force with representatives from practices across the state, as well as judicial and law school representatives. There will be a full program on AI at the Annual Judicial Conference in fall 2025. Jenny Durkan, Margeaux Green, and Kevin Plachy from the WSBA presented the work of the Task Force.

AI may be one of the most disruptive technologies ever seen, presenting both risks and opportunities. Task Force members reviewed aspects of legal practice that may be affected, as well as access to justice and education. The Task Force is starting to form recommendations, and expects to have a draft report in two months. The Task Force surveyed legal practitioners throughout the state about their use of and attitudes toward technology. The results will be finalized as a stand-alone report.

Kevin Plachy summarized the survey results. Details were included in the meeting materials.

The survey was sent to 10,000 WSBA members across the state and 516 members responded. The highest concerns in legal practice were incomplete or inaccurate data, and potential violation of ethical and professional standards. There is a lack of understanding about how AI processes and stores data. Small firms use AI much less than in-house and large firms. There is interest in training and tools, continuing legal education events, and WSBA resources.

Technology is moving so quickly it is difficult to find what is available. The Task Force would like to prepare, take advantage of the positive aspects of AI, and provide some guidance on the technology. The survey will be a good starting point to understand the use of AI.

The Task Force has no final recommendations yet. The BJA was asked to adopt the statement of principles included in the meeting materials. The statement communicates to the public and legal community that we have a framework informed by ethics and transparency and accountability, and will be cautious and focus on core values.

It was moved by Chief Justice Stephens and seconded by Judge Burton to adopt the statement of principles around AI for the BJA.

Justice Stephens offered a friendly amendment to edit the first paragraph of the statement to add “avoids compounding bias,” Which was inadvertently omitted from the shared draft.

It was moved by Chief Justice Stephens and seconded by Judge Burton to adopt the statement of principles around AI with the addition of “avoids compounding bias” for the BJA. The motion passed unanimously.

A corrected version of the statement of principles will be sent to Melissa Hernandez to circulate.

Jenny Durkan thanked Chief Justice Stephens and the BJA for considering this issue. Chief Justice Stephens thanked the presenters for their information.

Approve Signers for the BJA Dues Account

There has been a transition in BJA staffing and the signatories on the BJA Business Account need to be changed. The BJA needs to officially approve the change, and the minutes need to be signed by the co-chairs to transfer the signing authority. Brittany Gregory and Scott Ahlf will be the new signatories.

It was moved by Judge Robertson and seconded by Judge Burton to change the signatories for the BJA Business Account to Brittany Gregory and Scott Ahlf. The motion passed unanimously.

Minutes Approval

It was moved by Judge Ruff and seconded by Judge Beall to approve the November 15, 2024, meeting minutes as written. The motion passed with one abstention.

Information Sharing

Chief Justice Stephens reminded participants of the June 13, 2025, Leadership Summit at the Temple of Justice in Olympia. Key legislators will likely also be invited. The summit will be a good opportunity to build themes and topics for collaborative discussions. More information will be sent.

Kyle Landry said that GovDelivery is best way to receive up-to-date information on the status of federal funding sources (<https://public.govdelivery.com/accounts/WADOC/subscriber/new>).

Dawn Marie Rubio reminded the participants that the lease for the AOC SeaTac office expires at the end of March 2025. Also, AOC staff will be relocating to larger building nearby to accommodate agency growth. Most staff will move in October 2025. The AOC data center will remain in the same building.

Commissioner Triebel reminded the participants that today is the last day to complete the Disability Justice Task Force survey. Judge Burton reminded everyone that today is also the last day to participate in the belonging survey.

The next BJA meeting is March 16, 2025.

Adjourn

The meeting adjourned at 11:47 a.m.

Recap of Motions from the February 21, 2025 Meeting

Motion Summary	Status
Approve revised budget requests.	Passed
Adopt workplace anti-harassment as a strategic initiative and approve a taskforce to focus on work place harassment.	Passed
Approve a new PEEC members.	Passed
Approve the 2025–26 BJA meeting schedule.	Passed
Adopt the statement of principles around AI with the addition of “avoids compounding bias” for the BJA.	Passed
Change the signatories for the BJA Business Account to Brittany Gregory and Scott Ahlf. Minutes Approval	Passed
Approve the November 15, 2024, meeting minutes as written.	Passed

Action Items from the February 21, 2025 Meeting

Action Item	Status
A corrected AI statement of principles will be sent to Melissa Hernandez for circulation, and will be made available to all courts.	Done
<u>November 15, 2024 BJA Meeting Minutes</u> <ul style="list-style-type: none">• Post the minutes online• Send minutes to the Supreme Court for inclusion in the En Banc meeting materials.	Done