

**BJA Court Security Committee
September 19, 2008 Phone Conference
Meeting Minutes Draft**

Members present: Judge Steve Gonzalez; Judge Janice Whitener-Moberg; Justice Mary Fairhurst; Mr. Jeffrey Beaver.

Staff present: Mr. Rick Coplen; Ms. Karen Castillo

Call to Order

Judge Gonzalez called the meeting to order.

Welcome and Introductions

Members present identified themselves.

Approval of Minutes

Judge Gonzalez asked if there were any changes to the August 1, 2008 meeting minutes. It was noted that there were misspellings to the names of Judge Gonzalez and Mr. Jeffrey Beaver. The minutes were approved with those changes.

Current Incident Reports

Mr. Coplen noted that there were not many incidents reported since the last meeting. He noted that during the summer months, it is typical to receive fewer reports.

Judge Gonzalez reported that King County is implementing an electronic report that will automatically be sent to AOC. He also said that King County Superior Court has been asked to reduce its budget by 11 percent – up from the 8-percent cut that was originally requested.

Judge Gonzalez also reported that he and Judge Whitener-Moberg had received a letter from Judge Buckley resigning from the Court Security Committee. Judge Buckley was also the chair of the CSIRC subcommittee so someone else will need to be appointed. Judge Gonzalez asked Mr. Coplen to provide a recommendation to the committee at its November 7th meeting. In the meantime, Judge Paja will be contacted with regard to appointing a new committee member to replace Judge Buckley.

Crisis Communications Plan

Mr. Coplen reported that there were only two comments from committee members with regard to the Crisis Communications Plan. One concern was mentioned about the liability issue with regard to two phrases in the plan. Judge Whitener-Moberg noted that, on Page 5, Item 5, the questions, “Were there warning signs?” and “If we had seen this coming, what could have been done?” should be removed. Although those are certainly questions that would be asked, they should not be included in the document. All agreed.

Judge Gonzalez also recommended rephrasing the first question to “who has been affected?” rather than “who has been impacted?” Discussion followed and it was determined that those changes would be made.

Items for Discussion

As an introduction, Mr. Coplen noted that the four items listed had come up for discussion with the CSIRC, but that they have broader impact for the full committee. He said that Item A (finding ways to publicize the committee) will be a continuing issue, but that successfully accomplishing the task may help the county budgets.

Judge Gonzalez commented regarding Item B (, saying that he thinks it's a good suggestion. He said that, with regard to specialized training, he will be attending the judicial college next week. He will bring back from that meeting information regarding court security and judicial wellness issues and will report on it in the November meeting.

Mr. Beaver suggested sending out a broadcast email from the court security committee to the presidents of the associations and the court administrators and presiding judges. Judge Whitener-Moberg suggested that it would be a good idea to do that when the Crisis Communications Plan is sent out. At that time, we should ask the judges to provide the names of the chairs of their local court security committee.

Mr. Coplen asked if a manual would be helpful for committee members. He added that for new members, he thought it would be very helpful, but asked members if they thought it would be helpful to others. He suggested including talking points for presentations to local rotary, etc.

Judge Gonzalez suggested that it be sent electronically rather than creating a three-ring notebook. He added that he does support actually printing out the Pocket Cards that were suggested. Mr. Coplen said he will develop one and route it through the committee for comment. It would be for all judges and possible court personnel. What needs to be determined is how much information to include (i.e.) should it include an outline of the Crisis Communications Plan? Judge Whitener-Moberg suggested it contain contact information – who to contact and their phone numbers. Mr. Coplen said that there should be some preamble to it. Judge Gonzalez made the suggestion that a preamble and a reference to the AOC website link where the manual will be located should be on the Pocket Card. This suggestion met with everyone's approval.

Mr. Coplen said that he will put together some of those. He added that Item B can only be done by the BCE representatives.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Karen Castillo
AOC