

DISTRICT AND MUNICIPAL COURT MANAGEMENT ASSOCIATION

September 24, 2020 8:30 a.m.

Zoom

Board Meeting Minutes

Officers Present:

President	Patti Kohler
Past President	Not Present
President Elect	Kris Thompson
Vice President	Ellen Attebery
Treasurer	Judy Ly
Secretary	Maryam Olson

Members & Attendees Present:

1. Autry, Angie – AOC	15. Smith, Tracey
2. Chapman, Krissy	16. Wagner, Jennifer – AOC
3. Cochran, Tami	17. Weaver, Carla – DOL
4. Colberg, Stacy	18. Whittaker, Sharon
5. Creighton, Jennifer	19. Wills, Keith
6. Fairbanks, Tifini	20. Witter, John
7. Gleason, Brian	21. Woodrow, Bonnie
8. Guenther, Melody	22. Yetter, Margaret
9. Meister, Nikki	23. Zitkovich, Mickey
10. Metcalf, Stephanie	
11. Robinson, Patsy	
12. Rogers, Brittini	
13. Schorn, Kristi	
14. Seymour, Kathy	

Call to Order: The meeting called to order by President Patti Kohler followed by welcome and introduction of members appearing by Zoom.

Adoption of Agenda: Patti Kohler would like to add membership duties and Board Meetings after 2020. No objections to agenda. **Ellen Attebery** makes motion to adopt the agenda, Margaret Yetter seconds the motion. Agenda adopted.

Approval of Minutes: No changes to minutes. Ellen Attebery moves to approve the minutes from August 27, 2020. Kris Thompson seconds the motion. Minutes approved.

Treasurer Report: Judy Ly reports the treasurers report is the same as last report – no activities except the balance is \$50 different as a check was cashed. The balance is \$110,503.83. Margaret Yetter moves to approve the treasurers report, Kris Thompson seconds the motion. Treasurers report approved. Judy Ly will e-mail the report.

Liaison Reports:

DMCJA Liaison: Commissioner Rick Leo not available – no report.

AOC CSD Liaison: Angie Autry reports on the 1st webinar for the fall regionals is next Thursday @11. 106 registered. Please share registration link with all staff. Recordings of sessions will be available for those who cannot attend. JIS link users for prosecutors/public defenders has been turned on for them to order/print calendars. Requests are being completed in order of receiving. E-service answer #2527 for information and options. Courts can keep the default setting in which prosecutor/defense can control the ordering – or you can select another option if courts want to be involved. Please remove prosecutor/defense from court RACF ID's.

Vicki is out today and requested to share updates with you. Contracts have been signed with Tyler. Tyler has been wrapping up work with other states and will be joining us next month for the kick-off. File and Serve team meetings have been held to work with current JIS program for e-filing.

Judge Gehlsen brought up issues with early outage notifications for those doing weekend court. Vicky will report back to the DMCJA board meeting on changes AOC will make to get notifications out earlier.

MPA: No report – Stacie Carpaci not present.

DOL: Kathy Seymour reports on ongoing issues of courts releasing FTA on JIS and DIAS. Looking at putting a warning on the FTA screen in JIS to advise not to adjudicate in DIAS as well and courts must put in a Y or N which requires an extra key stroke. AOC change the language to SAWS instead of DIAS. Angie advises only minor changes will be made to JIS due to the system changing. This modification can be done. Margaret Yetter asks about adjudications on RCP screen – Angie will check to see if this can also be included.

Ellen Attebery shares information on RCW 46.61.526 – Vulnerable adult infraction with \$10,000 fine regarding mandatory reporting – eService answer 2267 addresses questions on this. This law went into effect in 2011.

Eastern WA Manager's Mtg: Krissy Chapman reports meeting was held on August 7, 2020 in Lincoln County. Discussions held on board meeting minutes, CLJ CMS project, CARES Act funding and how courts are functioning now. Next meeting is October 9 – Whitman County will host.

Standing Committee Reports

Conference: Margaret Yetter reports there will be no in-person conference in 2021 – looking at the agenda to see what will work virtually. The hotel contracts were signed for conferences - will look at how to get out of them. Dirk Marler to help.

Education: Margaret Yetter reports committee met on September 15, 2020. Discussed fall regionals and to remind everyone about the dates. ARLJ 14 draft sent out and received feedback. Will send out another draft updated with feedbacks and responses. CLJ-CMS – talking about communicating changes coming to all courts – looking at working with Regional Directors to get the word out with flyers or mailers. Will discuss this more.

Technology: Uneek Maylor not present – no report.

Membership: Mickey Zitkovich reports on updating the membership application form. The form cannot be updated/edit it due to the way it was created. May need to re-create it. Also, the brochure mentions the website and may need to remove that until the website is updated. The brochure is being changed to be viewable digitally instead of a tri-fold type brochure – since it is no longer being mailed. Mickey is making a list of the past-presidents and honorary members. If anyone know of someone that needs to be on this list, please contact Mickey. Maryam Olson will check minutes when this was discussed during Paulette Revoir's presidency. If anyone has information on Tricia

Crozier's presidency, please send it to Mickey. Judy Ly checked the by-laws and honorary members do not pay dues. Based on outstanding achievements and all past-presidents - cannot vote but can serve on committees.

Legislative: Maryam Olson reports Patrick Wells attended the meeting. Kathy Seymour shares notes: Discussion on clean-slate act – Judges take no position and endorse the CSA Engagement Action Plan – some committee members will be meeting with legislators to discuss impact of bill on the court system. Requesting clarifying language to RCW 9.90.060 and decided to roll this into work being done around the Clean Slate Act. Superior Court Judge's Association to review the protective order workgroup – statute gaps in RCW 9.41.801 as amended in SHB 2622. Drafted bills being looked at in the next legislative session. Sharon Harvey announced she will be leaving AOC. Angie will be staffing the meetings until a replacement is hired.

Long Range Planning/By Laws Policy: Kris Thompson reports group needs to discuss the code of conduct violations. Patti Kohler requests if anyone has ideas on violations and what should be done, please send to Kris Thompson or Ellen Attebery. No Long-Range Planning meeting today.

State Committee Reports

BJA: Kris Thompson covered the last meeting. Will cover what was discussed at next meeting when the minutes come out. Race equity was discussed and if the Courts will take a stance. Many indicated the Courts should not take a stance and remain neutral – even though many organizations have been pushing for a stance. Agreed to remain neutral – yet continue to offer training/education on fair and impartial/biased issues. Would like to bring back Jonathan Lack for more trainings via zoom.

Court Management council: No report – Patti Kohler will give an update next month.

BJA Court Education Committee: Margaret Yetter had to leave – no report.

Public Trust & Confidence: Paty Gutierrez not present. No report.

BJA Court Security Task Force: Suzi Elsner not present. No report.

Data Dissemination Committee: Paulette Revoir not present. No report.

Rules Committee: Patti Kohler reports will have a meeting next month. Will give an update after that.

Gender and Justice Commission: Lillian Hawkins not present – no report.

Interpreter Commission: Frankie Peters not present. No report.

Pattern Forms: Kathy Seymour has no report.

JIS Codes: Patsy Robinson has no report.

CLJ/CMS PSC: Paulette Revoir not present. Angie reports more discussions will be done at the next steering committee meeting regarding the roll out schedule and communication and reaching out to all courts. Patti Kohler reports King County will go live with their CMS on November 2, 2020 – they will be on minimal operations the week before and the week of.

New Business

Changes in Court Operations: Received many e-mails about people wanting to talk about changes in court operations. Discussions ensued on how courts are functioning with telecommuting. Jennifer Creighton discusses

Thurston County will have a day when all staff will work from home to test how it will work. Discussions ensued on jury trial process, court closures, CARES funding and reimbursement.

Patti Kohler discusses 2021 board meetings to be held every other month.

DOL: Carla Weaver joined in to take any questions.

Adjourn: Patti Kohler adjourns meeting at 10:00 a.m. Next meeting is October 22, 2020 @8:30 a.m.

Respectfully submitted, Maryam Olson, Secretary

DRAFT