

**District and Municipal Court Management Association
Executive Board Meeting
Tuesday, September 19, 2023 10:00 AM**



In-person:
Tukwila Justice Center
15005 Tukwila International Blvd
Tukwila, WA 98188

ZOOM Meeting:

Board Meeting Zoom Link:
<https://wacourts.zoom.us/j/97738083988?pwd=Ly9CTIB1STdaQ0ZySFpkcEVzUnROQT09>
Dial in: +1 253 215 8782 US (Tacoma) Meeting ID: 977 3808 3988 Passcode: 466496

AGENDA

Item	Agenda Item		Approximate Time	
1.	Welcome and Introductions	LaTricia Kinlow, President	10:00	
2.	Adoption of Agenda	LaTricia Kinlow, President		
3.	Approval of Minutes <ul style="list-style-type: none"> July 18, 2023 Meeting Minutes (Attached) 	Candace Enders, Secretary	10:10	
4.	Treasurer's Report <ul style="list-style-type: none"> Treasurer's Report (Attached) 	Bonnie Woodrow, Treasurer	10:20	
5.	Liaison Reports <ul style="list-style-type: none"> DMCJA AOC CSD Liaison AOC ISD/JISC Business Liaison MPA DOL Blake 	DMCJA- Judge Anita Crawford-Willis Angie Autry, AOC Arsenio Escudero Regina Alexander, Melisa Patrick Carla Weaver - DOL, Kathy Seymour, Patsy Robinson, Kris Thompson, Sherri Hansen Jennefer Johnson	10:30	

6.	<p>Standing Committee Reports</p> <ul style="list-style-type: none"> • Conference • Education • Technology • Membership <ul style="list-style-type: none"> ○ Admin Listserve – requires membership? ○ Tracy Dugas – manages listserve • Legislative • Long Range Planning • By Laws/Policy and Procedures • Courts Helping Courts • Diversity, Equity & Inclusion 	<p>Margaret Yetter & Amy Knutson Margaret Yetter & Lillian Hawkins Ellen Attebery & Andrew McSeveney Mickey Zitkovich</p> <p>Kathy Seymour & Maryam Olson Frankie Peters & Therese Murphy Frankie Peters & Therese Murphy Dee Morrill & LaTricia Kinlow Lillian Hawkins & Misty Robison</p>	11:30	
7.	<p>State Committee Reports</p> <ul style="list-style-type: none"> • BJA • Court Management Council • BJA Court Education Committee • BJA Public Engagement • BJA Court Security Task Force • BJA Legislative Committee • BJA Alternatives to Incarceration • Data Dissemination Committee • Interbranch Advisory Committee • GR 34 Rules Committee • Gender & Justice Commission • Minority & Justice Commission • Interpreter Commission • Pattern Forms • JIS Codes • JISC • CLJ/CMS PSC 	<p>LaTricia Kinlow LaTricia Kinlow & Frankie Peters Margaret Yetter</p> <p>Patricia Gutierrez Suzanne Elsner Frankie Peters Raylene Heutink</p> <p>Paulette Revoir LaTricia Kinlow</p> <p>Andrea Belanger Lillian Hawkins LaTricia Kinlow Vacant – Analisa Mai nominated Kathy Seymour Patsy Robinson Paulette Revoir & Margaret Yetter Frankie Peters, Margaret Yetter & Suzanne Elsner</p>	12:30	

<p>9.</p>	<p>New Business Law Day Committee</p> <p>New King County Superior Court Clerk – Catherine Cornwall</p> <p>Voting Items: By Laws Change – Make Courts Helping Courts a Standing Committee</p> <p>Require DMCMA Membership in order to be on the DMADMINListserve</p> <p>Old Business: Model Job Description – Court Clerks</p>	<p>Courtney White</p> <p>LaTricia Kinlow</p> <p>LaTricia Kinlow</p> <p>Ellen Attebery</p>		
<p>10.</p>	<p>Adjourn</p>	<p>LaTricia Kinlow, President</p>		

Next meeting- Business meeting, Tuesday, November 21st @ 10:00 AM

