



District and Municipal Court Management Association Board Meeting

Tuesday, July 15, 2025 - 10:00 AM

In-Person:

East Wenatchee Municipal Court
271 Ninth Street NE
East Wenatchee, WA 98802

Virtual:

Join Teams Meeting:

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Meeting ID: 226 888 990 569 3

Passcode: uL3BJ6ue

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AGENDA

Item	Agenda Item		Approximate Time	
1.	Welcome and Introductions	Mary Beth Phillips, President	10:00	
2.	Adoption of Agenda	Mary Beth Phillips, President	10:10	
3.	Approval of Minutes • March 18, 2025	Kati Dorman, Secretary	10:15	
4.	Approval of Policy and Procedures	Mary Beth Phillips, President	10:20	
5.	Liaison Reports • DMCJA • AOC CSD Liaison • CLJ-CMS • Office of Court Innovation • MPA • DOL • Blake	Representatives • Judge Anita Crawford-Willis • Angie Autry • Scott Ahlf, Amanda Hiles, Jamie Kambich • Jeanne Englert • Regina Alexander • Carla Weaver, DMCMA Committee Liaisons • Sharon Fogo	10:30	

6.	Standing Committee Reports <ul style="list-style-type: none"> • Education & Conference • Technology • Membership • Legislative • Long Range Planning • By Laws / Policy & Procedure • Courts Helping Courts • Diversity, Equity & Inclusion 	Chair, Co-Chair <ul style="list-style-type: none"> • Amy Knutson, Bryan Farrell • Ellen Attebery, Andrew McSeveney • Sherri Hansen, Kati Dorman • Patrick Wells, Maryam Olsen • Misty Robison, Melissa Patrick • Misty Robison, Melisaa Patrick • Dee Morrill, LaTricia Kinlow • Misty Robison, Kris Thompson 	11:00	
7.	State Committee Reports <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 	Representatives <ul style="list-style-type: none"> • Frankie Peters • Frankie Peters, Mary Beth Phillips • Amy Knutsen • Desiree Ochocinski • Suzanne Elsner • Frankie Peters • Brian Gleason • Vacant • LaTricia Kinlow • Andrea Belanger • LaTricia Kinlow • LaTricia Kinlow • Annalisa Mai • Justin Shifflett • Valerie Marino, Deannie Martin • Frankie Peters, Suzanne Elsner • Suzanne Elsner, Frankie Peters, Mary Beth Phillips 	11:30	
8.	New Business Old Business	Mary Beth Phillips, President	12:00	
9.	Adjourn	Mary Beth Phillips, President	12:10	

Next Board Meeting – Tuesday, September 16, 2025 @ 10:00am



DISTRICT & MUNICIPAL COURT MANAGEMENT ASSOCIATION Board Meeting Schedule

Board Meetings will begin at 10:00 AM
(Education Committee will meet at 8:30 AM, prior to Board Meeting)

All Board Meetings will be hybrid
3rd Tuesday of the Month

July 15th, 2025
September 16th, 2025
November 18th, 2025
January 20th, 2026
March 17th, 2026

Long Range Planning *(meets the following Friday at 9:00 am
meetings will all be virtual only, link will be provided via email)*

July, 18th, 2025
September, 19th, 2025
November 21st, 2025
January 23rd, 2026
March 20th, 2026

In-Person Attendance:

East Wenatchee Municipal Court
271 NE Ninth Street
East Wenatchee, WA 98802

Link for Virtual Attendance for Board meetings only:
(Education and LRP links will be provided at a later date via email)

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Recommendations for accommodations in Wenatchee
Hilton Garden Inn 25 N. Worthen (509) 662-0600
Coast Wenatchee Center Hotel 201 N Wenatchee Ave (509) 662-1234
Recommendation for accommodations in East Wenatchee
Fairfield Inn & Suites 201 Valley Mall Parkway (509) 436-9830

DISTRICT AND MUNICIPAL COURT MANAGEMENT ASSOCIATION

March 18th, 2025 10:00 a.m.

Meeting held via ZOOM

Board Meeting Minutes

Officers Present:

President	Frankie Peters
Past President	Trish Kinlow
President Elect	Therese Murphy
Vice President	Mary Beth Phillips
Treasurer	Juanita Sifuentes
Secretary	Candace Enders

Members & Attendees Present:

1. Alenka Beganovich	31. Lisa Winnett
2. Amy Knutsen	32. Margaret Yetter
3. Andy McSeveney	33. Maria Gomez
4. Angie Autry - AOC	34. Marianne Boggie
5. Annalisa Mai	35. Marina Martinez
6. Brian Gleason	36. Maryam Olson
7. Bryan Farrell	37. Melissa Patrick
8. Carla Weaver - DOL	38. Molly Martin
9. Carol Landwehr	39. Nikki Meister
10. Courtney White	40. Okhwa Lewis
11. Cynthia Davis	41. Patrick Wells
12. Dave Lucas	42. Patsy Robinson
13. Dee Morrill	43. Penny Larsen - AOC
14. Dexter Mejia - AOC	44. Rachel Johnson
15. Elizabeth Porras	45. Regina Alexander-MPA
16. Ellen Attebery	46. Robyn Dunham
17. Gail Cannon	47. Rose Carter
18. Holly Haddenham	48. Sharon Fogo - AOC
19. Jake Wiebusch	49. Sharon Whitaker
20. Jamie Kambich - AOC	50. Sherri Hansen
21. Jennifer Crossen	51. Simon Wechsler - AOC
22. Jennifer Smith	52. Stacie Scarpaci - MPA
23. Jina Cusimano	53. Star Felty
24. John Witter	54. Suzanne Elsner
25. Judy Docken	55. Tammy Bayard
26. Justin Ward	56. Tashua Wolford
27. Kati Dorman	57. Tawnya Parks
28. Kris Thompson	58. Valerie Marino
29. Kristi Schorn	59. Yanna Filippidis
30. LeAnne Benek	

Call to Order: President Frankie Peters calls the meeting to order at 10:06 a.m.

Opening Introductions: Introductions completed.

Adoption of Agenda: Margaret Yetter makes motion to approve the agenda. Patsy Robinson seconds the motion. Motion passed.

Approval of Minutes: January 21st, 2025, meeting minutes presented. Margaret moves to approve the minutes. Candace Enders seconds the motion. Motion passed.

Treasurer's Report: Treasurer report presented. Melissa Patrick moved to approve the report. Trish Kinlow seconds the motion. Motion passed.

Liaison Reports:

DMCJA: Judge Goodwin not present.

Frankie gives an update regarding the DMCJA Leadership Committees and Sub Committees that have been formed since the last CLJ Summit.

AOC CSD Liaison: Angie Autry present from AOC.

Sector Parking Update: Update will be sent tomorrow regarding State Patrol being unable to fix their law table issue.

Tickets from Sector that have NONE in the middle name: Citations are being sent down to DOL with None as the middle name. Angie notes officers do receive a pop-up message with a warning regarding "No Middle Name" and can remove it, however, are bypassing the warning. AOC will be meeting with State Patrol regarding changing the language for the pop-up message.

Next DOL/AOC Open Forum is April 23rd. They will be switching the virtual platform from Zoom to Teams.

CLJ-CMS: Angie Autry advises they are currently working with early adopter courts and pilot courts on resolutions for them. They are also working on the implementation for the courts going live in the summer.

Dexter Mejia present from AOC and talks about the Azure/OCourt integration. They are waiting for an API update from Tyler.

Dexter gives update on Person Data Records Improvement Project. They have been working with a vendor (Gardner) for the last 6 weeks. He will be presenting at the JISC Committee in April.

AOC Project Updates: Sharon Fogo present from AOC and reports on the Blake Refund Bureau. A total of 4.5 million dollars have been paid out since 2023.

Tammy Bayard present from AOC and advises that the Supreme Court authorized them to help courts get the work done on Blake cases. If any courts are interested, they can contact Tammy directly at tammy.bayard@courts.wa.gov or blakeadminvacate@courts.wa.gov

MPA: Regina Alexander present from MPA. She gives a big THANK YOU to the DMCMA DEI Committee for helping with the training at their upcoming conference.

Registration for the MPA conference is now closed. The MPA conference is scheduled for April 28th - 30th, 2025 in Lake Chelan.

The next 2025 Misdemeanor Academy is September 8th, 2025 – September 19th, 2025.

DOL: Carla Weaver present from DOL. She advises DOL updated their drive system in February and if anyone is experiencing problems, they should reach out to Law and Justice to report it.

Carla notes anytime DOL has a reporting problem, they will reach out to the Court Administrator of that court.

Standing Committee Reports

Conference & Education: Amy Knutsen present and advises that the academy registration was sent out yesterday. For those not attending the academy, registration will go out this evening. There will be a \$200 incidental fee and a \$100 fee to livestream. Swag is for in person attendance only.

Technology: Ellen Attebery present and advises they are working to implement some new forms for streamlining. They are also working on updating the website. She notes anyone having password issues getting into the web portal, to reach out to her or Andy McSeveney.

Membership: Sherri Hansen present and advises 208 applications have been filed.

Penny Larsen from AOC notes Tracy Dugas has left the team and to email her if there is a new member or if a member is leaving.

Legislative: Patrick Wells present and advises they are more than halfway through the legislative session. He gives an update on bills moving forward and some that are no longer moving forward.

Long Range Planning, By Laws/Policy and Procedures: Therese Murphy present. She must submit any changes to the By Laws/Policy and Procedures Manual to the membership 45 days prior to the next business meeting. The next Long Range Planning meeting is this Friday.

Courts Helping Courts: Dee Morrill present and reports out. She encourages courts to reach out when they have a new Assistant Court Administrator or Court Administrator. They are available for assistance and their form is available on the DMCMA website.

Diversity, Equity & Inclusion: Kris Thompson present. They are continuing to work on their strategic plan.

State Committee Reports

BJA: Frankie advises a lot of the conversations have been about budget and legislation.

Court Management Council: Frankie advises an email was recently sent out with a toolkit included from the Court Management Council. He encourages everyone to review it as it has useful information.

Trish notes the CMC will be hosting a statewide succession training. It will be in October and a virtual option will be available.

BJA Court Education Committee: Margaret Yetter present and advises they have approved support for MPA having a position on the CEC. Penny notes there is a motion on the Friday BJA meeting to address.

BJA Public Engagement & Education Committee: No report.

BJA Court Security: No report.

BJA Legislative Committee: No report.

BJA Alternatives to Incarceration: Brian Gleason present and advises they are meeting next in April.

Data Dissemination Committee: No report.

Interbranch Advisory Committee: Trish Kinlow advises they met last Friday in Olympia at the Temple of Justice. The state is proposing substantial cuts, which will affect AOC and then in turn the courts.

GR 34 Rules Committee: No report.

Gender & Justice Commission: No report.

Minority & Justice Commission: Trish notes focus is on education for the fall conference.

Interpreter Commission: Annalisa Mai present. She notes if House Bill 1174 passes, AOC will plan to revisit the reimbursement policy for 2025.

AOC is currently drafting a letter for interpreters which would provide guidance if an ICE agent was to approach them in and around the courthouse.

Pattern Forms: No report.

JIS Codes: No report.

JISC: No report.

CLJ/CMS PSC: Margaret Yetter reports out. AOC has started some Enterprise Justice active court user feedback sessions to talk to courts that are currently on the new system. This will help provide support and focus will be on stabilizing the active courts before adding on further court users.

New Business: Angie Autry notes there may be issues with the DMCMA listserv. She has submitted a support ticket.

Old Business: No report.

Frankie Peters adjourned the meeting at 11:59 a.m.

Respectfully submitted, Candace Enders, Secretary

DRAFT