



Judicial Council Minutes

July 18, 2019

Room 230, MN Judicial Center

The Judicial Council met on Thursday, July 18, 2019, in St. Paul, Minnesota. Judge Tamara Yon replaced Judge Paul Benshoof as the Ninth Judicial District Chief Judge member. Judge Leslie Beiers, Sixth Judicial District, and AnnMarie O’Neill, Clerk of Appellate Courts, replaced Judge Jeannice Reding, Fourth Judicial District, and Dawn Torgerson, Deputy State Court Administrator, as at-large members.

1. Approval of Draft June 20, 2019, Meeting Minutes

A motion was made to approve the June 20, 2019, meeting minutes, as submitted. The motion prevailed.

Council Action

The Judicial Council approved the June 20, 2019 Meeting Minutes, as submitted.

2. Discussion Item: District Court Access and Fairness Survey Results

Ellen Bendewald, Court Services Division, State Court Administration, presented the results of the 2019 Access and Fairness Survey. The survey is adapted from the National Center for State Courts CourTools Access and Fairness Survey. The survey generated 8,200 responses between December 2018 and March 2019.

- 6,052 surveys were completed in courthouses statewide. This compares to 4,614 surveys in 2013 and 7,769 in 2008.
- 841 surveys of Court Payment Center customers were completed over the phone,
- 824 surveys of Court Payment Center customers were completed after paying a fine online.
- 483 surveys of web visitors were completed on the Judicial Branch public website.

Ms. Bendewald explained that statewide results from the courthouse survey’s access and fairness statements show little change over 2013 and 2008 results, and generally fall within the National Center for State Court’s “Doing Good” category. In general the courts are doing well in the following areas:

- Finding the courthouse was easy.
- I was treated with courtesy and respect.
- I felt safe in the courthouse.
- It was easy to find the courtroom or office I needed.

Responses to the courthouse survey suggest that wait time is an issue. Responses throughout the different survey types suggest a desire for more online services.

It was agreed that the judicial districts will review district specific responses and that staff will review issues to be addressed by the Judicial Council. Staff will return to the Council, within 60 – 90 days, with recommendations for future activities to address the survey results.

3. Decision Item: Internal Audit Division Proposed FY20 Audit

Jamie Majerus, Internal Audit Division, State Court Administration presented the Internal Audit Division’s proposed FY20 Audit Plan.

A motion was made and seconded to approve the proposed Audit Plan. The motion prevailed.

Council Action

The Judicial Council approved the Internal Audit Division’s proposed FY20 Audit Plan.

4. Decision Item: Proposed Amendments to Judicial Council Policy 220; Internal Audit

Jamie Majerus, Internal Audit Division, State Court Administration, reviewed proposed amendments to Judicial Council Policy 220; Internal Audit. A discussion ensued. The policy was further amended as a result of the discussion.

A motion was made and seconded to approve the amendments, as amended, to Judicial Council Policy 220; Internal Audit. The motion prevailed.

Council Action

The Judicial Council approved amendments, as amended, to Judicial Council Policy 220; Internal Audit, effective October 1, 2019.

5. Decision Item: Committee for Equality and Justice Proposed FY20-21 Strategic Plan

Judge Shari Schluchter, Co-Chair, Committee for Equality and Justice, presented the Committee’s proposed FY20-21 Strategic Plan.

A motion was made and seconded to approve the Committee for Equality and Justice Proposed FY20-21 Strategic Plan. The motion prevailed.

Council Action

The Judicial Council approved the Committee for Equality and Justice FY20-21 Strategic Plan.

6. Decision Item: FY20-21 Strategic Plan

Jeff Shorba, State Court Administrator, reviewed the proposed FY20-21 Judicial Branch Strategic Plan and proposed FY20 Operational Plan. Amendments to both documents were offered.

A motion was made and seconded to approve the proposed FY20-21 Strategic Plan, as amended. The motion prevailed.

Council Action

The Judicial Council approved the proposed FY20-21 Strategic Plan, as amended.

A motion was made and seconded to approve the proposed FY20 Operational Plan, as amended. The motion prevailed.

Council Action

The Judicial Council approved the proposed FY20 Operational Plan, as amended.

7. Discussion Item – Proposed FY20-21 Judicial Education Plan

Chief Judge Jodi Williamson, Chair, HR/EOD Committee, presented the Committee’s recommendations for the FY20-21 Judicial Education Plan. She noted that no major changes from the FY18-19 Judicial Education Plan are recommended.

8. Discussion Item: Treatment Court Initiative (TCI) Advisory Committee FY19 Activities Report and Proposed FY20 Activities

Chief Judge John Guthmann, TCI Member, reviewed the FY19 activities of the Treatment Court Initiative Advisory Committee and presented proposed FY20 activities. A discussion ensued and amendments were suggested.

9. Discussion Item: State Court Administrator FY20 Goals

Jeff Shorba, State Court Administrator, presented his proposed FY20 Performance Goals, noting that achievement of the goals forms the basis for his annual performance review.

10. Discussion Item: Other Business

- a. Chief Justice Gildea announced that the September Judicial Council meeting will be held at the Sherburne County Courthouse.

11. Executive Session: Personnel Matters

A motion was made and seconded to go into Executive Session to discuss personnel matters. The motion prevailed.

Following discussion, a motion was made and seconded to exit Executive Session. The motion prevailed.

A motion was made and seconded to ratify the appointment of Bob Sommerville to the position of Ninth Judicial District Administrator, upon the retirement of Paul Maatz. The motion prevailed.

Council Action

The Judicial Council ratified the appointment of Bob Sommerville to the position of Ninth Judicial District Administrator, upon the retirement of Paul Maatz.

There being no further business the meeting adjourned.