

TENTATIVE AGENDA

~~ *Administrative Conference* ~~

Thursday and Friday, April 14-15, 2016

Lincoln Conference Room / Idaho Supreme Court / Boise, Idaho

DRAFT as of 03-31-16

Thursday, April 14, 2016

Location: Lincoln Conference Room

1:30 pm ~~ **Welcome** by Chief Justice Jim Jones

A. Mission Statement, Values and Strategic Goals and Objectives of the Idaho Courts and ICAR 43a

- 1. At each meeting, the Administrative Conference reviews the Court’s Mission StatementPage 5 as revised, and ICAR 43A regarding the role and responsibilities of the Administrative Conference.Page 6

B. Approve the Minutes of the February 2, 2016 Administrative Conference.Page 8

C. Update on Recruitment for the Administrative Director of the Courts.....Page 16

D. Supreme Court Action on Administrative Conference Recommendations and other Supreme Court Updates

- 1. Draft ADA Policy as amended and the accompanying ADA materials for Website.....Page 21
The Court amended the ADA materials to clarify the definition of “Idaho Courts” (to clearly include county obligations) and to clarify that the Idaho Courts will provide reasonable accommodations to those accessing the courts.
- 2. Amendments 1, 2, 4, and 5 to ICAR 32.....Page 31
The Court reviewed the February 17, 2016, memo from Michael Henderson, together with the update of February 24, 2016, and approved the amendments proposed in paragraphs 1, 2, 4 and 5 of the 2/17 memo with the additional amendments to 32 (i) (3-7) as set forth in the 2/24 memo, and that the issue of exemptions for dates of birth and copying of court records be submitted back to the Rule 32 Committee for further consideration. Additionally, a small work group will review what information in criminal cases should be available.
- 3. Amendments to the Idaho Rules of Civil Procedure and Idaho Rules for Small ClaimsPage 43
Cathy Derden presented a memo and information to the Court on these amendments, as well as a proposal to amend the Rule regarding the caption. The Court approved the caption amendment and all of the other proposed amendments to the Idaho Rules of Civil Procedure and the Idaho Rules for Small Claims.
(FYI -- Only the Order & TOC in materials; all 191 pages can be accessed via link above.)
- 4. Amendments to Idaho Criminal RulesPage 64
The Court approved the proposed amendments to the Idaho Criminal Rules.

E. Legislative and Budget Matters

1. FY16 Budget Matters (ending June 30, 2016)Page 70
 - a. Roland Gammill will report to the Conference on the current status of the FY16 General and Dedicated Fund budgets and revenues, including:
 - Technology Fund balances ([I.C. §1-1623](#)) and Filing Fee Revenues ([HB 509 /2014](#))
 - Drug & Mental Health Courts/Family Court Services Fund ([I.C. §1-1625](#))
 - Other Dedicated Funds
 - b. Roland will report on the Judiciary’s projected ending financial status for FY16.
2. FY17 Budget Matters (July 1, 2016 - June 30, 2017)[FYI – refer to 2016 Legislative Summary, E.3.)
 Roland Gammill and Senior Judge Wood will review the Court’s FY17 appropriations ([HB576](#)), proposed budget, and other related matters, including:
 - a. FY17 Program Maintenance
 - FY17 Base \$62,434,600
 - + Benefit Costs \$340,400
 - + Statewide Cost Allocation \$100
 - + Annualizations (2 new magistrate judges)..... \$73,800
 - + CEC for non-judicial employees \$434,700
 - \$63,283,600
 - b. FY17 Enhancements
 - Court Technology: Phase 3 of 5 \$2,000,000
 - Judicial CEC ([SB 1420](#) and [SB 1427](#)) \$815,700
 - Judicial leadership CEC \$-0-
 - Drug Court Fund Restoration
 - 21.5 FTPs to General Fund \$2,617,000
 - Operations to General Fund..... \$332,000
 - [HB 608](#) subtotal..... \$2,949,000
 - Senior Judges ([HB 576](#)) \$865,000
 - Cooperative Welfare Fund \$257,800
 - \$4,071,800
 - Less 80% Emergency Surcharge ([HB461](#))..... (\$2,898,500)
 - Net Benefit \$1,173,300
 - Language Access \$443,300
 - Judicial Excellence & Education \$118,000
 - Per Diem Increase..... \$-0-
 - c. Other FY17 Appropriations benefiting the Courts
 Millennium Fund ([SB 1410](#))
 - Department of Juvenile Corrections ([HB 562](#))
 Prevention & Cessation \$1,062,800
 - Department of Correction ([SB 1409](#))
 Substance Abuse Treatment \$1,859,200
 - Department of Health & Welfare ([HB 579](#))
 New Crisis Center – Region 4 \$506,700
 New Crisis Center – Region 5 \$1,013,300
3. Summary of 2016 Legislation, including the Court’s Defects in the LawPage 81

- 4. FY18 Budget Matters (ending June 30, 2018).....Page 92
 - a. Roland will discuss the process and deadlines for the FY18 budget submission, to be submitted to the Legislative Services Office by November 1, 2016.
 - (1) Preliminary discussion of budget enhancement requests and vote.
 - (2) Known priorities include:
 - Revision of the Technology Funding / Business Plan
 - Judges Retirement Fund contribution rates
 - Judicial CEC
 - Remainder of funding for JEEP (pending FY19)

Friday, April 15, 2016

Location: Lincoln Conference Room

- 8:30 am**
- F. Achieving the Court’s Strategic Goals and Objectives**Page 5
 - 1. Proposed amendments to the Court’s Strategic Goals and ObjectivesPage 122
 - 2. Ensure Access to Justice / Enhance the ability to efficiently conduct court business by developing technologies, especially electronic filing of all court documents......Page 123
IT Strategic Plan, including the status of Ada County.
 - 3. Provide Timely, Fair, and Impartial Case Resolution / Advance justice by resolving cases as early as possible, while guaranteeing the rights of the parties.
Administrative District Judge Stephen Dunn and Senior Judge Barry Wood will update the Conference on the progress of the Advancing Justice Committee generally, and specifically the status of caseflow management plans.
 - 4. Retirement Matters
These items will remain on Administrative Conference agendas until all issues are resolved.
 - a. Judges Retirement Fund Update.....Page 128
 - b. PERSI Eligibility Update
 - c. Magistrates retirement update
 - G. Other Business**
 - 1. Proposed revisions to the Judicial Code of ConductPage 131
 - 2. Review Proposed Rule Amendments
 - a. Proposed amendments to Misdemeanor Infraction RulesPage 175
 - b. Proposed rules from the CFCC / Idaho Rules of Family Law Procedure [201.C, 201.C, 803.D, 819, 720 412 207]Page 195
 - c. Proposed amendments to Idaho Juvenile Rule 19.....Page 206
 - d. Proposed amendments to ICAR 56 from the Children & Families in the Courts Committee.....Page 214
 - 3. Update on Remodel of the Supreme Court basement

H. Discuss Proposed agenda / plans: July 12-13, 2016 Administrative Conference in Boise

- Tuesday, July 12 (morning)Administrative District Judges Meeting
- Tuesday, July 12 (morning) Trial Court Administrators Meeting
- Tuesday, July 12 (afternoon)Administrative Conference
- Wednesday, July 13 (morning)Administrative Conference

I. Upcoming Dates of Importance to the Administrative Conference

October 2016 / Boise

- Thursday, October 13 (morning)Administrative District Judges Meeting
- Thursday, October 13 (morning) Trial Court Administrators Meeting
- Thursday, October 13 (afternoon).....Administrative Conference
- Friday, October 14 (morning)Administrative Conference

February 2017 / Boise

Checking with IAC to see if the 2017 Clerks/Judges date has been set so we can schedule accordingly ...

April 2017 / Boise

- Thursday, April 20 (morning).....Administrative District Judges Meeting
- Thursday, April 20 (morning)..... Trial Court Administrators Meeting
- Thursday, April 20 (afternoon).....Administrative Conference
- Friday, April 21 (morning)Administrative Conference

July 2017 / Moscow

- Tuesday, July 11 (morning)Administrative District Judges Meeting
- Tuesday, July 11 (morning) Trial Court Administrators Meeting
- Tuesday, July 11 (afternoon)Administrative Conference
- Wednesday, July 12 (morning)Administrative Conference
- July 12-14Idaho State Bar’s Annual Meeting

October 2017 / Boise

- Thursday, October 19 (morning)Administrative District Judges Meeting
- Thursday, October 19 (morning) Trial Court Administrators Meeting
- Thursday, October 19 (afternoon).....Administrative Conference
- Friday, October 20 (morning)Administrative Conference

Noon ~~~ Administrative Conference adjourns for the day