

**Judicial Merit Commission – Regular Quarterly Meeting
Tang Conference Room, Law Library, Third Floor
101 West Jefferson, East Court Building
Friday, March 24, 2017**

General Session Meeting Minutes

The Judicial Merit System Commission met on Friday, March 24, 2017, for its regularly scheduled quarterly meeting. The meeting was conducted in the Tang Conference Room located at 101 W. Jefferson Street, East Court Building, Law Library, 3rd Floor.

I. Meeting Convened

The meeting was called to order at 2:35 p.m. with the following Commissioners in attendance: Commissioners Craig Waugh (Chair), Anna Baca, Lauren Eiler, Roger Geddes, and Yvonne Hunter.

Also in attendance were Danna Quinn, Secretary to the Commission, Jennifer Harvey, Human Resources Manager, Rema Farvin, Human Resources Analyst, and Billie Berry, Human Resources Associate.

II. Approval of the Minutes

Commissioner Waugh called for a motion to approve the minutes of the 6 December 2016 Quarterly General Session and 6 December 2016 Executive Session with proposed amendments.

Motion: Commissioner Hunter moved to approve the minutes of the 6 December 2016 Quarterly General Session. Commissioner Eiler seconded the motion. The motion passed by a vote of 4 in favor, none opposed, and 1 abstention.

Motion: Commissioner Hunter moved to enter Executive Session to discuss the 6 December 2016 Executive Session Minutes and other relevant matters associated with legal advice.

Commissioner Eiler seconded the motion. The motion passed by a vote of 4 in favor, none opposed, and 1 abstention.

General Session Ended.

Executive Session convened.

Executive Session Ended.

General Session re-convened.

Motion: Commissioner Hunter moved to approve the minutes of the 6 December 2016 Executive Session. Commissioner Eiler seconded the motion. The motion passed by a vote of 4 in favor, none opposed, and 1 abstention.

III. Appeals for Notification of Status

No appeals for notification of status for this meeting.

IV. Appeals Pending Hearing/Decision

No appeals pending hearing or a decision for this meeting.

V. Update of Appealable Discipline for FY2015/16 Annual Report and Comparison Years

Secretary Quinn reported that staff submitted the Court's FY2015/16 Annual Report to the Commission at its 6 December 2016 meeting; however, pertinent information was inadvertently omitted that delineated the categories of the total discipline issued and the results of the discipline. Secretary Quinn provided the additional detail to the Annual Report to include the total number of Notice of Charges issued, the specific discipline issued resulting from those Notice of Charges, the number that were uncontested, the total appealed, and the Commission's final decision resulting from those appealed.

At the request of the Commission, Secretary Quinn also reported on the total discipline issued in the past three fiscal years compared to the FY2015/16 Annual Report. Commissioner Waugh noted that the discipline issued during FY2015/16 was lighter in terms of the number of Notice of Charges than in the previous years. The Commission asked if staff viewed this was due, in part, to the changes in the structure of the Judicial Merit System Rules.

Secretary Quinn reported she has no data to support the reduction in discipline issued, however, less staff is covered under the Classified Personnel Rules than the Judicial Merit System Rules. Secretary Quinn reported that there has only been one disciplinary process under the Classified Personnel Rules in which the employee did not appeal the discipline.

Commissioner Waugh inquired as to how many employees are covered under the Classified Personnel Rules and how long the Rules have been in effect. Secretary Quinn reported that the Rules have been in effect since March 1, 2014 and covers new hires or newly promoted employees in the Superior Court only. Secretary Quinn stated staff would provide the number of employees covered under the Classified Personnel Rules at the next Commission meeting.

VI. Proposed Changes to Judicial Merit System Rules and Conformity to Hearing Officer's Handbook

Commissioner Waugh stated that discussion of this item would take place after the Commission has compiled proposed changes to the Rules and Resolution and have had an opportunity to review them with its legal counsel. He requested this topic be carried as an ongoing agenda item. All Commissioners were in agreement.

VII. Executive Session

No additional Executive Session was held at this meeting.

VIII. Call to the Public

A call to the public was made by Commissioner Waugh, and no response to the call was made.

VIII. Future Agenda Items

1. Proposed Changes to the Judicial Merit System Rules and Conformity to Hearing Officer's Handbook.
2. Number of Employees Covered under the Classified Personnel Rules.

IX. Meeting Adjournment

The Chair entertained a motion to adjourn.

Motion: Commissioner Hunter moved to adjourn the meeting. Commissioner Baca seconded the motion, and the Commission approved it unanimously.

The meeting was adjourned.

Respectfully submitted,

Billie J. Berry
Staff to the Commission

For

Danna M. Quinn
Secretary to the Commission

Next Meeting: Tuesday, June 6, 2017 @ 2:00 p.m. in the Tang Conference Room