

Judicial Merit System Commission- Regular Quarterly Meeting
Cordova Conference Room, Third Floor
101 West Jefferson, East Court Building
Tuesday, June 9, 2020
General Session Meeting Minutes

The Judicial Merit System Commission met on Tuesday, June 9, 2020 for its regularly scheduled quarterly meeting. The meeting was conducted in the Cordova Conference Room, located at 101 W. Jefferson Street, East Court Building, 3rd Floor with all attendees except Mark Wilson and Maria Washburn appearing telephonically.

I. Meeting Convened

The meeting was called to order 2:04 at p.m. with the following Commissioners in attendance: Commissioners Craig Waugh (Chair), Yvonne Hunter, Lauren Eiler, Stephen Burg and Roger Geddes. Also, in attendance was Jennifer Fish, Secretary to the Commission, Mark Wilson, Human Resources Manager, and Maria Washburn, Human Resources Associate.

II. Approval of the Minutes

Minutes from Previous Judicial Merit Commission were not sent in error and thus could not be provided to the Commission. The Commission agreed to approve the previous minutes at the next meeting scheduled for September 15, 2020.

III. Proposed Changes to the Judicial Merit System Resolution and Rules, Hearing Officer's Handbook, Appellant's Guide.

In discussion of the Hearing Officer's Handbook, Commissioner Eiler noted that consistency in verbiage was needed. Commissioner Hunter put forth the suggestion that "are" should be used in all instances to replace "shall" within the Hearing Officer's Handbook. Chairman Waugh pointed out several instances where "shall" fit more appropriately for sentence structure resulting in "shall" being used solely aside from the first page section three.

The commission is considering proposing changes to the Resolution and Rules that would state: "the Appointing Authority shall" endeavor to conduct & complete the investigation within 30 business days. It was agreed that "Shall endeavor" should be run before counsel before presented to the Presiding Judge. Commissioner Hunter & Chairman Waugh agreed to contact the Commission's counsel to run proposed changes to Scot Claus before the proposed changes are presented to Presiding Judge.

Chairman Waugh suggested to invite Counsel to be telephonically appear on next meeting and finalize appellants guide and Rules & Resolution. Chairman Waugh suggested a redline copy as well as a new clean copy be provided to the Presiding Judge for consideration as well as a cover letter to go with it.

Motion: The chair makes a motion to approve and adopt the Hearing Officer's Handbook circulated before today's meeting subject to the comments and discussion we just had.

Commissioner Hunter seconded the motion. The motion passed with all in favor no abstentions.

IV. Appeals for Notification Status

Secretary Fish reported the appeal of termination filed by *Alejandra Garza vs Adult Probation* has reached a settlement agreement and has resigned in lieu of termination.

V. Appeals Pending Decision

None

VI. Call to the Public

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

VII. Meeting Adjourned

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