

**Judicial Merit System Commission
Tuesday, December 5, 2023
General Session Meeting Minutes**

The Judicial Merit System Commission met on Tuesday, December 5, 2023, for its regularly scheduled quarterly open meeting. The meeting was conducted out of the Cordova room via Microsoft Teams video conference with all attendees joining virtually.

I. Meeting Convened

The meeting was called to order at 2:01 p.m. with the following Commissioners in attendance: Commissioners Craig Waugh Chair, Stephen Burg, and Roger Geddes. Also in attendance were: Jennifer Fish, Secretary to the Commission Nichole Fleshman, HR Manager and Maria Washburn, Human Resources Associate.

II. Approval of the Minutes

The Commission reviewed the draft minutes of the September 6, 2023 Quarterly Meeting General Session.

Motion: Commissioner Geddes moved to approve the minutes of the September 6, 2023 General Session Meeting as presented.

Commissioner Burg seconded the motion. All Commissioners present voted in favor. The motion passed with no oppositions and no abstentions.

III. Executive Session

There was no motion to enter into an Executive Session.

IV. Appeals For Notification of Status

Secretary Fish confirmed there were no appeals for notification of status.

V. FY23/24 Annual Report

Secretary Fish provided an overview of the Fiscal Year 2023-2024 Annual Report, highlighting the summary of filled and unfilled regular positions in each of the three main departments, appeals, disciplinary actions and dispute related data.

She also responded to questions from the Commission on workforce trends, the decrease Juvenile Probation Department employees, the U-curve trend for reprimands aside from notices of charge and the difference between a reprimand and a notice of charge. Ms. Fleshman also provided additional insight.

VI. 2024 JMC Proposed Meeting Dates

The Commission discussed the proposed Judicial Merit Commission 2024 Meeting Schedule and agreed to add a standing agenda item to allow Commission members to raise conflicts with the next meeting date and reschedule as necessary. The Commission acknowledged that appropriate notice would need to be provided to the public.

Motion: Chairman Waugh moved to approve the dates as proposed for the 2024 quarterly meetings:

- **Tuesday, March 5th, 2:00 p.m. to 4:00 p.m.**
- **Tuesday, June 4th, 2:00 p.m. to 4:00 p.m.**
- **Tuesday, September 3rd, 2:00 p.m. to 4:00 p.m.**
- **Tuesday, December 3rd, 2:00 p.m. to 4:00 p.m.**

Commissioner Geddes seconded the motion. All Commissioners present voted in favor. The motion passed with no oppositions and no abstentions.

The Commission accepted an offer from Secretary Fish to send calendar invites with Teams video conference links to each Commission member for the 2024 quarterly meetings.

VII. Future Agenda Items

Chairman Waugh reiterated the earlier decision to include a standing agenda item for Commission members to confirm availability to attend the next meeting.

VIII. Call to the Public

No response was received to the Call to the Public.

IX. Meeting Adjournment

Motion: Chairman Waugh moved to adjourn the meeting.

Commissioners Burg and Geddes seconded the motion. All Commissioners present voted in favor. The motion passed with no oppositions and no abstentions.

The meeting adjourned at 2:27 p.m. on Tuesday, December 5, 2023.