

**LOUISIANA COURT ADMINISTRATORS ASSOCIATION
FALL CONFERENCE MEETING**

MINUTES

MONDAY, OCTOBER 1, 2001

A meeting of the Louisiana Court Administrators Association was held on this date in the Poydras Room of the Hotel Inter-Continental in New Orleans, Louisiana.

The meeting was called to order by President Tim Palmatier at approximately 12:15 p.m.

Those members in attendance were:

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| Tim Palmatier, President | Suzanne Stinson, Vice President |
| Cindy Gaudin, Secretary | Ronnie Legier, Treasurer |
| Bob Tyler | Ronnie Bullion |
| Lynn Maloy | Ted Cox |
| Guy Recotta, Jr. | Millie Ezernack |
| Delora Lovejoy | Richard Williams |
| Mickey Skyring | Bobby L. Wilson |
| Scott F. Kadar | Anna Paxton |
| Stephanie Richardson | Rose Marie DiVincenti |
| Rob Kazik | Carla Smith |
| Carol Powell-Lexing | Gwen Z. Dufresne |
| Beatrice Tranchina-Parisi | Chris Andrieu |
| Scott Griffith | |

Guests attending were:

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| Kenneth Burrell | James Boulware |
| Cary Heck | Lars Levy |
| Dawn Palermo | Mark Harris |

President Palmatier called on Scott Kadar to give the invocation.

The attending guests were then recognized by President Palmatier.

President Palmatier called on Bob Tyler to give the Nominating Committee report.

While Mr. Tyler was reviewing his notes, President Palmatier asked the members to review the minutes of the March 22, 2001 Spring Conference meeting and called for a motion to approve. On motion of Bobby Wilson, seconded by Beatrice Tranchina-Parisi, the minutes were approved as written.

President Palmatier then called for Ronnie Legier to give the Treasurer's Report.

As Mr. Legier was not yet present, President Palmatier asked the members to review the report and called for a motion to approve. On motion of Bobby Wilson, seconded by Scott Kadar, the report was approved as submitted.

President Palmatier called on Anna Paxton to give the Report of the Continuing Education Committee.

Anna Paxton advised that with President Palmatier's approval, she had made arrangements with James Boulware to give today's continuing education presentation on drug courts. Anna advised that hopefully in the Spring we will have a seminar on the Federal laws relative to protecting yourself when hiring and firing employees, and everything in between, a little bit about court reporters, the Fair Labor Standards Act, Equal Pay Act, etc.

President Palmatier again called on Bob Tyler to give the Nominating Committee Report and the Report on the Spring Conference Program.

Bob advised that the Nominating Committee met and recommends the following:

Suzanne Stinson, President
Ronnie Legier, Vice President
Anna Paxton, Secretary
Ted Cox, Treasurer.

President Palmatier called for a motion to accept the report of the Nominating Committee. Beatrice Tranchina-Parisi motioned that the report be accepted as presented. Scott Kadar seconded the motion. President Palmatier called for objections. Hearing none, President Palmatier declared the Nominating Committee Report accepted and the officers elected.

Bob then advised that in light of the recent terrorist attack, security was a major concern to all the courts and was suggested as the topic for the Spring Conference program, although some thought that was too far off. He asked Delora Lovejoy, President of the Louisiana City Court Clerks Association, if interested LCAA members could attend the security presentation being made during the LCCCA Mid-Year Conference on November 9, 2001 in Lafayette. Delora responded yes, as long as space was available. Bob then asked the members to submit suggestions for specific security issues that they would like to see addressed at the Spring Conference.

President Palmatier then called on Scott Kadar to present the Strategic Planning Commission on ADA Committee report.

Scott began his report by giving a recap of the report he presented at the Spring meeting. Scott further informed the members that since the Spring meeting, the work and efforts of the committee culminated in the production of the Model ADA & Other Human Resource Policies, including jury policy and a list of resources for ADA training. The hope of this committee now is:

1. Every court has had an ADA audit of some kind.
2. Every court has formed a local ADA committee comprised of all the agencies in the courthouse to work toward ADA compliance.
3. That regular meetings are being held and compliance issues are being addressed.
4. That employee training will be accomplished, not just for the court personnel in the judge's office, but for all the other courthouse occupants.
5. Model ADA and jury policies will be adopted in the court.
6. Standardization of personnel policies will occur by using the binder as a reference. Scott then called on Anna to present the binder to the members.

Anna advised that a binder was being provided to every chief judge and court administrator. Included with the binder is a diskette that contains the binder material in both Word and Wordperfect. This will allow each court to customize the material for its use. Two things may not be on the disk: the suggested performance evaluation forms and the revised military leave policy. She indicated that some of the policies were reviewed by attorneys; in particular, the sexual harassment discrimination policy. She also advised that the military leave policy was revised since the binder was printed and the revision is not on the diskette.

President Palmatier then called on Scott Griffith to give the reports of the Adoption and Safe Family Act Committee and the Committee on Juvenile Matter Initiatives.

Scott reminded the members that the Judicial Budget and Performance Accountability Act requires that courts submit two annual audits. The ADA audit and the audit for compliance with the Adoption and Safe Family Act. The audit began in February and is being conducted by the National Center for State Courts. He indicated that it was his understanding that the audit was being delivered to the Supreme Court this week. Although he could not share specifics of the audit, Scott stated that for the most part, he believed the audit went well. The focus of the audit was on timeliness of case processing of child in need of care cases and making sure they reached permanency as quickly as possible. Scott went on to provide detailed information about the most recent and upcoming OCS audits. He indicated that his committee has decided that one of its areas of focus is going to be to inform courts of the upcoming OCS audit and to share information about what can be done to make sure that we are in compliance. Scott then introduced Mark Harris with the Supreme Court's Court Improvement Program.

Mark introduced himself as the Project Coordinator for the Louisiana Court Improvement Program. He stated that the program is federally funded through

the Judicial Administrator's Office and seeks to assist courts around the state to be in compliance with the mandates of the Adoption and Safe Family Act. In addition to acting as a resource to the courts, the program will be distributing information to the courts. He further stated that the Judicial Performance audit has just been completed and submitted, and a generalized version of the report will be going out to all the courts. If after receiving the report any court needs assistance in complying with the requirements, Mark suggested that a site visit could be arranged and he would gladly come and act as a facilitator.

President Palmatier called on Delora Lovejoy to give the Committee on Court of Appeal and City Court Initiatives report.

Delora, President of the Louisiana City Court Clerks Association, advised that an "Exchange of Information" presentation was being made to the city court clerks attending the association's Mid-Year Training Seminar by a panel consisting of the Clerk of the Supreme Court and the Clerks of the 1st, 2nd, 3rd and 4th Circuit Courts of Appeal. The seminar is scheduled for November 9th in Lafayette.

President Palmatier called on Carla Smith for the report of the Exploratory Committee: Annual NACM Meeting and also thanked Carla and Bob Kazik for all the work that they did preparing for the NACM meeting.

Carla began by giving special thanks to Scott Griffith, Dawn Palermo, Bea and Bob Kazik. She said there were about 600 participants at this year's conference. She said that the amount of information provided was fantastic and the networking opportunities were limitless. She said that Justice Kimball gave the opening remarks and attended a couple of social functions. In addition, some of our administrators hosted some of the workshops. All in all, Louisiana was well represented. Carla recommended that anyone who had the opportunity to attend a NACM conference should definitely take advantage of it.

President Palmatier called on Bea Tranchina-Parisi to give the Membership Committee report.

Bea advised the members that she always has membership applications available for whoever may need them. She advised that since the Lafayette meeting she has sent out letters accepting new members Yolanda McClure, Catherine Franks and Christine Crow.

Addressing the next item on the agenda, Louisiana District Judges Association Court to School Program, President Palmatier called on Scott Kador to present some ideas on how individual administrators might be able to help in that program.

Recognizing that the Executive Committee had pledged to support the program, Scott advised the members that there was nothing we could do statewide but we, as administrators, could act as scheduling coordinators, be the contact with the schools, and give them a list of the available judges participating in the program. We can solicit schools to adopt the program, send periodic reminders to participating schools about the availability of the program, coordinate attendance of participating schools at courthouse functions, help the judge maintain the instruction material, and initiate press releases and interviews with the participating judges with permission of the chief judge. Scott asked the members to share any other ideas they may have.

President Palmatier then called on Chris Andrieu to give the Court Management Information System – Update.

In addition to giving a verbal report, Chris Andrieu submitted a written report that is attached hereto and made a part of these minutes. Chris further advised that other projects in progress are: Courts of Appeals Recording System (CARS) updating and modernizing that system; Integrated Juvenile Justice Information Center (IJJIC) working closely with Tony Gagliano and providing consulting services and making sure that the technology is working properly; developing a new and enhanced Supreme Court website; working with Jefferson Parish as an initial pilot site to develop electronic filing standards; and working with James Boulware on drug courts. He said there is a contract out and in place to proceed and further develop and further enhance the drug court software that is going to be placed out in the field after it is completed.

In regard to the Proposed District and Juvenile and Family Court Rules item,

President Palmatier advised that the Supreme Court ordered a comment period from March through the end of May to comment on the rules that were on the website and were distributed to chief judges around the state. About two weeks ago the chief judges were asked to provide information that was included in the appendices of the rules. Some have complied. He asked the administrators to check with their chief judge and ask them to complete the appendices and send them back if they have not. That committee will make a report to the Supreme Court conference on October 30th.

Under New Business,

President Palmatier advised that Scott Griffith had agreed to chair the Court Technology Committee and asked that anyone interested in being on the committee give their name to Scott or Suzie.

President Palmatier then called on Bob Tyler to discuss the Bicentennial Louisiana Purchase item.

Bob began by saying that the item is a little unusual and falls under the category of proud parent. Continuing, he said that earlier this year the state of Louisiana decided that they were going to have a large promotional campaign with the Bicentennial of the Louisiana Purchase that takes place in 2003. They approached Louisiana Tech about getting a poster for it and the graphic design department had a contest. His son who is a senior graphic designer won. His will be the official state poster for the bicentennial celebration. The state has the rights to it and if anyone is interested in having one they should contact the Department of Tourism.

President Palmatier then called for other business and recognized Scott Griffith.

Scott stated that in addition to ASFA there are some other juvenile justice matters that he wanted to mention. The LCAA created a standing committee on juvenile matters a couple of months ago to help foster communication among courts with juvenile jurisdiction. In addition to himself, Guy Ricotta, Peggy Hoover and Donna Carter comprise the committee. He said that House Concurrent Resolution 94 was passed and established a joint legislative commission to study juvenile justice and the LCAA could be very useful here according to Tony Gagliano who is staffing the initiative. In terms of helping the advisory board, if anyone is interested in learning more about this he suggested contacting Tony. Secondly, he said Tim had the idea when the committee was established of looking into ways the LCAA might be able to begin working with CASA programs, specifically, in terms of finding folks at local universities to help staff programs or help advertise the presence of CASA programs around the state. Scott further stated that restorative justice or therapeutic jurisprudence or any of the other names the initiative is being called may be the next big thing in our line of work. LSU has created a working group to deal with the concept and they want to branch out to other areas of the state. He suggested that anyone interested call Angela Trainer at LSU's school of social work at 225-578-4838.

Suzie Stinson then attempted to present new member certificates to Christine Crow, Catherine Franks and Yolanda McClure.

Since they were not present, the certificates will be mailed to them.

Suzie then recognized Tim Palmatier for his role as president of the association over the past year.

She said that under Tim's leadership several working committees were created that were very active in getting some of our courts in compliance with the strategies. He also created the Executive Board. She presented Tim with a plaque of appreciation.

Anna Paxton brought up the issue of purchasing training films for the purpose of educating judges and court staff.

This issue had been previously discussed at the Spring meeting. Anna made a motion to decide on an amount for the purchase of educational films. She said the films could cost anywhere from \$25.00 to \$900.00. After some discussion by the members, Bea made a motion to amend Anna's motion that we go forward with that and set the limit at \$5,000. Ronnie Legier seconded Bea's motion. Suzie asked who was in favor and who opposed. Ted Cox expressed his concern that \$5,000 is a lot of money. There was further discussion among the members relative to the quality of the films, the average cost of a good film being about \$500 and the committee reviewing the films prior to purchase. Suzie again asked if there was any opposition to the motion and being none, the motion carried.

Suzie then introduced James Boulware and Lars Levy for the drug court presentation.

James began the presentation by acknowledging Lars Levy and introducing Cary Heck as the program director for the Supreme Court's efforts in drug courts.

James then discussed the term therapeutic jurisprudence. He said it refers to the fact that courts are taking a different look at the whole business of a criminal element coming before them that have impaired some sort of free will or responsibility and certainly substance abuse falls in that category. It represents in courts a different culture where you are moving away from the adversarial process as the presentation of fact and the determination of guilt or innocence and you are trying to make use of therapy human behavior change under the immediate direction of the court in order to avoid a person going to jail unnecessarily so as to relieve jail overcrowding.

James said you need to look behind the idea of a drug court and what you find is a rehab theme. A whole concept and programmatic aimed at rehabilitating a person. Look past the client and you see a cadre of dedicated people. Looking further you see a charismatic element. The judge and the administrators of the drug court and the treatment people and the IDB and the district attorney and the

probation officers share in this charisma. It is a desire to do something that needs to be done and do it well. It is a mild revolution in jurisprudence that has been going on for 5 or 6 years.

He added that drug courts are balanced on two arms, the criminal justice coercion aspect and the treatment aspect. These two arms are of equal importance. It is not just turning over a client to a clinician, it is also monitoring everything to be sure that the client is not snookering the court or the treatment people or anyone else. It is coerced treatment. Because the Supreme Court is now sponsoring drug courts, we have got to realize that it is a judicial process and therefore the court administrators and the rest of the court are involved in the drug court and an equal process with the rehabilitation people.

James further stated that drug courts are parasitic. They suck up resources for which there is no compensation both in terms of manpower hours, facilities, supplies, etc. They draw on indirect costs. So your judges have to tolerate these leeches that are soaking up your resources. My caution to everyone here is that this effort needs to be institutionalized and adequate budgeting has to be provided. The Supreme Court has taken a significant step because the legislature asked them to do so in offering funding. Funding is fairly good now but not adequate.

Additionally, the Supreme Court mandated that we set up standards and that the treatment standards become what is the state of the art in treatment and substance abuse. We make standard not only our treatment but also our coercive aspect. Currently, in Louisiana there are about 2000 clients under drug court management. Probably 68% to 70% will successfully complete drug court and probably a large percent of those will be straightened out more or less in their life. Drug courts work. Statistics are supporting this claim.

Finally, James said that if you as an administrator have a drug court division in your court, be sure to review the drug court law, R.S. 13:5301, as well as the standards established by the Supreme Court. He also asked the association to continue to support drug courts.

James then introduced Lars Levy as the dean of drug court people in the state.

Lars began his presentation by describing the history of drug treatment courts. He stated that the first drug treatment court was started in 1988 by Janet Reno in Dade County, Florida. In 1993 a few judges began to form a national association along the lines of therapeutic jurisprudence. That continued until a group was

formed in 1994 in California called the National Association of Drug Court Professionals. The first conference was held in 1995. The association began to grow and states began forming their own associations. The number of drug courts increased from the first 4 or 5 in 1993 to about 400 in 1997. By about 1997 it became apparent that specific training was needed for job specific areas to include the judge, prosecutor, treatment personnel, etc.

Regarding Louisiana drug courts, Lars said that in 1997 there were 3 or 4 in Louisiana and that is also the year Louisiana's association was started. The association now consists of approximately 400 members. Initially, the association broke into three different organizations: MIS, legislation, and standards. Lars further advised that there is quite a bit of helpful information provided on the association's website at LADCP.com. Membership dues are \$10.00 per year. Beginning next month, training will be provided every month or every other month and will address job specific areas and will continue for the next two years. National training is also available. Lastly, Lars emphasized that LADCP is a support organization.

There being no further business, Suzie adjourned the meeting at approximately 2:10 p.m.