

**LOUISIANA COURT ADMINISTRATOR'S ASSOCIATION
ANNUAL SPRING MEETING
APRIL 6, 2006, 12:00 p.m.
LAFAYETTE HILTON**

A meeting of the Louisiana Court Administrator's Association (LCAA) was held on April 6, 2006 at the Lafayette Hilton. Carla Smith, LCAA president, called the meeting to order.

The following members were present.

Carla Smith	President
Delora Lovejoy	Vice President
Scott Griffith	Secretary
Donna Carter	Treasurer
Chris Andrieu	
Tim Averill	
Sandra Bishop	
Sara Brumfield	
Judge Eugene Bryson	
Ronald Bullion	
Kenneth Burrell	
Ted Cox	
Jackie Cristina	
Christine Crow	
Rose Marie DiVicenti	
Gwen Dufresne	
Donald Finger	
Tony Gagliano	
Jessie LeBlanc	
Tim Leger	
Tine LeMaire	
Yolanda McClure	
Kelly McNeely	
Lynn Maloy	
Lon Norris	
Beatrice Parisi	
Anna Paxton	
Diana Pratt-Wyatt	
Darlene Ribando	
Stephanie Richardson	
Viki Robles	
Denise Savant	
Dani Jo Schell	
Terence Sims	
Suzanne Stinson	
Bobby Wilson	

The following non-members were present:

Gabrielle Thomas

I. Invocation/Pledge of Allegiance. Suzanne Stinson provided the invocation. Ted Cox led attendees in the Pledge of Allegiance.

II. Welcome/Adoption of 2005 Fall meeting Minutes. Carla Smith welcomed new members and moved for the minutes from the fall 2005 meeting to be accepted. Motion carried.

III. Treasurer's Report. Donna Carter provided the Treasurer's report. A motion was made to accept the report as presented. Motion carried.

IV. Membership Committee Report. Bea Parisi provided an update of the work of the Membership Committee, noting that there are five new members since last spring's meeting.

V. Continuing Education Issues. Carla Smith reported that a meeting was held earlier in the day regarding continuing education issues. Discussion at that meeting focused on identifying education topics for the fall 2006 meeting. Carla also commented on the value of the Emergenetics training that has taken place in Many at the LCAA retreat the last several years.

VI. Communication Workshop Films. Anna Paxton noted the availability of DVDs that she had recently learned about that deal with customer service issues, and she inquired as to members' interest in having the Association purchase these films. Anna indicated that they would cost approximately \$900. A motion was made to purchase the films. Motion carried. Anna noted that the Supreme Court's Human Resources staff was available to visit courts and provide customer service training in connection with the viewing of these films.

VII. Disaster Recovery Committee. Carla Smith reported on the work of the Louisiana District Judges' Association in developing a disaster recovery template for district courts to use. Carla noted that the LCAA was involved in the drafting of the template, having been represented by herself, Suzanne Stinson and Jo Bruce. The Committee expects to have its template available for distribution to chief judges by the end of the month.

VIII. LCAA Workshop/Retreat. Jessie LeBlanc introduced herself as the new chair of the Retreat Committee. Jessie reported that there were 35 attendees at this year's retreat in Many in early March. Jessie also reported that Many is once again the site being considered for next year's retreat, and that Retreat Committee members are looking at a late February or early March date.

IX. Court Technology. Carla Smith reported that Jo Bruce was assuming the leadership role of the Court technology Committee, which is currently focusing on enhancing the LCAA's website.

X. Drug Court Update. Scott Griffith reported that drug courts were seeking level funding from the legislature this year. Scott noted that there are currently 43 drug court programs in Louisiana.

XI. Mentoring Program. Suzanne Stinson indicated that the mentoring program was going well, and that anyone interested in being a mentor or being mentored should contact her to be paired with a partner.

XII. National Association of Court Management (NACM) Update. Suzanne Stinson encouraged any LCAA members who are not members of NACM to consider joining. Suzanne briefly described the advantages of NACM membership. A motion was made to allow Carla Smith, in her capacity as LCAA president, to represent the LCAA at NACM’s annual conference to be held in Jacksonville, Florida in July. Motion carried.

XIII. Technology Issues. Chris Andrieu described efforts to establish a stand up location for CMIS in the event of a disaster, noting that a “mirrored site” for critical CMIS operations was being established in Winnsboro. Chris also encouraged court administrators to pursue disaster planning at the local level. Finally, Chris reported on the next steps being taken on CMIS’s criminal reporting project, which include enhancing disposition and traffic components.

XIV. New Business.

A. Legislation. Tony Gagliano reported on legislation passed in this year’s first special legislative session, which directs the Judicial Council to review trial judges’ caseloads and make recommendations regarding the ideal number of judgeships in each judicial district. Tony indicated that city and parish courts were likely to ultimately be included in such a review by the Judicial Council, and he asked administrators for their support of this review effort.

B. Salary Survey. Ted Cox passed out a salary survey and asked attendees to complete it.

Upon conclusion of the business meeting, Maureen Conner from Michigan State University gave an overview of the University’s Judicial Administration program, and Tim Dibble gave a presentation on leadership practices.

Submitted By: _____
Scott Griffith, Secretary

Date: _____