

**KENTUCKY CIRCUIT JUDGES ASSOCIATION
EXECUTIVE COMMITTEE MINUTES
February 28, 2023**

Present: Judge Patricia Summe, President, 1st VP, Judge Susan McClure; 2nd VP, Bruce Petrie; Supreme Court District Representatives: Deanna Henschel and Jeremy Mattox were present.

The meeting was called to order by Judge Patricia Summe.

PAULINE ROBERTS and MARCUS VANOVER, guests: Pauline presented her findings regarding the venue of the Fall 2024 college, and the Committee will look at those places while we are in Covington for the Mini-College 2023. She also discussed a possible date change in order to accommodate the availability of those venues and to obtain a competitive price.

The Committee discussed and decided that certain sections of the Bench Book should be updated to revise portions written by a judge who has been removed from the bench. It was decided by a consensus that we should ask Tom Smith to revise the section that he co-authored and that we should ask Judges Heather Fryman and Brian Wiggins to revise the section on contempt, as they presented that topic at the New Judges' Orientation in December 2022.

The Committee also discussed the need for a protocol to determine how the membership will apply for out-of-state travel and how the committees will approve those requests. This is a topic that we will continue to discuss in the coming weeks.

Pauline also reported that only 22 judges (circuit and district) have registered for the NJC Faculty Development training. We have 45 reserved and funded slots. Pauline will reach out to the appellate courts and to the membership to see if anyone is interested in filling those slots.

MINUTES: The minutes of the January 24, 2023 meeting were reviewed. Patricia Summe moved to approve the minutes. Upon Jeremy Mattox seconding the motion, the motion passed.

TREASURER'S REPORT: The Committee will review the treasurer's report at the next meeting, which has not yet been scheduled.

DUES AND MEMBERSHIP: The association dues will be deducted from payroll during March. Nearly all sitting judges have executed the required forms to permit that by payroll deduction. Patricia Summe will address the issue at the Mini-College next week.

In previous years, the association has exempted the Franklin Circuit Judges from paying dues so as not to create a conflict of interest in any litigation in which the association might be named as a party. Given the current legislation and the likelihood that any litigation would be referred to a senior status judge, it was decided that this exemption should expire. Patricia Summe will notify the affected judges.

VACANCY ON THIS COMMITTEE: Tara Hagerty is retiring in May 2023 and currently serves as the representative for her Supreme Court district (Jefferson County). Patricia Summe will speak with the judges in that district and ask for a recommendation. Judge Christine Ward has expressed an interest. This vacancy is one that is filled by the Executive Committee as

it is occurring during the term of the representative and will be an appointment to finish that term. (Terms will not expire until October.)

VACANCY ON THE LEGISLATIVE COMMITTEE: The agenda lists Catherine Holderfield as resigning from this committee. No discussion on this item was had. This vacancy is one that is filled by the Executive Committee as it is occurring during the term of the representative and will be an appointment to finish that term. (Terms will not expire until October.)

MINI-COLLEGE QUESTIONS FOR AOC: One of the sessions during the mini-college next week is a Q&A with AOC Director Laurie Givens. Patricia Summe is coordinating that session and plans to use responders to poll the membership on certain items so that the Director will understand the prevalence of certain practices throughout the state. She asked that we send her questions that would be relevant points for discussion during the session.

COMPENSATION, WORKLOAD, CONTINUATION OF SERVICES FOR STAFF: Patricia Summe is a member of the AOC compensation committee and is interested in determining how workloads, certain tasks, and workflows are handled throughout the state. She will initiate a conversation with the membership to collect this information. The Committee acknowledged that the movement is toward more electronic filings and records and is interested in what plans are in place to address the change in needs of the courts.

APPOINTMENTS DELEGATED TO THE ASSOCIATION PRESIDENT: Patricia Summe advised that she has learned that the Association President has the discretion to appoint members to the commissions/agencies/boards listed below with the time of appointment and the term of the appointment if applicable:

1. Chairs of the Association Education Committee—Two chairs, one from the general jurisdiction judges and one from the family court judges. These appointments are made at the time the president is elected and serve a term that coincides with the president's term. Currently, the chairs are Julie Ward (general) and Marcus Vanover (family).
2. Association Education Committee Appointments—Two members appointed from each SCt district, one from the general jurisdiction bench and one from the family court bench. The members serve three-year terms which expire at the annual meeting in October in a staggered rotation so that this committee maintains continuity.

The Committee includes the two chairs listed in a previous paragraph, as well as the President and 1st VP. Additional current members are: Brian Wiggins and Brandi Rogers (1st District); David Lanphear and Timothy Coleman (2nd District); Jennifer Upchurch-Edwards and David Williams (3rd District); Mitch Perry and Denise Brown (4th District); Kimberly Walson and Thomas Travis (5th District); Jay Delaney and Heather Fryman (6th District); Kent Varney and James Craft, II (7th District). Currently Jason Fleming (1st District) is also a member of the committee due to the redistricting which occurred after some of these appointments were originally made.

3. Association Benchmarks Editor: One member appointed by the president to serve at the discretion of the president. Currently the editor is Joe Hendricks, Jr.
4. Association Hospitality Chair and Committee: The proposed bylaws establish this committee which is only informally in existence at this time. Under the proposal, the standing committee is appointed by the president and serves at the will of the president. The Committee shall be comprised of at least one member of the executive committee and one member of the education committee. The president may appoint additional members who preside over a court in the jurisdiction where the event is held. There is no limit to the number of members on this committee, and the membership is encouraged to volunteer and serve on a limited or permanent basis. Currently, the members are: Patricia Summe and Jeremy Mattox (both from Executive Committee); Kathy Lape, Kate Molloy, and Acena Beck (Kenton County representative because the next college is in Kenton County).
5. Association Legislative Committee: The president and 1st VP, as well as the membership of the Executive Committee, shall be members of this committee. The president shall appoint the chairperson, or the president may elect to be the chairperson. The remainder of the committee is appointed by the president and serves at the pleasure of the president. The current members are: The Executive Committee; Jimmy Craft (substituting for Johnny Ray Harris); Jason Fleming (based on his knowledge of Family Court legislation); and Brian Wiggins. We currently have vacancies on the Executive Committee for District 4 (Tara Hagerty, due to upcoming retirement) and for District 3 (Gregory Lay, who has asked that a substitute be named due to his schedule).
6. Association Information/Technology Committee: The president and secretary shall serve as members of this committee. The chairperson of the committee is appointed by the president and serves at the pleasure of the president. Other members are appointed by the president and serve terms as the president deems necessary pursuant to the By-Laws. Currently, the members are Patricia Summe, Julie Ward, and Joe Hendricks, Jr.
7. AOC Compensation Committee—Two members appointed at the time the president is elected who serve throughout the term of the president. Currently these members are Patricia Summe and Denise Brown.
8. Chief Justice's Retired Judges' Program—One member appointed by the president as may be requested by the Chief Justice. Currently this member is Kathy Lape.

9. SCR 8, CJE Commission—Three members who each serve three-year terms, provided that two of these members are the two education committee chairs and whose terms expire at the expiration of the appointing president’s term. Currently these members are the 2 education chairs (Julie Ward and Marcus Vanover) and Susan McClure.
10. KBA Foundation: One member appointed by the president at the time of election. Currently Patricia Summe serves on this board; Susan McClure will be appointed in July 2023. Patricia Summe asked for discussion about whether the member of this board should always be the president. There was no discussion.
11. Judicial Ethics Commission: One member serving a four-year term. The current appointee is Patricia Summe.
12. SB 90 statutory advisory board: One member serving a term to coincide with the appointing president’s term. Current member is Patricia Summe.
13. Other Committees to which the president may make appointments, as these are Committees of the Chief Justice:
 - a. KORE Group—RESTORE;
 - b. Chief Justice’s E Courts Committee;
 - c. Others to be determined.

The Executive Board will ask for specific outlines of the Chief’s committees to ensure that association members know the appropriate judge to contact. Additionally, the Executive Board will ask for revisions to the Administrative Procedures to allow the membership to review and comment where appropriate.

BYLAWS: Patricia Summe presented proposed amendments to the bylaws to add the hospitality committee for the membership’s activities, as well as to more specifically define the education committee’s obligations and the procedure for approval of out-of-state travel. Susan McClure moved to approve the proposals and to present them to the membership next week for ratification; Deanna Henschel seconded the motion which passed without opposition.

STANDING AGENDA: The executive committee’s standing agenda has been addressed as follows:

1. Annual Meeting—October 22-25, 2023.
2. Extraordinary Expenses—Out of state travel; future judicial colleges; hospitality committee needs.
3. Legislation—Discussion: SB regarding choice of venue has passed the Senate.

4. Education Timing and Money: Agreed that training for new judges should take precedence over other education options.
5. Approval of Educational Scholarships: No applications presented at this meeting.
6. Supreme Court District Meetings: These will occur in October 2023. Vacancies in committees to be addressed as noted previously.
7. Website and Surveys: No new information to present.
8. Salaries: General discussion about the possibility of an increase in COJ salaries during current legislative session.
9. Security: Discussion of plans to implement a shooting range option at the October 2023 college as a part of the personal security session.
10. Workload: General discussion of the various methods that judgments and other court orders/documents are filed and entered. Reference was made to E-courts and future expectations.

There being no further business, Jeremy Mattox moved to adjourn the meeting. Bruce Petrie seconded the motion, which carried unanimously; the meeting was adjourned.

Next meeting: **At Mini-College (March 5-7, 2023) and during NCJ Faculty training, if needed.**