



**JUDICIAL COMMITTEE
MINUTES**

**REGULAR MEETING
6, NOVEMBER, 2017**

The **JUDICIAL COMMITTEE** convened in a regular meeting on 6, November, 2017 301 W 2nd Street in Austin, Texas.

Chair Flannigan called the committee Meeting to order at 3:03 p.m.

**Committee Members in Attendance:
Flannigan, Casar, Garza, and Pool**

Staff in Attendance:

1. CITIZEN COMMUNICATION: GENERAL

List name of speaker(s) and brief description of topic. Emily Gerrick spoke on judges jailing people who can't afford to pay for their tickets, her committee is collecting data and would like to share that information once it's compiled.

2. DISCUSSION AND POSSIBLE ACTION

Discussion and possible action on process and timeline for the evaluation and appointment of Austin Municipal Court Judges.

The presentation was made by Mary Jane Grubb, Court Clerk, Municipal Court.

3. DISCUSSION AND POSSIBLE ACTION ON TIMELINE AND PRELIMINARY TIMELINE PROCESS FOR THE EVALUATION AND APPOINTMENT OF AUSTIN MUNICIPAL COURT JUDGES.

OPTION 1: Evaluate Presiding Judge First/Concurrent with Framework Discussion

- November 10th JC-Using evaluation materials provided, conduct evaluation a Presiding Judge; Discuss a framework using Strategic Outcomes; Discuss how to accomplish a needs assessment of the current Court, including salary study
- November message board – Share Strategic Outcomes Framework with full Council for feedback
- December CC – If applicable, bring appointment of Presiding Judge to full Council
- January JC – Briefing on Needs Assessment (when available?) and make decisions on FTEs and salaries; Discuss objectives and metrics that may be used to accomplish appointments based on Strategic Outcomes Framework; Discuss and update job descriptions for Judicial Appointments
- January message board – Share matrix for scoring Judicial candidates
- February – post job postings
- February JC – Conduct evaluations of all current Associate and Substitute Judges
- March JC – Conduct interviews of top applicants
- March CC – Make appointments for all Associate and Substitute Judicial positions (and Presiding Judge, if applicable)
- April 1 – deadline for appointments

Option 2: Conduct Framework Discussion First/Then Evaluate Judges

- November 10th JC – Discuss a framework using Strategic Outcomes; Discuss how to accomplish a needs assessment of the current Court, including salary study
 - November message board – Share Strategic Outcomes Framework with full Council for feedback
 - January JC – Briefing on Needs Assessment (when available?) and make decisions on FTEs and salaries; Discuss objectives and metrics that may be used to accomplish appointments based on Strategic Outcomes Framework; Discuss and update job descriptions for Judicial Appointments
 - January message board – Share matrix for scoring Judicial candidates
 - February – posting job postings
 - February JC – Conduct evaluations of all current Presiding, Associate and Substitute Judges
 - March JC – Conduct interviews of all top applicants
 - March CC – Make appointments for all Judicial positions
 - April 1 – deadline for appointments
- a. **Garza 1) Ability to create a matrix of their own
2) Proposals & existing reviews**
 - b. **Casar 1) Set a deadline
2) Make a recommendation to council in tabs & council role in March**
 - c. **Pool 1) Need to know amount of openings including how community members stakeholders will be engaged.**

6. FUTURE ITEMS

- a. Flannigan – Already formed a charter review commission to see if there’s something around that definition that this committee should consider making a recommendation to council that then effectively becomes a recommendation of the task force for us to consider.

7. ADJOURN

Chair *Flannigan* adjourned the meeting at 4:11 p.m. without objection.

These minutes were approved at the December 18, 2017 Judicial Committee meeting on Chair Flannigan’s motion, seconded by Committee Member Garza on a 3-0 vote.