

**COURT EN BANC MINUTES
Tuesday, January 6, 2015, at 5:00 p.m.
Boone County Courthouse
Law Library**

Judges Present: Judges Jodie Asel, Christine Carpenter, Kevin Crane, Gary Oxenhandler, Leslie Schneider, Carol England, Michael Bradley, Sue Crane, Kim Shaw and Commissioner Sara Miller.

Others Present: Callaway County Clerk Judy Groner, Boone County Circuit Clerk Christy Blakemore, Unit Manager Lana Brooks, Adult Court Services Supervisor Brandon Walker, and Court Administrator Mary Epping.

1. Call to Order/Welcome

The meeting was called to order at 5:00 p.m. by Judge Jodie Asel. She welcomed Judge Sue Crane and Judge Kim Shaw to their first Court en Banc meeting.

2. Introduction of All Guests

Judge Jodie Asel welcomed guests.

3. Approval of the December 9, 2014, Minutes

Judge Kevin Crane moved to accept the December 9, 2014, minutes. Second: Judge Gary Oxenhandler. The motion passed unanimously.

The Court en Banc skipped to item #5.

4. Election of Presiding Judge

Judge Jodie Asel provided the voting slips to the Court en Banc. Pursuant to the local court rule, it was a secret vote. She asked Judge Sue Crane and Judge Michael Bradley to step out in the hall and count the votes. Judges Sue Crane and Bradley left to count the votes and returned shortly thereafter to announce Judge Christine Carpenter won the election. Judge Asel congratulated Judge Carpenter and asked Judges Bradley and Sue Crane to destroy the ballots. Judge Carpenter will be the presiding judge effective the end of January.

The Court en Banc went item #9.

5. New Personnel

Judge Jodie Asel announced that Mary Epping is the new Court Administrator, Ella Boone-Conley is the new District Public Defender in Callaway County, Judge Robert Sterner will be filling in at the Callaway County Prosecutor's Office while another prosecutor is on leave, and Patty Alexander will be retiring at the end of the month.

6. Destruction of Records – Boone County Circuit Court

Court Administrator Mary Epping said the Boone County Circuit Clerk's office asked to destroy by shredding the documents on pages 4-5 of the Court en Banc's packet. Judge Christine Carpenter moved to approve the destruction of the records listed. Second: Judge Leslie Schneider. The motion passed unanimously.

7. 2015 Work Objectives

Court Administrator Mary Epping said for the first few months of the year she intends to spend time in the Juvenile Office and Juvenile Justice Center and learn more about the programs in those offices. She also will focus on obtaining a Drug Court Commissioner. Mary said she was on a work group at OSCA that drafted recommendations to the Drug Court Coordinating Commission what criteria to use to award a circuit a Drug Court Administrator or Commissioner. Based on the group's recommendations, the 13th Circuit would get a commissioner. However, it also depends what funding is appropriated/available. Mary said she will continue to work on the Veterans Treatment Court and making that court go multi-jurisdictional. She said another goal is to do an overall review of the circuit to better understand each office's policies and procedures and programs for budgeting purposes, but also to evaluate whether changes need to be recommended. Mary asked the Court en Banc to contact her with regard to any priorities they would like her to focus on.

8. Assistant to the Court Administrator/Deputy Court Administrator

Court Administrator Mary Epping said the assistant title is "Assistant to the Court Administrator and Legal Counsel, and Administrator of Specialty Dockets and Courts." She asked for the Court en Banc's approval to change the job title to "Deputy Court Administrator." She provided a handout of the job announcement she intends to post. Mary also asked that the deputy not be required to be an attorney. Judge Kevin Crane moved to approve the change in the position title to "Deputy Court Administrator." Second: Judge Gary Oxenhandler. The motion passed unanimously. Mary said she called Boone County Human Resources to find the history of the position and while the range may have been adjusted in the past because of the "legal counsel" status, it was not required that the person be legal counsel to stay at that range. The Court en Banc was ok with not requiring the deputy to have a law degree, but thought it was important either the Deputy or the Court Administrator be an attorney. It was recommended that the job description specify it is the "starting" salary range. Mary added that there are funds budgeted if she needs to consult with an attorney.

At this point the Court en Banc went back to item #4.

9. Other

Judge Jodie Asel said it was her pleasure and honor to serve as the 13th Circuit presiding judge. She appreciated everyone's hard work and support. The Court en Banc thanked Judge Asel for her work as the presiding judge.

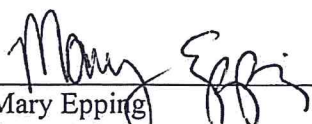
10. Comments from the Public

None.

11. Next Meeting Date

The next meeting will be Tuesday, February 3, 2015, at 5:00 p.m. to convene in the Boone County Courthouse.

Prepared and Submitted by:


Mary Epping
Court Administrator

Distributed on: 1/30/15