

COURT EN BANC MINUTES
Tuesday, July 7, 2015, at 5:00 p.m.
Boone County Courthouse
Law Library

FILE COPY

Judges Present: Judges Christine Carpenter, Kevin Crane, Gary Oxenhandler, Deborah Daniels, Leslie Schneider, Carol England, Sue Crane, Kimberly Shaw, Commissioner Sara Miller and City of Columbia Municipal Judge Robert Aulgur.

Others Present: Boone County Public Defender David Wallis, Boone County Circuit Clerk Christy Blakemore, Court Marshal Les Werner, Technology Services Supervisor Steve Smith, Court Administrator Mary Epping, and Deputy Court Administrator Cindy Garrett.

1. Call to Order/Welcome

The meeting was called to order at 5:00 p.m. by Judge Christine Carpenter.

2. Introduction of All Guests

Judge Christine Carpenter welcomed guests.

3. Approval of the June 9, 2015, Minutes

Judge Gary Oxenhandler moved to accept the June 9, 2015, minutes. Second: Judge Kevin Crane. The motion passed unanimously.

4. Destruction of Records – Boone County Circuit Clerk

Deputy Court Administrator Cindy Garrett reported the Boone County Circuit Clerk's office has asked to destroy by shredding the documents on pages 5-7 of the Court en Banc's packet. Judge Gary Oxenhandler moved to approve the destruction of the records listed. Second: Judge Leslie Schneider. The motion passed unanimously.

5. Video Conference Equipment, Ground Floor Courtroom, MOU

Court Administrator Mary Epping reviewed pages 8-10 of the Court en Banc's packet with the Memorandum of Understanding between the 13th Judicial Circuit and Boone County Commission to use the Law Library Fund to pay for the new ground floor video conferencing equipment that needs to be replaced. Mary reported the estimated cost is \$50,000 and there is currently more than \$140,000 in the Boone County Law Library fund. It was recommended adding limiting language within the MOU. Mary will add said language and email to all for approval. Judge Leslie Schneider moved to use the Boone County Law Library funds for the ground floor overhaul. Second: Judge Kevin Crane. The motion passed unanimously.

6. Courthouse Training

Judge Christine Carpenter shared information for upcoming training opportunities within the courthouse. She advised several judges attended a conference at Lake of the Ozarks where individuals presented on traumatic events in the courthouse and the affects they have on people in

the courthouse. It was decided to bring this training to the staff of the 13th Circuit Court. Training dates are July 23, July 30 and August 6, 2015. It was recommended to invite staff from the Prosecuting Attorney and Public Defender offices. They will be asked to provide funds for their own staffs' meals as the court is providing the box lunches for court staff. The other training being offered is A.L.I.C.E., or active shooter on October 7, 2015. There was a recent report where six different courts had shootings within their courthouses and they provided tips on preventing and preparing staff should an incident occur within a courthouse. Mary Epping reported there will be A.L.I.C.E. training earlier in the day for those who have not attended in the past and a refresher course for those who attended. There will then be an afterhours training with a live simulation of a shooting incident. The afterhours training is strongly encouraged for all to attend but is not required. Judge Robert Aulgur requested that his clerk staff be allowed to attend the A.L.I.C.E. training.

7. Callaway and Boone Polycom Policies

Judge Christine Carpenter reported the four circuit judges are continuing to work on developing a policy on polycom use for all purposes.

8. Other

Judge Kevin Crane reported he met with Public Defender David Wallis regarding a defer or no recommendation plea in circuit court where the defendant is in custody. When defendants plead the public defender will now request an ROR (release on recognizance) when appropriate. Judge Crane said the public defender needs to discuss an ROR with the prosecutor so a request may be made to the court.

9. Comments from the Public

None.

10. Next Meeting Date

The next meeting is scheduled for August 11, 2015, at 5:00 p.m. to convene in the Boone County Courthouse, Law Library.

Meeting adjourned at 5:30 p.m.

Prepared by: Cindy Garrett
Cindy Garrett
Deputy Court Administrator

Submitted by: Mary Epping
Mary Epping
Court Administrator

Distributed on: 8/7/15