

**COURT EN BANC MINUTES**  
**Tuesday, April 20, 2021, at 5:00 p.m.**  
**Webex Video Conference**

**Judges Present:** Judges Brouck Jacobs, Jeff Harris, Kevin Crane, Josh Devine, Kimberly Shaw, Carol England, Sue Crane, Tracy Gonzalez, Leslie Schneider, Stephanie Morrell, and Commissioners Sara Miller and Casey Clevenger

**Others Present:** Court Marshal Cody Oseth, Assistant Prosecuting Attorney Jessica Caldera, Court Administrator Mary Epping and Deputy Court Administrator Cindy Garrett

**1. Call to Order/Welcome**

The meeting was called to order by Judge Brouck Jacobs at 5:14 p.m.

**2. Introduction of Guests**

Judge Brouck Jacobs welcomed guest.

**3. Approval of March 23, 2021 Minutes**

Judge Kimberly Shaw moved to accept the March 23, 2021 minutes. Second: Judge Kevin Crane. The motion passed unanimously.

**4. Westlaw Contract**

Court Administrator Mary Epping said she sent an email earlier today regarding specific information as to the proposed contract with Westlaw and what paper books it would include. Mary will create a list of the paper books judges are requesting and get a final quote from the representative. It was requested that a rule book continue to be purchased for each courtroom. Mary advised LexisNexis is currently available at no cost by the state, therefore a contract with Westlaw would be in addition to Lexis. This item will be on the agenda next month for a vote.

**5. Docket Changes for Centralia/Ashland Municipal**

Judge Stephanie Morrell said Centralia has hired a new prosecutor, who also handles municipal cases for Hallsville and Sturgeon and, therefore, is requesting that Centralia be heard on the same docket as Hallsville and Sturgeon. Judge Morrell will assume Ashland Municipal Court which will be held on the third Monday at 9:00 and Judge Kimberly Shaw will assume Centralia Municipal docket which will be held on the second Tuesday at 9:00. They would like for these changes to take effect June 1, 2021, with the other previously approved docket changes. Judge Schneider moved to approve the docket changes. Second: Judge Tracy Gonzalez. The motion passed unanimously.

**6. Other**

Judge Sue Crane said the Callaway County Commissioners recently advised her they are looking to break ground on the new Justice Center in June/July. A grant is being written through Homeland Security for the walk-through metal detector.

Court Administrator Mary Epping said we are scheduled to replace the on-call iPad this year and she inquired if the judges preferred the 11" or 12.5". There were mixed opinions. Mary will get input from all before the order is placed.

Judge Brouck Jacobs said Court Marshal Cody Oseth has hired several new deputies, however they are still down 3 position. He also said a policy change was recently made allowing marshals to work as reserve officers for other agencies, including within our circuit.

Judge Brouck Jacobs said Holts Summit Municipal Court has experienced some changes due to a suspected theft. He said Holts Summit police were investigating, however he also contacted Sheriff Chism, who is now investigating. He said there is a possibility this municipality will transfer the court to the associate circuit division.

Deputy Court Administrator Cindy Garrett advised of updates made to Webex, which are noted on CIC. Some of the changes include customizing the view for the judge and all participants.

Judge Brouck Jacobs asked judges to let Mary know their thoughts on having these meetings by Webex versus in person for the future.

**7. Comments from the Public**

No comments from the public.

**8. Next Meeting Date**

The next meeting is scheduled for May 18, 2021, at 5:00 p.m. by hybrid at this time. Judge Stephanie Morrell moved to adjourn. Second: Judge Kevin Crane. The motion passed unanimously. The meeting adjourned at 5:28 p.m.

Prepared by: Cindy Garrett  
Cindy Garrett  
Deputy Court Administrator

Submitted by: Mary Epping  
Mary Epping  
Court Administrator

Distributed on: May 14, 2021