

COURT EN BANC MINUTES
Tuesday, December 6, 2022 at 6:00 p.m.
Jury Assembly Room
Callaway County Courthouse

Judges & Commissioners Present:

Brouck Jacobs, Kevin Crane, Kimberly Shaw, Carol England, Sue Crane, Sara Miller, Tracy Gonzalez, Leslie Schneider, Stephanie Morrell, and Casey Clevenger.

Others Present:

Court Administrator Cindy Garrett, Boone County Circuit Clerk Christy Blakemore, Boone County Circuit Clerk Unit Manager Sherry Terrell, Boone County Prosecutor Roger Johnson, Adult Court Services Supervisor Diana Winn, Technology Services Supervisor Chris Fishman-Weaver, Callaway County Prosecutor Chris Wilson (judge-elect div 6), Assistant Callaway County Prosecutor Ben Miller, Attorney Kayla Jackson-Williams (judge-elect div 10), KMIZ 17 reporter Marina Diaz, and Deputy Court Administrator Derek Hux.

1. Call to Order / Welcome

The meeting was called to order by Judge Brouck Jacobs at 6:00PM, and he thanked the Callaway Bar Association for providing dinner.

2. Introduction of All Guests

The guests present was Attorney Kayla Jackson-Williams (incoming Division 10 Judge) and KMIZ 17 reporter Marina Diaz.

3. Approval of minutes from October 25, 2022

Judge Brouck Jacobs asked if there were any additions or corrections to the prior meeting's minutes. Minutes approved by unanimous consent.

4. Orders of Destruction of Confidential Records

Deputy Court Administrator Derek Hux discussed the records destruction requests. Motion to approve destruction of records made by Judge Stephanie Morrell, seconded by Judge Kimberly Shaw. Order of Destruction approved by unanimous vote.

5. Appointments

With the upcoming retirement of Judge Leslie Schneider, Judge Brouck Jacobs nominated Judge Sue Crane to be the new Administrative Judge of the Family

Court. Judge Schneider seconded. Approved by unanimous vote.

Judge Brouck Jacobs nominated Sara Miller to continue for another four-year term of Family Court Commissioner. Judge Schneider seconded. Approved by unanimous vote.

6. Reallocation of Personnel

Court Administrator Cindy Garrett said that based on the current workload in Adult Court Services, she is recommending we use that FTE to hire another full-time IT person. Judge Kevin Crane moved that we hire another full-time IT person. Judge Stephanie Morrell seconded. Approved by unanimous vote.

Court Administrator Cindy Garrett explained that recently several positions at JJC have been eliminated. Garrett explained that JJC is a 45-bed facility but only receives funding for 16 youth. The facility is supported for up to 24 youths with county funding. Garrett asked that we look to hire a county funded supervisor position using Juvenile Justice Preservation funding. Judge Stephanie Morrell moved to use JJPF funding to hire a supervisor at the juvenile detention center. Judge Tracy Gonzalez seconded. Approved by unanimous vote.

7. Amendment to LCR 68.12

Judge Sue Crane presented a proposed amendment to local court rule 68.12 regarding settlement conferences so they are voluntary instead of mandatory. Judge Leslie Schneider stated this amendment allows the judge to order the conference or a party to request the conference, but does not require one to happen before the case can proceed. Judge Schneider moved to approve the amendment to LCR 68.12. Judge Kevin Crane seconded. Approved by unanimous vote. Judge Sue Crane moved for an emergency clause for this to go into effect on January 1, 2023. Seconded by Judge Kevin Crane. Approved by unanimous vote.

8. Use of Courthouse for Commercial Purposes

Judge Brouck Jacobs started a discussion of whether filming should be prohibited for commercial purposes at the courthouses. Judge Jacobs stated that recently a law firm had requested to be able to video a commercial at the Boone County Courthouse, and in order to be content neutral if any business is allowed then we would have to allow for all. Discussions involved whether we should specify "for profit" in order to permit not for profit organizations. No vote was taken but all discussion was in favor of this restriction.

9. Amendment 3

Court Administrator Cindy Garrett explained Brandon Walker attended a pretrial administrators meeting and it was the opinion of many that marijuana use, now, could not be prohibited as a bond condition. Discussion was had regarding how best to change the wording of our bond conditions and misdemeanor judgment sheets in light of the passing of Amendment 3.

Boone County Circuit Clerk Christy Blakemore described the work her office is doing and will have to do to accomplish the expungement provisions of Amendment 3.

10. Review GAL Implementation Plan

Deputy Court Administrator Derek Hux reviewed the current GAL implementation plan which is unchanged since 2015. Judge Kevin Crane moved to approve the GAL Implementation Plan, seconded by Judge Stephanie Morrell. Approved by unanimous vote.

11. 3-WEST Courtroom update

Technology Services Supervisor Chris Fishman-Weaver said that work began on updating the Boone County 3-WEST courtroom on November 28, 2022. It is anticipated to be a three-week project.

12. Callaway Justice Center

Court Administrator Cindy Garrett stated that currently the tentative move in date for the Justice Center is Wednesday, April 19, 2022.

Technology Services Supervisor Chris Fishman-Weaver said he will work with the network team at OSCA to make the switch happen. The difficulty is that we cannot have some people working at one location and others working at another. There has to be a hard date when the state network switches from the old building to the new building.

13. Other

There was discussion about recent changes in the on-call email. Technology Services Supervisor Chris Fishman-Weaver said that now you need to interact with the body of the email in order for the "send" button to be clickable.

Judge Stephanie Morrell stated that the circuit now has four associate divisions in Boone County doing criminal cases and the plan is that each of the associate judges will send DOC video cases to a corresponding Circuit Judge:

- Division 5 will go to Division 3,
- Division 7 will go to Division 2,
- Division 9 will go to Division 4,
- Division 11 will go to Division 1.

Commissioner Casey Clevenger said the National Center for DWI Courts did an audit of our program, and we are in compliance with best practice and received glowing remarks.

Judge Brouck Jacobs stated OSCA has advised we won the O'Toole Award due to our circuit's clearance rate. We are one of seven circuits statewide that received the award.

14. Comments from the Public


There were no comments from the public.

15. Next Meeting Date

The next meeting of Court En Banc will be on January 10, 2023, in Boone County.

Judge Stephanie Morrell motioned to adjourn, seconded by Judge Kimberly Shaw. Meeting adjourned by unanimous vote at 7:02PM.

Prepared by:



 Derek Hux
 Deputy Court Administrator

Submitted by:



 Cindy Garrett
 Court Administrator

Distributed on:

