

In the Supreme Court of the State of Idaho

**IN RE: MEMBERSHIP OF THE COURT)
ASSISTANCE OFFICE COMMITTEE)
_____)**

ORDER

WHEREAS the Idaho Supreme Court is committed to its mission of ensuring access to justice within the courts of this State; and,

WHEREAS the Court Assistance Office programs throughout the State continue to provide a critical route for self-represented people to secure that access to justice; and,

WHEREAS the Court Assistance Office Committee is charged as follows:

- Research and study the barriers faced and the needs of those persons of low income or modest means and those choosing to proceed unrepresented by attorneys when accessing the court system;
- Recommend the development of resources and services in those areas of highest need for persons of low income or modest means and those who choose to proceed unrepresented;
- Recommend policies, guidelines, and best practices that further equal and meaningful access to the court for all services provided by the Court Assistance Office for self-represented litigants;
- Evaluate options and make recommendations for the use of technology that increases the accessibility of information and resources to self-represented litigants; improves the efficiency of delivery of services, and maximizes available resources;
- Develop and promulgate simplified court forms for use by self-represented litigants, and incorporate the principles of plain language into forms, interactive form interviews, instructions, and written communication provided by the Court Assistance Office;
- Partner with key stakeholders including the bench, the bar, government, nonprofit organizations and others in the development of resources and services;
- Coordinate with other Supreme Court Committees that have an impact on issues that affect self-represented litigants;
- Examine and consider long term funding strategies to permit development and implementation of Court Assistance Office services.

The Court Assistance Office Committee shall meet regularly and shall report periodically to the Administrative Conference and to the Court on actions taken, as well as recommendations for improvements to judicial and non-judicial education.

The Court, having received a recommendation from Judge Michael Dean, Chair of the Court Assistance Office Committee, and in coordination and consultation with Amy Stack, Principal Manager, Court Access and Operations;

The following adjustments shall be made to the Court Assistance Office Committee roster:

The following committee members are released from the duties associated with said committee, with appreciation for their service:

Judge Ross D. Pittman, 1st Judicial District
Jim Cook, Idaho Legal Aid Services

The following individuals are appointed to said committee:

Judge Karin Seubert, 2nd Judicial District
Jacob Workman, Idaho Legal Aid Services

The following committee members shall remain on said committee:

Judge Michael Dean, 4th Judicial District, Chair
Judge Todd Garbett, 6th Judicial District
Jerry Woolley, 5th Judicial District Court Assistance Officer
Tony Salazar, 3rd Judicial District Court Assistance Officer
Sharee Sprague, Elected Clerk, Power County
Jason Dye, 6th Judicial District Trial Court Administrator
Jennifer White, 7th Judicial District Family Court Services District Manager
Jennifer Brumley, 1st Judicial District ISB FL Section Attorney
M. Scott Keim, Idaho Department of Labor

After the above adjustments are made to the roster, the Court Assistance Office Committee shall be comprised of the following members:

Committee Membership

Chair: Judge Michael Dean, 4th Judicial District
Judge Todd Garbett, 6th Judicial District
Judge Karin Seubert, 2nd Judicial District
Jerry Woolley, 5th Judicial District Court Assistance Officer
Tony Salazar, 3rd Judicial District Court Assistance Officer
Sharee Sprague, Elected Clerk, Power County
Jason Dye, 6th Judicial District Trial Court Administrator
Jacob Workman, Idaho Legal Aid Services
Jennifer White, 7th Judicial District Family Court Services District Manager
Jennifer Brumley, 1st Judicial District ISB FL Section Attorney
M. Scott Keim, Idaho Department of Labor

A team of Idaho court administrative experts, as well as legal counsel, will provide ongoing support and guidance to the Court Assistance Office Committee, including: Deena Layne, Deputy Counsel, AOC; and, Amy Stack, Principal Manager, Court Access and Operations.

Dated this 20th day of November, 2024.

By Order of the Supreme Court


G. Richard Bevan
Chief Justice, Idaho Supreme Court

ATTEST: 
Melanie Gagnepain, Clerk

I, Melanie Gagnepain, Clerk of the Supreme Court/
Court of Appeals of the State of Idaho, do hereby
Certify that the above is a true and correct copy of the
Order entered in the above entitled
cause and now on record in my office. WITNESS my
hand and the Seal of this Court 11-21-24
Melanie Gagnepain, Clerk

By  Deputy