

2015 Idaho Institute for Court Management
 The Riverside Hotel – Boise Idaho
 October 26-29, 2015

Monday, October 26, 2015 Pre-Institute Workshops	
8:00 – 9:00 Convention Center Lobby	Registration
8:00 – 9:00 Juniper	Buffet Breakfast
9:00 – 4:00 Pre-Institute Workshop Northstar	Supervisor Workshop Session Description:
9:00 – 4:00 Pre-Institute Workshop Cinnabar	Court Assistance Workshop <i>Imelda Ramirez, Court Assistance Manager, Idaho Supreme Court</i> Session Description:
9:00 – 4:00 Pre-Institute Workshop Liberty	Jury Commissioners Workshop <i>Note: This session continues Tuesday morning</i> <i>Judge Gregory Moeller, District Judge, 7th District; Ranae Johnson, Bonneville County; Marji Shepherd, Ada County; Chris Quayle, Bonner County; Jerry Wooley, Twin Falls County; Tyler Tindall, Elmore County</i> Session Description:
12:00 Noon Juniper	Buffet Lunch
4:00	Adjourn for the day

Tuesday, October 27, 2015
Idaho Institute for Court Management

7:30 – 8:30 Convention Center Lobby	Registration
7:30 – 8:30 Ponderosa/ Tamarack	Buffet Breakfast
8:30 – 8:45 Juniper/ Laurel	Welcome, Opening Remarks <i>Janica Bisharat, Court Management Director, Idaho Supreme Court</i>
8:45 – Noon Liberty	Jury Commissioners Workshop <i>Note: This session is continued from Monday</i> <i>Judge Gregory Moeller, District Judge, 7th District; Ranae Johnson, Bonneville County; Marji Shepherd, Ada County; Chris Quayle, Bonner County; Jerry Wooley, Twin Falls County; Tyler Tindall, Elmore County</i> Session Description:
8:45 -10:15 Juniper/Laurel	Customer Service: It is What YOU Make It! <i>LaTrisha Kinlow, Court Administrator, Tukwila Municipal Court, State of Washington</i> Session Description:
10:15 10:30	Break
10:30 – 12:00 Juniper/Laurel	Unexpected Impact Working In the Courts Can have on Court Personnel <i>Laura Porter, Co-Founder of ACE Interface</i> Session Description: Court personnel will discuss potential and sometimes dramatic impacts that can occur overtime when providing court services for some of society's most troubles families and citizens. Participants will be challenged with self-reflection and increased awareness with planned action steps for keeping yourself healthy and productive.
12:00 – 1:00 Ponderosa/ Tamarack	Buffet Lunch
1:00 – 2:30 PM Concurrent Break-Out Sessions (Select one)	

Breakout	<p>Domestic Violence and Civil Protection Orders</p> <p><i>Judge Russell Comstock, Magistrate Judge, Ada County; Mary Hoffman, DV Coordinator, Canyon County, Jamie Martin, Court Clerk, Ada County</i></p> <p>Session Description:</p>
Breakout	<p>Update – Appeals to the Idaho Supreme Court</p> <p><i>Steve Kenyon, Clerk of Idaho Supreme Court & Court of Appeals</i></p> <p>Session Description:</p>
Breakout	<p>Legal Advice vs Legal Info 1.0</p> <p><i>Note: This is a repeat from the same session held last year at IICM</i></p> <p><i>Jay Sturgell, Court Assistance Officer, Kootenai County, 1st District</i></p> <p>Session Description: Our job is to provide excellent service to our court customers. As newer clerks to the courts, this means being able to answer questions, provide accurate and timely information, and help our citizens successfully navigate within the court system. But how do we determine where the line is between providing court customer’s legal information and legal advice? In this session participants will discuss the difference between legal information and advice and discuss strategies to assure we don’t step outside our specific roles and responsibilities as court clerks.</p>
Breakout Cinnabar	<p>Computer Lab: Fundamentals of CP Data Entry into ISTARs</p> <p><i>Judge Andrew Ellis, Magistrate Judge, Ada County; Tamara Halstead, Clerk, Twin Falls County; Susan Mueller, Clerk, Bonner County</i></p> <p>Session Description: In this session clerks will review and practice fundamentals of data entry in ISTARs and discuss the importance of correct data entry as it pertains to time standards and the critical impact your work may have on the lives of children and families.</p>
2:30 – 2:45	Break
<p>2:45 – 4:15 PM</p> <p>Concurrent Break-Out Sessions (Select one)</p>	
Breakout	<p>Juvenile Cases –Today and into The Future</p> <p>Raena Bull, Deputy Clerk, Canyon County; Rene Nelson, Deputy Clerk, Idaho Supreme Court</p>

	Session Description:
Breakout	<p>Domestic Violence -Civil Protections Orders (Repeat Session)</p> <p><i>Judge Russell Comstock, Magistrate Judge, Ada County; Mary Hoffman, DV Coordinator, Canyon County, Jamie Martin, Court Clerk, Ada County</i></p> <p>Session Description:</p>
Breakout	<p>Legal Advice vs Legal Info 2.0 – A deeper dive</p> <p><i>Jay Sturgell, Court Assistance Officer, Kootenai County, 1st District; Imelda Ramirez, Court Assistance Manager, Idaho Supreme Court</i></p> <p>Session Description:</p>
Breakout Cinnabar	<p>Computer Lab: Windows 8.1 Training</p> <p><i>Duane Dickey, Court Education Specialist, Idaho Supreme Court</i></p> <p>Session Description:</p>

Wednesday, October 28, 2015 Idaho Institute for Court Management	
7:30 – 8:30 Convention Center Lobby	Registration
7:30 – 8:30 Ponderosa/ Tamarack	Buffet Breakfast
8:30 – 8:45 Juniper/ Laurel	<p>Welcome, Opening Remarks</p> <p><i>Ileen Gerstenberger, Senior Education Manager, Idaho Supreme Court</i></p>
8:30 – 10:00 Juniper/ Laurel	<p>Odyssey Pilot Court Update – Lessons Learned/Opportunities Ahead</p> <p><i>Kevin Iwersen, Chief Information Officer, Idaho Supreme Court; Janica Bisharat, Court Management Director, Idaho Supreme Court</i></p> <p>Session Description:</p>
10:00 – 10:15	Break

10:15 – 12:00	<p>Access to Justice – You Make All the Difference</p> <p><i>LaTrisha Kinlow, Court Administrator, Tukwila Municipal Court; Yolande Williams, Court Administrator, Seattle Municipal Court</i></p> <p>Session Description: Faculty will focus on their role in judicial branch which includes helping to ensure equal access to justice.</p>
12:00 – 1:00 Ponderosa/ Tamarack	<p>Buffet Lunch</p>
<p>1:00 – 2:30 PM Concurrent Break-Out Sessions (Select one)</p>	
Breakout	<p>Criminal Processing of Bonds and Warrants</p> <p>Judge John Butler, District Judge, 5th District; Cindy Eagle-Ervin, Court Clerk Specialist, Idaho Supreme Court</p> <p>Session Description:</p>
Breakout	<p>Idaho Department of Transportation</p> <p><i>Amy Kearns, Program Specialist, Idaho Department of Transportation</i></p> <p>Session Description:</p>
Breakout	<p>‘Guess What I Just Read on Facebook?’ Social Media Considerations for Court Personnel</p> <p><i>Lauren Schofield, Community Relations Officer, Ada County Sheriff’s Office</i></p> <p>Session Description:</p>
Breakout Liberty	<p>Odyssey and Portal Demonstration</p> <p>Session Description:</p>
Breakout	<p>Computer Lab: Child Protection Advanced Data Entry and Open Computer Lab</p>

Cinnabar	<p>Tamara Halstead, Clerk, Twin Falls County; Ellie Ibarra, Clerk, Washington County</p> <p>Session Description: Ever had a question about CP data entry you could not get answered? Maybe you want to know how other courts are handling particular CP situations that come up for clerks of the court. In this hands-on session you will have an opportunity to ask any questions and get some answers in an open computer lab.</p>
2:30 – 2:45	Break
2:45 – 4:15 PM Concurrent Break-Out Sessions (Select one)	
Breakout	<p>Idaho Department of Transportation (Repeat Session)</p> <p><i>Amy Kearns, Program Specialist, Idaho Department of Transportation</i></p> <p>Session Description:</p>
Breakout	<p>‘Guess What I Just Read on Facebook?’ Social Media Considerations for Court Personnel (Repeat Session)</p> <p><i>Lauren Schofield, Community Relations Officer, Ada County Sheriff’s Office</i></p> <p>Session Description:</p>
Breakout	<p>Criminal Processing of Bonds and Warrants (Repeat Session)</p> <p>Judge John Butler, District Judge, 5th District; Cindy Eagle-Ervin, Court Clerk Specialist, Idaho Supreme Court</p> <p>Session Description:</p>
Breakout Liberty	<p>Odyssey and Portal Demonstration</p> <p>Session Description:</p>

<p>Breakout Cinnabar</p>	<p>Computer Lab: Windows 8.1 Training (Repeat Session)</p> <p><i>Duane Dickey</i>, Court Education Specialist, Idaho Supreme Court</p> <p>Session Description:</p>
<p>Thursday, October 29, 2015 Idaho Institute for Court Management</p>	
<p>7:30 – 8:15 Convention Center Lobby</p>	<p>Registration</p>
<p>7:30 – 8:15 Ponderosa/ Tamarack</p>	<p>Buffet Breakfast</p>
<p>8:15 – 8:30 Juniper/ Laurel</p>	<p>Welcome, Opening Remarks <i>Ileen Gerstenberger</i>, Senior Education Manager, Idaho Supreme Court</p>
<p>8:30 – 10:00</p>	<p>Language Access – ADA</p> <p><i>Judge Sergio A. Gutierrez</i>, Idaho Court of Appeals; Sandra Barrios, Language Access Coordinator, Ada County</p> <p>Session Description:</p>
<p>10:00 – 10:15</p>	<p>Break</p>
<p>10:15 – 12:00</p>	<p>Crusin' through Life at 35 mph</p> <p><i>Brian Blasko</i>, Youngstown, Ohio</p> <p>Session Description:</p>
<p>12:00 – 12:15</p>	<p>Closing Remarks and Evaluations</p>