



October 5, 2016

## Idaho State Judiciary: *Court E-News*

*As the Third Branch of Government, we provide access to justice by ensuring fair processes and the timely, impartial resolution of cases.*



### State Employees' Charitable Giving Campaign is Underway

Our United Way Campaign is underway! Making a gift to United Way's Community Fund is the easiest way to change the lives of 1 out of every 3 Idahoans! Join us in making this year's campaign the most successful ever. Consider a gift to your United Way Regional Community Fund today. [Click here](#) to watch this brief United Way video! The United Way is a voluntary charitable contribution. You can donate through payroll deduction throughout the 2017 year, or through a check made out to the United Way. To contribute, please print the [donor form](#), complete with the applicable Regional Code, and return to HR via email at [hr@idcourts.net](mailto:hr@idcourts.net). To donate online, [click here: WE ARE STRONGER TOGETHER!!!](#)

Questions: Contact Shirley Burger in the Human Resources Office: [sburger@idcourts.net](mailto:sburger@idcourts.net) or 208-947-7462.

### In This Issue

- State Employees' Charitable Giving Campaign is Underway
- iCourt Project Update
- Judicial Pretrial Justice Resource Clearinghouse Available
- Human Resources News
- In Memory of Rollie Bennett
- Problem-Solving Court Graduations

### iCourt Project Update



#### e-Filing Update

Electronic filing became mandatory in Ada County for all civil and criminal cases on Monday, October 3. Attorneys have been required to electronically file new criminal case filings in the county since early September. Up until this point, civil e-filing had been voluntary.

The final in-person e-filing training will be held Thursday, October 6 from Noon to 1:30 p.m. in the Lincoln Room at the Idaho Supreme Court. Attorneys who attend the trainings are eligible to receive 1.5 CLE credits. A free online e-filing seminar is also offered through Tyler Technologies, the Idaho Supreme Court's technology partner for the iCourt project, for anyone not able to attend the in-person training. It is important to note, you will need to create an account in iCourt to file cases electronically. If you have not yet created an account, please [Click Here](#). Tyler Technologies' support is available to help attorneys set up their e-filing accounts. If you need assistance, please call 1-800-297-5377 during normal business hours. If you would like more information on e-filing, please review the [Rule on Electronic Filing and Service](#).

#### Wave Activities for Data Configuration and Conversion (Data Migration)

Each county is building their local configuration and participating in check-point meetings scheduled to provide on-going support to the county Subject Matter Experts (SMEs). These meetings focus on specific configuration topics to confirm the local team has a firm understanding of what is required and are able to address their local requirements. This activity will be 50% completed after this week.

The purpose of the data migration review activity is to compare local court data from ISTARs to its Odyssey equivalent, and to identify issues or areas of concern with the migrated data. This helps to ensure relevant and accurate court data is converted into Odyssey. The SME team will be tasked with comparing the data and helping the ISC identify and resolve issues. The District 4 Data Conversion Workshop visits took place at their local courts this past week, while District 5 will have a Data Conversion Lab set up at the Jerome Courthouse for those clerks to attend.

### News Links of Interest

- [This Week's News Articles](#)
- [NCSC Jur-E Bulletin this week](#)
- [NCSC "In the News" this week](#)
- [NCSC @ The Center 9-16](#)
- [NCSC Connected 9-16](#)
- [NCSC Judging Traffic 9-21-16](#)
- [Gavel to Gavel this week](#)

## Judicial / Administrative Calendar

**Current Calendar** 10-05-16 **NEW**

Due to security concerns, locations are *not* posted the on [Website calendar](#).

## Summary of ISC / COA Published Opinions

[September 14–October 3, 2016](#)

[September 7-14, 2016](#)

## Court Committees: Agendas and Minutes

[Minutes: July 2016 Administrative Conference](#)

[Minutes: Felony Sentencing Committee 4-2016](#)

[Minutes: Advancing Justice Committee 4-2016](#)

## Protocol for Circulating Proposed Court Rules and Rule Amendments

[Click here for the Protocol](#) (01-09-15)

## Training & Education Corner

[Click here](#) for the Judicial Education SharePoint site for all upcoming and archived training for Judges.

[Click here](#) for all upcoming and archive training for Clerks & Court reporters.

## Service Desk Support



Email: [helpdesk@idcourts.net](mailto:helpdesk@idcourts.net)

Call: 208-334-3868

## Court Protective Services Corporal Jon Vance

Office: 208-947-7439

Cell: 208-999-2736

[JVance@idcourts.net](mailto:JVance@idcourts.net)  
[Incident Report Form](#)



## Judicial Pretrial Justice Resource Clearinghouse Available

The Pretrial Justice Center for Courts (PJCC) works closely with the Conference of Chief Justices and the Conference of State Court Administrators to implement their resolution recommending evidence-based assessment of risk in setting pretrial release conditions and the presumptive use of non-financial release conditions consistent with assessments of risk.

With support from the Public Welfare Foundation, PJCC provides information and tools, offers education and technical assistance, facilitates cross-state learning and collaboration, and promotes the use of legal and evidence-based pretrial practices for courts across the country. The site offers a myriad of pretrial educational and research based topics that include materials and research relating to release decisions, risk assessments, pretrial supervision, preventive detention, performance measures and national reform activities.

[Click here](#) to access the site.

## Human Resources News

### Judicial Performance Evaluation Feedback Surveys Available

As promised during the Judicial Performance Evaluations Update at the Judicial Conference, below are the feedback survey links. We value your input and encourage all judges to review the surveys and provide feedback to Judge John Stegner, Judge Patrick Owen, Judge Thomas Borresen, Judge Monty Berezcz, or Andrea Patterson by **Friday, October 14, 2016**. Thank you.

⇒ [Click here for the Attorney Survey](#)

⇒ [Click here for the Court Professionals Survey](#)

### NCPERS Open Enrollment for PERSI Members Only

PERSI members who are actively at work are eligible to purchase additional term life insurance through NCPERS. Assuring adequate Life Insurance coverage is an important part of financial planning. The [Brochure](#) details the coverage available, and you are encouraged to review carefully, to see if you choose to take advantage of the financial security that this coverage can provide. You may enroll for this affordable coverage only during the annual open enrollment period beginning September 1 through November 30, 2016. Simply fill in each section of the [ENROLLMENT FORM](#), print, sign and date the printed form and return it to the HR Office no later than **November 15, 2016**. Please keep in mind if you do not enroll now, you will not have another opportunity until the next open enrollment. While considering to enroll in this valuable coverage, be aware that your insurance is automatically effective, with no medical evidence requirements. Coverage for your eligible dependents is also automatically included in your monthly premium at no additional charge. PERSI members who already have enrolled for this coverage do not have to do anything to continue their participation in the insurance program.

## Current Position Openings

For a complete description of all positions available, as well as application materials, please [click here](#).

**Database Administrator:** The Idaho Courts have a career opportunity available for a Database Administrator to design, install, and maintain databases for the Idaho Judiciary. The position ensures the security, quality, and integrity of database resources. **The position is open until filled.**

**Court Reporter—Fifth Judicial District:** The Idaho Courts have a career opportunity available for a Court Reporter for District Judge Michael Crabtree in Cassia County. The Court Reporter will provide verbatim reporting and transcribing of court proceedings, hearings and conferences. The position is located in Burley, Idaho. **The position is open until filled.**

**IT Application Specialist (I, II, Sr.) - Odyssey Support and Maintenance (2); Odyssey Implementation and Conversion (1):** The Idaho Courts have a career opportunity within the Information Services Division for three (3) IT Application Specialist (I, II, Sr.) positions. Two of the three positions are full-time and one is considered part-time, non-benefited working no more than 19 hours per week. The IT Application Specialist role provides guidance and support for all court-related software applications. Incumbents in this position will be or become an application expert in one or more court applications with a focus in Odyssey Support and maintenance and Odyssey Implementation and Conversion. **All application materials must be received by Monday, October 17, 2016, no later than 5:00 pm MDT.** \*\*Please indicate in your cover letter whether you would like to be considered for our full-time and/or part-time position\*\*

**IT Application Specialist (I, II, Sr.) - Web Content / Document and Implementation:** The Idaho Courts have a career opportunity within the Information Services Division for a full-time IT Application Specialist (I, II, Sr.) to provide guidance and support for all court-related online content and court-generated documents. The IT Application Specialist (I, II, Sr.) position will lead or participate in sessions with stakeholders and content consumers to identify usability and functionality gaps, and will develop requirements and plans to close those gaps. Incumbents will also troubleshoot and resolve reported issues with online content creation, will train and empower content administrators within the Court, and will work with team members and vendors to develop and implement solutions in the online content and forms areas. **All application materials must be received by Monday, October 17, 2016 no later than 5:00 pm MDT.**

### OTHER COURT OPENINGS

**Domestic Violence Court Coordinator—6th Judicial District:** Bannock County has a career opportunity for a Domestic Violence Court Coordinator for the Sixth Judicial District. The Domestic Violence Court Coordinator will assist the 6th Judicial District Court in the improvement of the justice system response by enhancing victim safety and improving offender accountability in domestic violence cases. The Domestic Violence Court Coordinator will also assist in the effective operations, continuous quality improvement, and outcomes evaluation of the Domestic Violence Court program within the District. The incumbent will serve as a Bannock County employee. This position is full time with Bannock County benefits and is dependent on grant funding. To apply, click here. **Application materials must be received by October 12, 2016, 5:00 pm MDT.**

## Human Resources News continued from page 2 . . .

### Stay Informed Update from the Office of Group Insurance

**Life Events – Where do I Start?** When life circumstances change they tend to all change at once. That’s why the **Office of Group Insurance (OGI)** designed this website to help employees navigate the most commonly asked about events and questions related to medical, dental and life insurance coverages. The Life Events page is the best place to start if you aren’t sure where you need to go or what you need to do regarding your insurance benefits if you are: having a baby, planning for retirement, transferring jobs from one state agency to another, and MORE! Don’t see a particular life event linked on their page? [Contact the OGI team](#) and they will gladly walk you through the process for application insurance coverages. OGI’s goal is to ensure that employees have access to resources so that when life happens employees can make the best decisions for themselves and their families.

### PERSI News to Use: [October Newsletter](#)

### Wellness News

- ◆ Employees, sign up online by 10/09 for Blue Cross of Idaho’s Walktober Challenge. Form teams, have fun!
- ◆ Flu Shot Clinic – register for the last [Capitol Mall flu vaccination clinic: 10/06](#).
- ◆ It’s Breast Cancer Awareness Month. Idaho has one of the lowest rates in the U.S. for mammography; please review the [resources on the Home Page](#) and on the [Clinics page](#)
- ◆ [Like Us on Facebook!](#) Enjoy TODD’s, info on local health events, and motivational health tips
- ◆ Steelheads Hockey and BSU Football Tickets – state employees have a discount to upcoming games; [go to Happenings to get your tickets!](#)

### Capitol Mall Classes

Waiting lists are at an all-time low and we have turnover every month in most classes. Yoga is a great way to end your busy week. We a few openings in October!! Space is limited in all classes! Contact Jennifer Pike if you’d like to join or get on a waiting list.

<b>PILATES (1st lunch hour)</b>	Monday/ Thursday 12:00 - 12:50	\$16/ month	Contact - Jennifer Pike <a href="mailto:jennifer.pike@adm.idaho.gov">jennifer.pike@adm.idaho.gov</a>	2 people on waiting list
<b>PILATES (2nd lunch hour)</b>	Monday/ Thursday 1:00 - 1:50	\$16/ month	Contact - Jennifer Pike <a href="mailto:jennifer.pike@adm.idaho.gov">jennifer.pike@adm.idaho.gov</a>	0 people on waiting list
<b>YOGA (Kimberly)</b>	Tuesday 12:00 - 12:50	\$8/ month	Contact - Kymm Benson <a href="mailto:kymm.benson@oer.idaho.gov">kymm.benson@oer.idaho.gov</a>	2 people on waiting list
<b>MUSCLE CONDITIONING</b>	Wednesday 1:00 - 1:50	\$10/ month	Contact - Jennifer Pike <a href="mailto:jennifer.pike@adm.idaho.gov">jennifer.pike@adm.idaho.gov</a>	0 people on waiting list
<b>GENTLE YOGA</b>	Friday 1:00 - 1:50	\$8/ month	Contact - Jennifer Pike <a href="mailto:jennifer.pike@adm.idaho.gov">jennifer.pike@adm.idaho.gov</a>	4 OPENINGS IN OCTOBER

**HR / Finance Links of Interest**[HR Recruitment Report](#) 10-05-16[EEO Utilization Report](#) 10-16-15[Employee Self-Service \(ESS\)](#)[Tips for using ESS](#)[Phone Directory: Admin. Office of the Courts](#) **NEW**[Judges Policy Manual](#) 08-19-15[Employee Policy Manual](#) (Effective 07-01-14)[Salary Affidavits & Travel Vouchers](#)[We're Here to Serve You!](#)[Wellness News \[Health Matters\]](#)**In Memory of Rollie Bennett***As reported by Korri Blodgett, Camas County Clerk*

I wanted to let you all know that **Rollie Bennett** passed away unexpectedly on Sept 24<sup>th</sup>. Rollie was the Camas County Clerk for 28 years and knew just about everybody between work, fishing, and golf courses, so please share this sad news with your Judges, Commissioners, and others. He was such a great friend and will sure be missed. The funeral service will be held October 8<sup>th</sup> at 2:00 pm at the Fairfield Legion Hall. Burial will be at the Hill City Cemetery, followed by a gathering and celebration of life in Hill City.

**Problem-Solving Court Graduations**

Kootenai County Mental Health Court  
Kootenai County Courthouse, Rm. 8  
October 5 @ 8:00 a.m., Coeur d'Alene

Nez Perce County Mental Health Court  
Nez Perce County Courthouse  
October 5 @ 8:30 a.m., Lewiston

Ada County DUI Court  
Ada County Courthouse  
October 5 @ 5:30 p.m., Boise

Bannock County Mental Health Court  
Bannock County Courthouse  
October 5 @ 5:30 p.m., Pocatello

Bonneville County Felony Drug Court  
Bonneville County Courthouse  
October 5 @ 4:00 p.m., Idaho Falls

Kootenai County Mental Health Court  
Kootenai County Courthouse, Rm. 8  
October 6 @ 8:00 a.m.  
Coeur d'Alene

Bonneville County Misd./DUI Court  
Bonneville County Courthouse  
October 6 @ 4:00 p.m., Idaho Falls

Ada County Mental Health Court  
Ada County Courthouse  
October 11 @ 5:30 p.m., Boise

Kootenai County DUI Court  
Kootenai County Courthouse, Rm. 8  
October 11 @ 6:00 p.m., Coeur d'Alene

Tri-County Felony Drug Court  
Payette County Courthouse  
October 13 @ 10:00 a.m., Payette

Nez Perce County DUI Court  
Nez Perce County Courthouse  
October 18 @ 4:30 p.m., Lewiston

Bonneville County Mental Health Court  
Bonneville County Courthouse  
October 20 @ 4:00 p.m., Idaho Falls

*To have your graduations listed, please submit the dates in your monthly utilization survey which is due by the 10th of each month.*