

EXECUTIVE COMMITTEE MEETING MINUTES

September 14, 2016

Attendees: Judges Mahon, Magistrali, Wright, Streit-Kefalas, Lomme, Randich, Calabrese, Forgione, Schad, Becker, Brandt, Keeney, Probate Court Administrator Knierim and Attorney Gaffey.

1. **Call to Order:** The meeting was called to order at 9:50 a.m.
2. **Approval of the Minutes:**
Minutes from August 10, 2016 meeting approved.
3. **Correspondence:** None.
4. **Treasurer's Report:**
2015-2016 Revised Budget report –There was a budget surplus of \$24,141.21 for the fiscal year.
Motion to approve, approved.
5. **Committee Reports:**
 - Continuing Education – Judge Becker
The next seminar is scheduled for September 20, 2016 and will cover children's matters. There is an assembly meeting scheduled for November 29, 2016 and will cover a variety of topics, including commitments for drug/alcohol addicted, bonds, guardians of estate and probable cause. The Committee plans to offer an ethics component to next year's continuing ed programs to assist judges in meeting the mandatory CLE requirements. Starting on January 1, 2017, each judge's hours will be documented and a report sent to the judge at the end of the year.
The Committee proposes to have PCA track the judges CLE hours on the probate intranet, which would make the hours semi-public, with an opt out provision. The Executive Committee supports the proposal.
 - Ethics – Judge Magistrali
No report.
 - Legislative – Judge Mahon
No report.
 - Nominating – Judge Marino
No report.
 - Planning – Judge Brandt
No report.
 - Procedures Review – Judge Berkenstock is the new chair. No report.
 - Public Information – Judge Purnell
No report.

Ad Hoc Committees:

Conservatorship Guidelines – Judge DeGennaro

No report.

There are currently 10 contract conservators. These contractors must accept a case if they have not reached their contract maximum and if it is in a district they have accepted. They can accept appointments from other districts but are not required.

Court Security – Judge DePanfilis

No report.

Floating Clerks – Judge Berkenstock

No report.

Hospitality – Judge Yamin

No report.

Judicial Selection Working Group – Judge Elkin

No report.

6. Comments of the Probate Court Administrator – Judge Knierim

The Rules Committee has finished their proposed changes and a copy was sent to all judges last week.

PCA continues to work on cost saving initiatives. First, the online billing system for conservators and attorneys is moving forward, with the pilot courts starting in January and a plan to roll out the entire system in April.

Second, PCA is working with OPM on conservator cost recovery ideas.

Amy Benjamin, the former Chief Clerk for the Children's Courts, has been promoted to Manager of Support and Training. She will be working state wide to assist courts with efficiency, best practices and various other areas.

7. Comments of the President-Judge – Judge Mahon

Judge Mahon noted that the year is off to a good start.

8. Other Business to come before the Executive Committee

Question raised over current revenue levels, Judge Knierim indicated that revenues are strong so far this year.

Discussion over current revenue and the revenue forecast for next year.

Judge Knierim anticipates requesting \$7 million to fund the courts for the next fiscal year.

9. Adjournment:

A motion to adjourn was made.

Meeting adjourned at 10:20 a.m.

Respectfully submitted,

Hon. Leah Schad
Recording Secretary