<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Court/County</th>
<th>Term Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair of Conference of Circuit Judges</td>
<td>Hon. Keith A. Baynes</td>
<td>Howard County</td>
<td>January 1, 2021 – December 31, 2022</td>
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<tr>
<td>Administrative Clerk</td>
<td>Markisha Gross</td>
<td>Calvert County</td>
<td>January 1, 2021 – December 31, 2022</td>
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<tr>
<td>Vice-Chair of Conference of Circuit Court Administrators</td>
<td>Kristin Grossnickle</td>
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<tr>
<td>State Court Administrator</td>
<td>Pamela Harris</td>
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<tr>
<td>Chair of Conference of Circuit Court Clerks</td>
<td>Hon. John P. McKenna</td>
<td>Anne Arundel County</td>
<td>January 1, 2022 – December 31, 2023</td>
</tr>
<tr>
<td>Chief Judge</td>
<td>Hon. John P. Morrissey</td>
<td>District Court of Maryland</td>
<td>January 1, 2022 – December 31, 2023</td>
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<tr>
<td>Chair of Conference of Circuit Court Clerks</td>
<td>Hon. Bonnie G. Schneider</td>
<td>Cecil County</td>
<td>January 1, 2022 – December 31, 2023</td>
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<tr>
<td>Chair of Standing Committee on Rules of Practice and Procedure</td>
<td>Hon. Kathy P. Smith</td>
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<td>Administrative Clerk</td>
<td>Lara Stone</td>
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<tr>
<td>Chief Clerk</td>
<td>Hon. E. Greg Wells</td>
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<td>Chair</td>
<td>Hon. Alan Wilner</td>
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<tr>
<td>Conference of Circuit Court Administrators</td>
<td>Burgess Wood</td>
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<tr>
<td>Deputy State Court Administrator</td>
<td>Nancy Faulkner</td>
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</tbody>
</table>

* Denotes Executive Committee Member

Revised September 23, 2022
Judicial Council Committees
Click on a committee for additional information.

- Alternative Dispute Resolution Committee
  Hon. John S. Nugent, Chair

- Court Access Committee
  Hon. Brett R. Wilson, Chair

- Court Operations Committee
  Hon. Glenn L. Klavans, Chair

- Court Technology Committee
  Hon. Fred S. Hecker, Chair

- District Court Chief Judge’s Committee
  Hon. John P. Morrissey, Chair

- Domestic Law Committee
  Hon. Cathy H. Serrette, Chair

- Education Committee
  Hon. Laura S. Ripken, Chair

- Committee on Equal Justice
  Hon. E. Greg Wells, Chair

- Juvenile Law Committee
  Hon. Michael J. Stamm, Chair

- Legislative Committee
  Hon. Stacy A. Mayer, Chair

- Major Projects Committee
  Hon. John P. Morrissey and Pamela Harris, Co-Chairs

- Senior Judges Committee
  Hon. James A. Kenney III, Chair

- Specialty Courts and Dockets Committee
  Hon. Kimberly M. Davis, Chair
ADR Committee
John S. Nugent, Chair
January 1, 2022 – December 31, 2023

ADR in the Maryland Rules Subcommittee
Hon. John S. Nugent, Chair
January 1, 2022 – December 31, 2023

District Court Alternative Dispute Resolution Subcommittee
Hon. Wayne A. Brooks, Chair
January 1, 2021 – December 31, 2022

Work Group on Mediation Quality Assurance Programs and Practitioners
STAFF: MAUREEN DENIHAN, CYNTHIA JURRIUS, AND ANNAMARIA WALSH

NATURE AND PURPOSE
The Alternative Dispute Resolution Committee will promote the use of appropriate dispute resolution processes throughout the courts. It will provide an avenue for courts to vet changes to their alternative dispute resolution rules and standards of conduct.

WORK PRODUCT
The Committee will review and make recommendations to alternative dispute resolution rules. It will monitor pending legislation that potentially could impact alternative dispute resolution programs and services. The Committee will respond to legislative inquiries in coordination with the Office of Government Relations. It will oversee the development and implementation of alternative dispute resolution programs and processes in the courts. The Committee also will oversee revisions to the standards of conduct for mediators, as well as other publications that govern alternative dispute resolution in the courts. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
**STAFF:** SHANNON BAKER AND MAUREEN DENIHAN

**NATURE AND PURPOSE**
The District Court ADR Subcommittee assists and advises the Chief Judge of the District Court and the ADR Committee with respect to the District Court ADR Department and its programs and serves as a District Court liaison to the broader ADR community.

**WORK PRODUCT**
Continued assistance by the ADR Committee and the District Court Subcommittee to the Chief Judge of the District Court and the District Court ADR Department and its programs and serve as a District Court liaison to the broader ADR community.

**DURATION**
Indefinite
**STAFF: ANDREW FONTANELLA AND CHRISTINE USLIN**

**PURPOSE**
At all levels of the Judiciary, alternative dispute resolution (ADR) is used to assist courts in disposing of cases, helping parties reach mutually acceptable agreements, limiting trial or appellate issues in complex cases, accessing resources used in the courts, or any combination thereof. Over the course of time, the ADR field has matured, as have court ADR programs. The ADR Committee has an interest in ensuring the Rules and the intentions of the court programs are aligned to promote the best, most efficient and effective use possible of ADR options and procedures in the courts. The ADR Committee has made this a goal under the Judicial Council’s Strategic Plan Checklist. On February 27, 2019, the ADR Committee agreed to seek permission of the Judicial Council to form a Subcommittee to review and offer proposed revisions to the Maryland Rules as they relate to ADR.

**WORK PRODUCT**
The Subcommittee is tasked with reviewing the Maryland Rules as they relate to ADR, and proposing revisions as needed for consideration by the ADR Committee and, if appropriate, the Standing Committee on Rules of Practice and Procedure.

**EXPECTED DURATION**
March 31, 2023
**Purpose**

Currently, the District Court, circuit courts, and the Court of Special Appeals use mediation to assist parties in litigation reach mutually acceptable agreements. The Court of Appeals adopted a revised set of Standards of Conduct for Mediators to use when mediating in the courts. On February 27, 2019, the ADR Committee created a Work Group to review best practices for court-based ADR programs in Maryland, study the issue of assessing mediation quality, and make recommendations to the ADR Committee based on its work and study. The Work Group will be comprised of court administrators, ADR roster and program managers, and representatives from ADR practitioner organizations. The ADR Committee has made this a goal under the Judicial Council’s Strategic Plan Checklist.

**Work Product**

The Mediation Quality Assurance Work Group is tasked with making a recommendation to the ADR Committee on how to best implement an ADR quality assurance program for the courts.

**Expected Duration**

June 30, 2024
STAFF: BRADLEY TANNER AND PAMELA ORTIZ

NATURE AND PURPOSE
The Court Access and Community Relations Committee will address barriers to access to the courts and legal services in Maryland; strengthen public awareness of the Judiciary’s programs, projects, services and initiatives, and promote knowledge and understanding of the Judiciary.

WORK PRODUCT
The Court Access and Community Relations Committee will oversee the expansion of opportunities for greater access to the judicial system through increased funding, improved planning, and coordination in legal service delivery, expanded interpretation services, and reduced barriers to access. The Committee will ensure increased knowledge and understanding of the Judiciary through various means, such as publications, community/school partnerships, and speakers’ bureau engagements. The Committee will also strengthen the public’s trust and confidence in the Judiciary through initiatives that heighten public awareness, as well as transparency through means such as access to court records with improved court reporting policies and procedures. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite
STAFF: KSENIA BOITSOVA AND PAMELA ORTIZ

NATURE AND PURPOSE
The Accessibility & Accommodations Subcommittee will develop initiatives to enhance access to the courts and the justice system for persons with disabilities. The subcommittee will develop a proactive approach to creating a more accessible justice system by understanding the Judiciary's current ability to address the needs of persons with disabilities, and by developing best practices, serving as a resource to the Bench, and identifying and recommending standards for ensuring accessible facilities, procedures and resources.

The Subcommittee will identify existing facilities, resources and practices in the Maryland courts that impact the ability of persons with disabilities to interact with the courts; identify and support best practices in regards to: disability etiquette, jury service, facilities, websites, IT tools including e-filing and access to court records, technology to support persons with disabilities, and emergency preparedness for persons with disabilities; support the education of judges and court staff to ensure alignment within the Judiciary with the policies and priorities established for serving persons with disabilities; and support the efforts of the Office of Fair Practices and Judiciary ADA coordinators in responding to requests for accommodations.

WORK PRODUCT
- Best practice documents
- Web-accessibility standards
- Assisted technology resources
- IT accessibility standards

DURATION
Indefinite
**Staff:** Ksenia Boitsova and Pamela Ortiz

**Nature and Purpose**

The Language Access Subcommittee will develop initiatives to enhance access to the courts and the justice system for persons who face language and cultural barriers to meaningful opportunities for accessing the court and for meaningful participation in court proceedings. This Subcommittee will collaborate with the Court Interpreter Program and the Access to Justice Department in the examination of issues and development of initiatives related to language access; develop resources to aid persons with Limited English Proficiency (LEP) or from different cultural backgrounds, to aid them in understanding and navigating Maryland courts; evaluate the effectiveness of the Judiciary’s language access initiatives; work to enhance the resources necessary to ensure our courts can meet the language access needs of all Marylanders who use the courts; evaluate educational and other resources of the Judiciary to ensure that officials and employees of the Judiciary have the opportunity to become more culturally competent; work to enhance educational and other resources to ensure that officials and employees of the Judiciary can identify and most appropriately respond to cultural barriers to meaningful access and participation in court proceedings; and develop and implement strategies for engagement of State, local and specialty bar associations in identification of the needs of LEPs and those for whom cultural barriers exist, making resources available to those populations to aid in their meaningful access to and participation in court proceedings and educating the Judiciary, Bar and those populations.

**Work Product**

It is anticipated that the Subcommittee will produce guidelines for language access and the Court Interpreter Program; translated materials; print, digital and multimedia tools for persons with LEP; information about the Judiciary for persons from various cultures; and evaluations of language access and cultural barrier removal initiatives.

**Duration**

Indefinite.
Staff: Pamela Ortiz, Matt Smith, and Lonni Summers

Nature and Purpose
The Self-Represented Litigant Subcommittee will identify and recommend implementation of changes to ensure that Maryland courts are accessible for use by self-represented litigants and to ensure that low-income and vulnerable persons are knowledgeable of resources for representation by counsel. This Subcommittee will: collaborate with the Access to Justice Department in the examination of issues and the development of initiatives to ensure a comprehensive strategy for ensuring our courts are accessible to all, regardless of representational status; oversee the development of written and multimedia resources to address the needs of persons without counsel; develop standards for oversight and guidance to the Judiciary’s network of self-help centers, and for the expansion of those resources as appropriate; guide the development and maintenance of forms designed for use by the self-represented; maintain and build relationships with State, local and specialty bar associations, along with other key justice partners to help support access to legal help for low-income and vulnerable Marylanders; support the Judiciary’s efforts to enhance pro bono practice by coordinating with the Standing Committee on Pro Bono Legal Service, and identifying and supporting appropriate legal services innovations that enhance access to the courts; work to enhance the resources necessary to aid the courts in their efforts to remain accessible to persons without counsel and those of limited means; explore and create collaborative programs with State, local and specialty bar associations and community organizations to educate the public on legal representation resources available for low-income and vulnerable persons; survey and evaluate the extent to which persons who are incarcerated or for whom actual physical appearance in court would pose a hardship are able to participate in proceedings by alternative means and make appropriate recommendations on the basis of the evaluation; and review special challenges related to accessing certain Court records by self-represented litigants and communication to self-represented litigants standards that are understood by attorneys.

Work Product
It is anticipated the Subcommittee will produce: a comprehensive strategy for responding to self-represented litigants; print, digital and multimedia tools to aid the self-represented; resources to aid courts in serving the self-represented; a statewide network of self-help centers; guidelines for the creation, review and regular updating of forms that are available for self-represented litigants; surveys and other evaluation tools.

Duration
Indefinite
NATURE AND PURPOSE
The Court Access & Community Relations Committee workgroup provides guidance and support to the Judiciary in developing guidelines and training for readers and visual interpreters assigned to assist persons with disabilities in participating in the court process or court services.

The Workgroup will:
- Recommend policies for the use of court staff as readers or visual interpreters.
- Develop guidelines for persons serving as a reader or visual interpreter.
- Develop training for readers and visual interpreters.

ANTICIPATED WORK PRODUCT
- Recommended policies
- Guidelines for readers and visual interpreters
- Training materials for readers and visual interpreters
- Training curriculum for readers and visual interpreters

DURATION
June 1, 2021 – December 31, 2022
STAFF: JAMIE WALTER AND DOMINIQUE JOHNIGAN

NATURE AND PURPOSE
The Court Operations Committee will address matters related to the efficient operations of the courts and assist in the development of consistent statewide operations policies and best practices.

WORK PRODUCT
The Committee’s activities will encompass a wide variety of operations within the court system, utilizing a number of focused subcommittees and, as necessary, workgroups. The Committee will oversee and approve the work of the subcommittees and workgroups. Various workgroups will meet on an ad hoc basis and report directly to the Committee. The workgroups will address such issues as: grants, expungements, court reporters, record retention and other issues deemed appropriate. The Committee, its subcommittees and workgroups will collaborate with other Judicial Council committees as necessary. One of the Committee’s goals is to establish better communication between the different levels of the court system to achieve an enhanced coordination of policies and procedures within the judiciary.

DURATION
Indefinite
STAFF: JUSTIN BERNSTEIN, LINDA FALLOWFIELD, AND DOMINIQUE JOHNIGAN

NATURE AND PURPOSE
This subcommittee will review and offer recommendations to the Committee and others deemed necessary and appropriate regarding issues arising from the implementation of Differentiated Case Management (DCM), including what events effect case time standards. The subcommittee will review and examine proposed changes to the trial and appellate courts’ case time standards, as identified by individual courts and/or jurisdictions or on the subcommittee’s own initiative. The subcommittee will forward recommendations for change to the appellate and trial courts’ case time standards to the Judicial Council for further consideration. The subcommittee also will review the extent to which specialty courts and/or dockets impact the ability to achieve established case time standards. The subcommittee may offer recommendations regarding compliance with DCM policies, soliciting input from court administrators and other pertinent court staff. The subcommittee will develop best practices in case management for distribution to the courts.

WORK PRODUCT
The subcommittee will recommend guidelines for monitoring compliance with DCM across the various levels of the Judiciary. The subcommittee will monitor the performance of the trial and appellate courts against applicable case time standards. The subcommittee will review how to optimize utilization of the various case management systems to obtain reports and other tools that will assist judges, magistrates and other court staff to manage cases effectively. The subcommittee will develop best practices in case management.

DURATION
Indefinite.
**CONSULTANT:** Stephane J. Latour

**STAFF:** Polly Harding

**NATURE AND PURPOSE**
The subcommittee will be tasked with reviewing and, if necessary, offering suggestions for modifying the various forms used in the District and Circuit Courts, as well as those created and modified by the various Judicial Council committees. It is hoped that the subcommittee will eliminate any inconsistencies between forms in the trial courts and promote standardization, where possible, throughout the jurisdictions. The subcommittee will collaborate with the Court Access and Community Relations Committee to evaluate the usefulness of certain forms being written in a language other than English (e.g., domestic violence forms). The subcommittee may also examine how frequently the public uses the online forms and, if necessary, review and suggest changes to the online instructions.

**WORK PRODUCT**
It is anticipated that the subcommittee will review modifications to existing and newly proposed forms, including electronic forms. As necessary, the subcommittee will recommend new forms to improve operational efficiencies within the courts. The subcommittee will examine the current Forms Index available to court personnel and the public. The subcommittee may also wish to work with the appropriate Judicial Council committee to develop uniform standards and policies with regard to certain forms, such as the waiver of pre-payment of filing fees, emergency custody pleadings forms, domestic violence/peace order forms and the judges’ worksheets.

**DURATION**
Indefinite.
STAFF: REBECCA Riemer

NATURE AND PURPOSE
This subcommittee will focus on examining the policies and procedures used in the various circuit courts. Among other things, it will explore the feasibility of developing a jury manual for use state-wide, focusing on best practices from judges and jury commissioners from each circuit. The subcommittee will also examine such topics as: juror seating during voir dire (practices vary widely), the “generous juror program,” the feasibility of on-line juror qualifications in each county, and courtroom access for disabled jurors.

WORK PRODUCT
A comprehensive juror manual to ensure uniformity throughout the State will be developed. The goal is an e-book that is easily accessible to judges, court personnel, and the public. The subcommittee might consider updating the on-line juror orientation videos, the grand jury handbook, and jury brochures. The subcommittee may be called on to make specific recommendations to the Judicial Council about the best use of judicial and financial resources.

DURATION
Indefinite.
STAFF: Polly Harding

NATURE AND PURPOSE
In addition to the Forms Subcommittee members, there are ongoing referrals made to Subject Matter Expert Workgroups for the creation of new forms, the review of drafts, and for distribution of drafts to other interested parties. Referrals are made prior to the Forms Subcommittee final review and approval of Judiciary forms.

WORK PRODUCT
Responsible for the and review of circuit court and joint District and Circuit Court forms.

EXPECTED DURATION
Yearly, as needed.
**Civil Forms Workgroup**

**Hon. L. Robert Cooper, Chair**

**STAFF:** Polly Harding

**Nature and Purpose**
Responsible for the creation and/or review of District Court and joint civil forms. Refers drafts to other subject matter experts, compiles responses, and submits recommendations to the Forms Subcommittee.

**Work Product**
Responsible for the creation and review of District Court and joint civil forms.

**Expected Duration**
Yearly, as needed.
STAFF: POLLY HARDING

NATURE AND PURPOSE
Responsible for the creation and/or review of District Court and joint criminal forms. Refers drafts to other subject matter experts, compiles responses, and submits recommendations to the Forms Subcommittee.

Work Product
Responsible for the creation and review of circuit court and joint criminal forms.

EXPECTED DURATION
Yearly, as needed.
**Staff:** Brittany Clark and Bradley Powers

**Nature and Purpose:**
The workgroup supports continued monitoring and analysis of case processing, workload, case management, and court operations in preparation for and following Odyssey implementation. The workgroup will develop a statistical reporting guide that assists courts in their efforts to monitor case processing, workload, case management, and court performance.

**Expected Duration:**
October 31, 2022
**Staff: Dominique Johnigan and Mary Rauck**

**Nature and Purpose**
This workgroup will review current policies, as well as legislative and rules changes regarding expungements and continue to make recommendations to the Committee regarding future policies. It might be advisable for this workgroup to work with State’s Attorney’s Offices and Court Clerk’s Offices throughout the State to establish consistent expungement policies.

**Work Product**
It is anticipated that this workgroup will develop a set of guidelines to establish a uniform expungement policy and occasionally review the courts’ compliance with the same. The workgroup will update the Expungement manual as needed.

**Expected Duration**
Yearly, as needed if there are statutory or rules changes.
**STAFF:** POLLY HARDING

**NATURE AND PURPOSE**
Responsible to review paper, online, and MDEC forms for currency and consistency. Compares forms and dockets to verify forms are current versions and revisions have been made correctly in all formats.

**WORK PRODUCT**
Responsible to review paper, online, and MDEC forms for currency and consistency.

**EXPECTED DURATION**
Yearly, as needed.
**STAFF:** JUSTIN BERNSTEIN AND COLLEEN HORVATH

**NATURE AND PURPOSE:**
To create an updated video to accompany the Grand Jury brochure explaining Grand Jury Service to potential grand jurors.

**ANTICIPATED WORK PRODUCT:**
Replace current video with updated video for grand jury orientation and for posting on the website.

**EXPECTED DURATION:**
Workgroup will resume Winter 2022
**NATURE AND PURPOSE:**
The Guide & File Workgroup of the Judiciary’s Forms Subcommittee will develop and maintain procedures and standards for the creation of guided interviews using Tyler’s Guide & File software. Interviews will be created to ask users a series of questions to assist with completing and filing court forms. Useful resources and related forms to the specific legal process will be available in the interview.

**WORK PRODUCT:**
- Creation of guided interviews for commonly used court forms
- Creation of project standards, prototypes, and processes
- Identify priority of interviews to be created and the related forms necessary to complete a legal process
- Establish an internal review process for accuracy, legal sufficiency, useful informational content, clear and concise language
- Establish a testing process for correct logic, navigation, accessibility, calculations, and a properly completed form
- Monitor for efficiency and effectiveness
- Maintenance and revision of interviews due to changes in rules, statutes, and business processes

**EXPECTED DURATION:**
Yearly, as needed.
**STAFF:** AMBER HERRMANN

**NATURE AND PURPOSE:**
The Judiciary’s Forms Subcommittee Guide & File Review and Testing Workgroup will review and test the interviews created by the Guide & File Workgroup to determine:

- Does the interview result in a properly completed form?
- Do the questions appear to be clear, concise, and easy for layperson to understand?
- Are there any errors in logic that result in unintended loops, math errors, or other errors?

**EXPECTED DURATION:**
Ongoing.
**Staff:** Megan Morse

**Nature and Purpose**
A comprehensive review and rewrite of the CC-DC-CR-072BR Expungement Brochure.

**Work Product**
This workgroup will create an updated Expungement Brochure.

**Expected Duration**
July 2022
**Staff:** Justin Bernstein

**Nature and Purpose**
This workgroup provides commentary, input, and testimony as needed to assist the Legislative Committee in its review of legislative initiatives in areas affecting the operations of the courts that are under the purview of the Court Operations Committee.

**Work Product**
This workgroup will provide input to the Legislative Committee concerning proposed legislation in the court operations arena. This group will also assist in providing testimony or commentary, upon request from the Legislative Committee, regarding the same.

**Expected Duration**
90 days (January – April), yearly
STAFF: BRADLEY POWERS AND SAI RAMARAJU

NATURE AND PURPOSE:

The Reserved Case Report Workgroup will review and make recommendations to improve procedures and standards for the completion of monthly Reserved Case Reports. The Workgroup will seek to leverage Odyssey reporting capabilities to enhance the accuracy and completeness of future Reserved Case Reports.

EXPECTED WORK PRODUCT:

Report providing recommendations on any potential improvements to existing Reserved Case Report instructions and how to most effectively leverage Odyssey case management system to enhance the accuracy and completeness of future Reserved Case Reports.

EXPECTED DURATION:

May 2022
**STAFF:** DOMINIQUE JOHNIGAN

**NATURE AND PURPOSE:**
The purpose of this workgroup will be to determine the need of court clerk support staff needed in the Maryland District Court.

**EXPECTED WORK PRODUCT:**
The objective is to measure the workload and staffing needs for each court to determine the necessary resources needed to address the workload demand across the state.

**EXPECTED DURATION:**
October 31, 2022.
**STAFF:** DOMINIQUE JOHIGNAN

**NATURE AND PURPOSE:**
The purpose of this workgroup will be to determine the need of court clerk support staff needed in the Circuit Courts.

**EXPECTED WORK PRODUCT:**
The objective is to measure the workload and staffing needs for each court to determine the necessary resources needed to address the workload demand across the state.

**EXPECTED DURATION:**
October 31, 2022.
**STAFF:** ELIANA PANGELINAN AND BRADLEY POWERS

**NATURE AND PURPOSE:**
The mission will be to develop a guide that would standardize the ways in which senior judges are weaved into the everyday activities of the courts. The topics of discussion will be:

1. Dissemination of advance docket information.
2. Assigning a specific courthouse contact for senior judges.
3. Law clerk and clerical support.
4. Technology concerns.
5. What court matters are best suited for senior judges.

**EXPECTED WORK PRODUCT:**
Best Practice Manual for Senior Judge Use

**EXPECTED DURATION:**
Summer 2023
STAFF: ROBERT BRUCHALSKI

NATURE AND PURPOSE
The Court Technology Committee will ensure the technology operations of the Judiciary are efficient and effective. It will provide advice and guidance regarding the implementation of technology and its effect on judicial operations/functions.

WORK PRODUCT
The Committee will solicit advice from the technology experts within the Judiciary regarding all major information technology projects. It will direct the evaluation of major information technology projects. The Committee will make recommendations regarding technology and assist in setting priorities. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
STAFF: MARY HUTCHINS AND KAREN LISTA

NATURE AND PURPOSE
This subcommittee would initially consider all issues relating to CaseSearch and data requests. Any issues that cannot be resolved based on established precedent would be referred to the full committee with a recommendation and reasons therefore. If the full committee is not able to resolve the issue based on established precedent, the matter would, in like manner, be referred to the Chair of the Judicial Council for further instruction. The referral would include the committee’s findings and recommendations.

WORK PRODUCT
The work product is anticipated to be the resolution of the majority of case search issues and data requests. Additionally, the Subcommittee will recommend to the full committee guidelines for addressing inquiries.

DURATION
Indefinite.
STAFF: NATHAN SMITH

NATURE AND PURPOSE
The Non-case Record technology Subcommittee will convene as necessary and will make findings and recommendation regarding the use of technology to preserve and maintain the non-case record of the Judicial Branch that are not managed as part of another case management system.

WORK PRODUCT
One key objective of the subcommittee is the unification and standardization of non-case record technology.

DURATION
Indefinite
STAFF: JASON THOMAS

NATURE AND PURPOSE
The Audio Live-Streaming Workgroup will make recommendations concerning the use of audio live-streaming in court proceedings. The workgroup’s focus will be on the impact of audio live-streaming on privacy and confidentiality, and more specifically, in the arena of mental health, drug treatment, and other problem solving courts.

DURATION
December 31, 2021
STAFF: JASON THOMAS AND DAN SMITH

PURPOSE
Small group of select and volunteer jurists willing to test and provide feedback on e-warrant solutions and processes.

WORK PRODUCT
Guidelines and procedures for using eWarrant system.

DURATION
December 2021
**Staff: Jeff Huddleston**

**Nature and Purpose**
This workgroup provides commentary, input, and testimony as needed to assist the Legislative Committee in its review of legislative initiatives.

**Duration**
Ninety Days (January to April)
**NATURE AND PURPOSE**
Cross-organizational group consisting of variety of judges, clerks, and support staff members. Chaired by Judge Fred Hecker. The work group will identify, develop, publish and promote solutions and best practices to support hearings where one or more of the parties are not in the same location.

**WORK PRODUCT**
Reports, recommendations, educational materials, websites and other technical and business process solutions documentation to support and direct the process of holding a remote hearing.

**DURATION**
December 2021
**Staff:** Valerie Pompey

**Purpose**
This workgroup is a joint workgroup of the Major Projects Committee (MPC) and the Court Technology Committee (CTC). The objective is to make recommendations to the MPC and CTC regarding what types of civil cases would benefit from text message notifications and what the notification program(s) should look like.

**Work Product**
Recommendations to MPC and CTC on how to pursue civil case notifications.

**Duration**
December 2022
STAFF: VALERIE POMPEY

PURPOSE
This workgroup is a joint workgroup of the Major Projects Committee (MPC) and the Court Technology Committee (CTC). The March 2022 Report of the Joint Subcommittee on Post-COVID Judicial Operations recommended that a workgroup be formed to study the prospect of alternative work arrangements. The workgroup will:

1. Perform a study guided by the principles set forth in the Report of the Joint Subcommittee on Post-COVID Judicial Operations that will evaluate:
   - Job functions that are suitable for telework, including but not limited to: judges, magistrates, law clerks, judicial assistants, clerks, IT, staff, AOC and District Court Headquarters staff, and supervisors/managers.
   - Whether certain job functions can be performed during non-standard hours.
   - Whether administrative heads should have the authority to implement other forms of alternative work arrangements.
   - Methods that should be employed to ensure the productivity of employees while teleworking.

2. Review current Maryland Judiciary data on telework, including: data from JIS’ evaluation of telework monitoring software; results of telework surveys; and information from Human Resources and Payroll regarding the extent of current employee telework.

3. Utilize available data regarding productivity of teleworkers in multiple fields and positions, alternative work arrangements in other court systems, and best practices for telework policies.

WORK PRODUCT
A report in compliance with the Report of the Joint Subcommittee on Post-COVID Judicial Operations. The report will provide recommendations on the feasibility of alternative work arrangements and include guidance on ensuring consistent and equitable supervision of employees and ensuring productivity of employees utilizing alternative work arrangements.

DURATION
September 19, 2022 – January 20, 2023
STAFF: JENNY HENDERSON

NATURE AND PURPOSE
The District Court’s Chief Judge’s Committee will advise the Chief Judge of the Court of Appeals on the operation of the Court in all its locations and aid the Chief Judge of the District Court in the administration, operation, and maintenance of the Court statewide.

WORK PRODUCT
The Committee will meet quarterly to advise the Chief Judge on issues regarding administration, operation, and maintenance of the Court statewide. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
**STAFF:** MARCELLA REEVES

**NATURE AND PURPOSE**
This subcommittee assists and advises the Chief Judge with respect to clerk operations of the Court in all its locations and aids the Chief Clerk in the administration, operation and maintenance of the Court statewide.

**SCOPE OF ACTIVITY**
The Committee will meet quarterly to advise the Chief Judge and Chief Clerk on issues regarding clerk operations and the administration, operation, and maintenance of the Court statewide.

**WORK PRODUCT**
The District Court’s Chief’s Clerk’s Subcommittee is the primary vehicle used by the Chief Clerk for administration of the 12 Judicial Districts that comprise the District Court. The agenda for each meeting is derived collaboratively from issues raised by judges and clerks with respect to the effective operation of the District Court. The work product varies but the primary purpose is to advise Chief Judge and Chief Clerk on policy and administration issues.

**DURATION**
Indefinite
STAFF: JENNY HENDERSON

NATURE AND PURPOSE
The Administrative Services Department of the District Court is charged with the responsibility of creating or modifying civil and domestic forms as the result of new or amended legislation. Some of the work product of this Department is ministerial in nature and can be quickly approved by the Chief Judge of the District Court without further review. Other legislative changes can be very complex. It is helpful for the Chief Judge of the District Court to call upon members of the District Court to work in collaboration with the Administrative Services Department on form review, modification and creation. This workgroup, at the request of the Chief Judge of the District Court, reviews rules, statutes, forms, and procedures relating to civil and domestic cases within the District Court. The duration is indefinite.

WORK PRODUCT
The Workgroup conducts all review via email. Upon the request of the Chief Judge of the District Court, the Workgroup will be called upon to review and make suggestions to the Chief Judge with respect to new or revised civil and domestic forms of the District Court.

DURATION
Indefinite
The Administrative Services Department of the District Court is charged with the responsibility of creating or modifying criminal forms as the result of new or amended legislation. Some of the work product of this Department is ministerial in nature and can be quickly approved by the Chief Judge of the District Court without further review. Other legislative changes can be very complex. It is helpful for the Chief Judge of the District Court to call upon members of the District Court to work in collaboration with the Administrative Services Department on form review, modification and creation. This workgroup, at the request of the Chief Judge of the District Court, reviews rules, statutes, forms, and procedures relating to criminal cases within the District Court. The duration is indefinite.

The Workgroup conducts all reviews via email. Upon the request of the Chief Judge of the District Court, the Workgroup will be called upon to review and make suggestions to the Chief Judge with respect to new or revised criminal forms of the District Court.

Indefinite
Domestic Law Committee
Hon. Cathy H. Serrette, Chair
January 1, 2021 – December 31, 2022

Domestic Violence and Peace Order Subcommittee
Hon. Ada Clark-Edwards, Chair
January 1, 2021 – December 31, 2022

2022 Family Law Bench Book Workgroup
Hon. Fred S. Hecker, Chair

Child Support Workgroup
Hon. Julia Weatherly, Chair

Court Process Workgroup
Hon. Richard Sandy, Chair

Custody Evaluator Training & Standards Workgroup
Hon. Deborah S. Eyler, Chair

Domestic Forms Workgroup
Hon. Mary M. Kramer, Chair

Family Mediation and Abuse Screening Workgroup
Hon. Ruth A. Jakubowski

Form Revision-Email Address Workgroup
Hon. Margaret Kent, Chair

Guardianship and Vulnerable Adults Workgroup
Hon. Karen Murphy Jensen, Chair

Legislative Workgroup
Hon. Cynthia Callahan, Chair

LGBTQ+ Family Law Workgroup
Hon. Michael DiPietro, Chair

Peace Order-Filing on Behalf of Minor Work Group
Hon. Catherine Chen, Chair

Special Status Workgroup
Hon. James H. Green, Co-Chair
Hon. Cathy H. Serrette, Co-Chair
STAFF: RICHARD ABBOTT, ESQ. AND NISA C. SUBASINGHE, ESQ.

NATURE AND PURPOSE
The Domestic Law Committee will provide guidance and direction regarding policies, rules, and legislation surrounding family domestic law, including domestic violence. The Committee will recommend policies, rules, and legislation that improve the effective administration of domestic law.

WORK PRODUCT
The Committee will review all policies, rules and legislation regarding family domestic matters to include areas such as adult guardianship, domestic violence, custody, and child support. It will make recommendations regarding the same. The Committee will review systemic issues regarding domestic law and make recommendations for improvement. It also will collaborate with justice partners to ensure a holistic approach to the development, implementation and evaluation of initiatives involving domestic matters. The Committee will oversee the review and update of the Domestic Violence Manual and other Judiciary publications and forms related to domestic law. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
CONSULTANTS: ROSE DAY, MARKISHA GROSS, TIMOTHY HAVEN, AND ROBERTA WARNKEN

STAFF: DAVID R. SHULTIE

Nature and Purpose
The Domestic Violence and Peace Order Subcommittee will provide guidance and direction regarding policies, rules, and legislation that relate to domestic violence and peace orders. The Subcommittee will recommend policies, rules, and legislation that improve the effective management of domestic violence and peace order proceedings. The Subcommittee will also review and update the Domestic Violence Manual, together with the Domestic Violence and Peace Order forms in use in the Circuit and District Courts.

Work Product
This subcommittee will prepare an annual update to the Domestic Violence Manual, and update on line Judiciary forms for Peace Order and Domestic Violence cases to ensure compliance with periodic statutory revisions. The Subcommittee also will assist in preparing trainings, in addition to those offered through the Judicial College, for commissioners and other court staff on issues related to domestic violence. The Subcommittee will screen and comment on legislative initiatives referred to the Domestic Law Committee that relate specifically to domestic violence and peace order matters.

Duration
Indefinite
**Staff:** Nisa C. Subasinghe

**Nature and Purpose**
This workgroup will update the Maryland Trial Judge Family Law Bench Book on legislative, caselaw, and practice changes.

**Anticipated Work Product**
This workgroup will make regular updates to the Maryland Trial Judge Family Law Bench Book on legislative, caselaw, and practice changes.

**Expected Duration**
November 2022
CONSULTANT: Kevin P. Guistwite, Department of Human Services, Child Support Administration

STAFF: RICHARD P. ABBOTT AND SARAH R. KAPLAN

NATURE AND PURPOSE
This workgroup will identify issues concerning child support law, policy, and court practices that require attention and response by the Domestic Law Committee and Judiciary. In its work, the work group will be attentive to the possible disparate impact that child support practices and laws can have on people across the State.

ANTICIPATED WORK PRODUCT
The workgroup will submit a report on its activities and recommendations to the Domestic Law Committee, including any recommended changes to the work group itself.

EXPECTED DURATION
May 2023
**Staff:** Nisa C. Subasinghe, Esq.

**Nature and Purpose**
This workgroup will explore how states employ parenting plans and address expedited hearings, both emergency and non-emergency.

**Work Product**
The workgroup will work to implement the recommendations for a parenting plan process.

**Expected Duration**
December 2022
STAFF: NISA SUBASINGHE

NATURE AND PURPOSE
The workgroup will review the custody evaluation rule (Md. Rule 9-205.3) to ensure the rule provides sufficient guidance to custody evaluators for legally, effectively and ethically conducting custody evaluations. The workgroup will review model standards and guidelines developed by national organizations for conducting custody evaluations and determine whether the Maryland Judiciary should adopt any standard guidelines or best practices for conducting court-ordered custody evaluations. The workgroup will determine whether it will be necessary to provide any training to custody evaluators and judicial officers on the best practices and/or standard guidelines.

ANTICIPATED WORK PRODUCT
The workgroup will issue a report on the best practices and, if necessary, standard guidelines for court-ordered custody evaluations. If necessary, make recommendations for any rule changes. Assist in the development and provision of any necessary trainings and/or training materials related to the best practices and/or standard guidelines for conducting custody evaluations.

EXPECTED DURATION
December 2022
**Staff:** Nisa C. Subasinghe

**Nature and Purpose**
The workgroup will review and revise domestic relations court forms to ensure legal sufficiency, consistency, and clarity.

**Work Product**
The workgroup will overhaul the existing domestic forms (divorce, custody/visitation, child support, alimony, name change, etc.) and develop new forms as needed.

**Expected Duration**
December 2022
STAFF: DAVID SHULTIE

NATURE AND PURPOSE:
The workgroup will review the Mediation of Child Custody and Visitation Disputes rule (Md. Rule 9-205) to ensure it sufficiently guides courts in (1) screening custody and visitation cases for abuse of a party or child; and (2) referring appropriate cases for mediation. The workgroup will review nationally recognized best practices and protocols for properly screening cases for abuse and for determining which cases are appropriate for mediation. The workgroup will analyze the various screening tools developed by national organizations to screen parties for abuse in potential mediation cases and determine whether one of those tools, or possibly a customized tool, should be recommended for Statewide use. The workgroup will determine whether it will be necessary to provide any training to mediators, judicial officers, and court staff on screening and recognizing abuse in custody and visitation cases, both before referral to mediation and throughout the mediation process.

WORK PRODUCT:
The workgroup will issue a report on the best practices and, if necessary, standard protocol for screening and referring custody and visitation cases for mediation. The recommendations may include a recommended screening tool and the policies for its application. If necessary, the workgroup will make recommendations for any rule changes. Finally, the workgroup will assist in the development and provision of any necessary trainings and/or training materials related to the best practices and/or standard protocol for screening and referring custody and visitation cases for mediation.

EXPECTED DURATION:
December 2022
STAFF: DAVID SHULTIE

NATURE AND PURPOSE:
The workgroup will review the protective order and peace order forms to determine where it is appropriate to add email address fields. Members will also examine whether there is a legal basis to shield a petitioner’s email address when there are safety concerns.

WORK PRODUCT:
The workgroup will recommend form, and if necessary, rule changes.

EXPECTED DURATION:
September 2022
Guardianship and Vulnerable Adults Workgroup
Hon. Karen Murphy Jensen, Chair

STAFF: Nisa C. Subasinghe

Nature and Purpose
This workgroup has been tasked with implementing best practices in guardianship matters to ensure the safety and well-being of those subject to guardianship and the effective management and accounting for guardianship assets. It will also address emerging issues that impact persons under guardianship and other vulnerable adults.

Work Product
This workgroup will implement its 25 recommendations for improving guardianship court practices across the state and promote best practices in the monitoring of guardianships. This workgroup will also address other issues (civil and criminal) that affect vulnerable adults.

Expected Duration
December 2023
STAFF: DAVID R SHULTIE AND NISA C. SUBASINGHE

NATURE AND PURPOSE
This workgroup provides commentary, input, and testimony as needed to assist the Legislative Committee in its review of legislative initiatives in the domestic law arena.

WORK PRODUCT
This workgroup will provide input to the Legislative Committee concerning proposed legislation in the domestic law arena. This group will also assist in providing testimony or commentary, upon request from the Legislative Committee, for legislative matters in the domestic law area.

EXPECTED DURATION
This workgroup will meet throughout the legislative session, subject to extension if there are study groups or commissions that require legislative input outside the legislative session. This workgroup will likely be re-formed in December each year, in anticipation of the legislative session.
**STAFF:** NISA C. SUBASINGHE

**NATURE AND PURPOSE**
The workgroup will examine how circuit courts handle issues affecting the LGBTQ+ community.

**Anticipated Work Product**
The workgroup will review name change, gender change, adoption, and other court processes and make recommendations to ensure these processes are handled fairly and efficiently.

**Expected Duration**
December 2022
**Staff:** Dave Shultie

**Nature and Purpose**
The work group will examine the need for legislation to permit an adult to file a peace order on behalf of a minor.

**Anticipated Work Product**
The workgroup will make a recommendation regarding the need for legislation. If it determines there is one, members will draft a proposal.

**Expected Duration**
September 2022
STAFF: DAVID R. SHULTIE AND NISA SUBASINGHE

NATURE AND PURPOSE
The workgroup will develop guidance for the Judiciary on U-Visa certifications, Special Immigrant Juvenile Status (SIJS) cases, and other matters involving foreign-born litigants.

WORK PRODUCT
The workgroup will develop recommendations on best practices and, if necessary, assist in the development of proposal for rule changes, training programs, and resources.

EXPECTED DURATION
DECEMBER 2022
STAFF: SHAMIKA DENT-WILLIAMS

NATURE AND PURPOSE
The Education Committee guides, promotes, and encourages the education, training, and professional development of all Judiciary judges and employees. The Committee’s goal is a quality workforce that is well prepared to assist the public in every capacity. The Education Committee oversees continuing legal education for the Judiciary, including all judges, family magistrates, Orphans' Court judges, and judicial officers. The Committee will ensure ample training opportunities for professional staff development and encourage participation, support the mission of the Maryland Professionalism Center, and report on its initiatives and other activities, at least annually, to the Judicial Council.

WORK PRODUCT
The committee will work with other committees, departments, and justice partners to coordinate and communicate training opportunities to all. It will seek new technologies and innovative delivery methods. It will facilitate mentoring and peer support relationships throughout the Judiciary.

DURATION
Indefinite; meeting quarterly.
STAFF: RAUL GALINDO AND TERRY YOUNGBAR

NATURE AND PURPOSE
This Subcommittee (the CEC) provides education oversight and courses and provides advice to the 260+ District Court Commissioners working throughout the State of Maryland.

WORK PRODUCT
Commissioner Academy program and courses, Annual Commissioner Conference, Proficiency-Based education.

DURATION
Indefinite
**STAFF:** PETER SAQUELLA

**NATURE AND PURPOSE**
The Judges’ Education Subcommittee oversees the development of in-house judicial education and training to over 500 judges and magistrates annually, including all of Maryland’s District Court, Circuit Court, Appellate Court and Orphans’ Court judges, as well as retired recalled judges and magistrates. The Subcommittee is also responsible for all of the educational programming for the Annual Maryland Judicial Conference.

**WORK PRODUCT**
The Subcommittee assists in developing a comprehensive and innovative curriculum each year to enhance the ability of Maryland’s judges and magistrates to hear the cases that come before them, culminating in 40-45 in-person courses and special trainings, including the 6 day residential New Trial Judge Orientation (NTJO) program and the 2 day NTJO Refresher.

**DURATION**
Indefinite
### Magistrate Education Subcommittee

Magistrate Julie Minner, Chair  
January 1, 2022 – December 31, 2023

<table>
<thead>
<tr>
<th>Magistrate</th>
<th>County/Location</th>
<th>Circuit Court</th>
<th>Term</th>
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<tr>
<td>Magistrate Kristin M. Hileman-Adams</td>
<td>Prince George's County</td>
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<td>January 1, 2022 – December 31, 2023</td>
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<td>Magistrate Ginna Jackson-Stevenson</td>
<td>Baltimore City</td>
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<td>January 1, 2022 – December 31, 2023</td>
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<td>Magistrate Ronika Sumlin</td>
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<td>Magistrate Jame Speis</td>
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**STAFF:** Benjamin Charllick

**Nature and Purpose**

To identify specific course curriculum, communication venues and professional development opportunities to enhance the skills of magistrates.

**Work Product**

The Magistrate Subcommittee oversees the identification and development of in-house magistrate education and training to over 85 magistrates specializing in Juvenile and Family law.

This subcommittee will identify and submit to the Judicial Education Committee a minimum of six courses annually to be part of Judicial Education programming including identification of course, faculty and resource specific information. The subcommittee goals are to have magistrate specific courses to enhance the growth and quality of a magistrate’s working knowledge.

**Duration**

Indefinite
Staff: Peter Saquelle

Nature and Purpose
The Trial Judge and Magistrate Mentoring program contributes to the preparation and future success of Maryland’s judges and magistrates through the integration and maintenance of a formal, structured and rigorous mentoring program for new trial judges and magistrates. Further, the program will support the effective execution of judicial duties by offering a coaching experience for judges and magistrates who have served their roles more than one year.

Work Product
The Trial Judge and Magistrate Mentoring Subcommittee will: develop and oversee the program, create all necessary materials to support the program, and create an evaluation process to follow the mentees through their mentoring experience.

Duration
Indefinite.
STAFF: LYNN EMERSON

NATURE AND PURPOSE
The Sub-Committee works closely with the Education Division: Office of Professional Development to conduct annual training needs assessments and, using new technologies and delivery methods, will develop proficiency based training programs and classes that address gaps in knowledge, skill and abilities that enhances mission-critical performance.

The Professional Development Sub-Committee oversees the selection and evaluation of faculty members and administers the selection of candidates for the Court Professional Certificate, Court Supervisor Manager, and Institute for Court Management programs.

WORK PRODUCT
The Professional Development Sub-Committee serves as a vehicle for the development of educational programs that identify and develop future leaders, encourage succession planning, coaching, mentoring, and participation in training throughout the Judiciary in furtherance of the strategic plans and goals of the Education Committee.

DURATION
Indefinite
STAFF: NOAH PARKER

NATURE AND PURPOSE
To provide informed advocacy for the development, implementation, and delivery of technology education throughout the Maryland Judiciary. The mission of the Technology Training Subcommittee will be advanced through activities that continuously educate the subcommittee members at a high level as it pertains to ongoing technology education project planning and implementation. This education includes, but is not limited to, formal and informal presentations, attendance at regularly scheduled meetings, and serving as a sounding board and/or sample audience as necessary. The members of the subcommittee will undertake other activities as a group or individually when called upon to do so.

WORK PRODUCT
Oversight of technology education for the Judiciary, thinking partner for the Manager of the school of technology Education and the Assistant Administrator of the Judicial College of Maryland.

DURATION
Indefinite
**STAFF:** ABIGAIL HILL

**NATURE AND PURPOSE:**

The workgroup is charged with developing and implementing plans to educate judges, magistrates, appropriate judiciary staff, and justice partners on issues related to human trafficking. In addition, the workgroup may identify other resources and best practices for helping victims of human trafficking who come into contact with the court system. The workgroup will review information about programs in Maryland, as well as in other states, and will make recommendations to the Judicial Council accordingly. The workgroup will work in coordination with the Judicial Council’s committees on Education, Family Law, Juvenile Law, and Specialty Courts and Dockets. The chairs of each of the above-mentioned committees will identify at least two people from within their membership to serve on the workgroup and to communicate information back to their respective committees.

**EXPECTED DURATION**

Fall 2024
STAFF: RICHARD ABBOTT, SHAMIKA DENT-WILLIAMS, PETER SAQUELLA, AND NISA SUBASINGHE

NATURE AND PURPOSE:
The workgroup is tasked with reviewing the General Assembly’s report on Child Custody Court Proceedings Involving Child Abuse or Domestic Violence Allegations created in conjunction with Senate Bill 17 (2022). The workgroup will also review current judicial trainings that address the topics listed therein and report on the specifics of the Judiciary’s current offerings and make recommendations on modifications or additions that might be warranted.

EXPECTED DURATION
TBD
STAFF: TERRI CHARLES, WARREN HEDGES, PAMELA ORTIZ, AND ROBERTA WARNKEN

NATURE AND PURPOSE
The Equal Justice Committee will build the knowledge and proficiencies of judges and judiciary personnel to strengthen the judiciary’s commitment to equal justice under law for all.

WORK PRODUCT
The Committee will ensure the increased knowledge and understanding of judges and judiciary personnel regarding ethnic disparities, discrimination and systemic racism, including implicit bias (both conscious and unconscious), micro-inequities, and micro-aggressions. The Committee will make recommendations on strategies to educate and dismantle any discriminatory behaviors toward others in all aspects of the judiciary’s functions. The Committee will suggest areas of improvement, resources, support services, educational opportunities, and develop training curriculum for on-going judiciary-wide engagement in the pursuit of equality, fair and impartial justice for all.

DURATION: Indefinite
STAFF: WARREN HEDGES AND PAMELA ORTIZ

NATURE AND PURPOSE
The Access and Fairness Subcommittee will examine access and fairness in the justice system generally and Judiciary programs and services specifically to ensure there are no barriers to access and that the programs and services are administered in a fair and equitable manner.

WORK PRODUCT
The subcommittee will:

1. Identify Judiciary programs and services to determine where there are gaps in programs that can be addressed to enhance access to the courts for all.
2. Explore representation rates in civil matters and the impact on the lack of representation, and further determine what steps the Judiciary can take to promote a broader civil right to counsel.
3. Enhance outreach and specifically engage community groups to promote information about court-based programs and resources.
4. Address access and fairness in criminal justice by:
   a. Promoting a regular conversation with criminal justice partners to share data and discuss issues of concern, such equity in the charging process;
   b. Exploring an increase in the age of juvenile jurisdiction; and,
   c. Enhancing rehabilitative services and programs for the emerging adult population.
5. Expand the number of and access to problem-solving courts, using a race-equity lens.

DURATION
Indefinite
STAFF: TERRI CHARLES, LOU GIESZL, AND BRADLEY TANNER

NATURE AND PURPOSE
The Community Outreach Subcommittee provides an opportunity for people to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves.

WORK PRODUCT
The subcommittee will:

1. Hold forums in each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.
2. Develop advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.
3. Work with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

DURATION
Indefinite
STAFF: SHAMIKA DENT-WILLIAMS

NATURE AND PURPOSE
The Diversity and Inclusion Education Subcommittee will create a mandatory program at all levels of the Judiciary, including Judicial Units and where appropriate external stakeholders, to promote inclusiveness and develop a greater understanding of and appreciation for diversity through education.

WORK PRODUCT
The subcommittee will:

1. Determine how best to assess which topics should be addressed through training and education, and which target groups will receive the training and education.
2. Build training or programming modules for each target group (i.e., videos, podcasts, bench books, and other resources developed by or procured through the Judicial College).
3. Enhance new employee training/orientation to include diversity and inclusion to establish expectations.
4. Examine implementation of implicit bias testing as a tool for the Judiciary and the use of a facilitator to assist with follow-up discussions.
   a. Ensure the testing is not used in human resources evaluations, and the results of individual tests are not captured by the Judiciary.
   b. Provide resources and support for personnel to work through the topics and to assist those who would like to improve their outlook.
5. Include diversity and inclusion topics in retreats, conferences, and meetings.
6. Examine and implement tools to assess the effectiveness of diversity and inclusion training and education.

DURATION
Indefinite
STAFF: LINDA FALLOWFIELD, JAMIE WALTER, AND ROBERTA WARNKEN

NATURE AND PURPOSE
The Operations Subcommittee will formulate recommendations regarding policies and procedures to ensure the fair and equitable treatment of all who work within, utilize the services of, or do business with the Judiciary.

WORK PRODUCT
The subcommittee will:

1. Examine internal and external relationships to determine where and if implicit bias exists.
2. Develop a framework to allow individuals to comment without retaliation.
3. Review hiring, retention, and disciplinary practices.
4. Review Judiciary, both courthouse and administrative, policies, procedures, and practices to ensure equitable treatment of all.
5. Explore whether ICE presence is a legislative or judicial administration issue and formulate appropriate recommendations.

DURATION
Indefinite
STAFF: VALERIE POMPEY

NATURE AND PURPOSE
The Rules Review Subcommittee will identify and root out both local and Maryland Rules, written and unwritten, that are perceived to create systemic racism and contribute to implicit bias.

WORK PRODUCT
The subcommittee will:

1. Hold listening sessions with and conduct surveys of court users, both attorneys and lay persons, to gather feedback on issues of concern.
2. Collaborate with the Pattern Jury Instruction Group to review jury instructions to determine the existence of implicit bias.

DURATION
Indefinite
STAFF:

NATURE AND PURPOSE
The Sentencing Subcommittee will consider sentencing improvements to ensure equal justice.

WORK PRODUCT
The subcommittee will:

1. Review Rules to determine if there are ways to achieve more equity in sentencing.
2. Compile data to understand trends and potential bias.
3. Distinguish judicial from legislative functions.
4. Explore if disproportionality is present before the matter gets to the Judiciary, i.e., charging decisions.
5. Examine Rules changes for sentence reconsideration.

DURATION
Indefinite
**STAFF: PHYLLIS JOHNS**

**NATURE AND PURPOSE**
The Central Maryland – Baltimore Annapolis Area Workgroup supports the Community Outreach Subcommittee in its efforts to provide citizens an opportunity to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves. The workgroup is responsible for initiating the Subcommittee’s work in Anne Arundel County, Baltimore City, Baltimore County, and Howard County.

**WORK PRODUCT**
The workgroup will support the subcommittee with:
1. Holding forums in each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.
2. Developing advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.
3. Working with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

**DURATION**
March 2022
STAFF: SHAMIKA DENT-WILLIAMS

NATURE AND PURPOSE
The purpose of the D&EI Education and Training Workgroup is to determine how best to assess which topics should be addressed through training and education, and which target groups will receive the training and education and to recommend how the Judiciary will build training or programming modules for each target group (i.e., videos, podcasts, bench books, and other resources developed by or procured through the Judicial College).

DURATION
December 31, 2023
**WORK PRODUCT**
The first work group will be developing an anonymous employee survey by jurisdiction to collect data relating to the fair and equitable treatment of those within the Judiciary.

**DURATION**
December 2021
Implicit Bias Workgroup
Stephanye Maxwell, Chair

Hon. LaKeeia Allen
Hon. Pamila Brown
Magistrate Troy Hill
Magistrate Marla Johnson
Hon. Thurman Rhodes
Hon. Richard Trunnell

STAFF: SHAMIKA DENT-WILLIAMS

NATURE AND PURPOSE
The purpose of the Implicit Bias Workgroup is to examine implementation and recommend how the Judiciary can implement implicit bias testing as a tool for the Judiciary and the use of a facilitator to assist with follow-up discussions. This includes how to create the context for the importance of implicit bias testing as a pretesting strategy, and following the implicit bias testing process, provide a follow-up or series of follow-up debriefing strategies to further the work of equal justice at the Maryland Judiciary.

a. Ensure the testing is not used in human resources evaluations, and the results of individual tests are not captured by the Judiciary.
b. Provide resources and support for personnel to work through the topics and to assist those who would like to improve their outlook.

DURATION
December 31, 2023
WORK PRODUCT

The workgroup will be developing a public perception survey for those that do business with the Judiciary. The workgroup will be determining the best way to disseminate and collect the data for the public perception survey.

DURATION

Spring 2021
**NATURE/PURPOSE**
The purpose of this Workgroup is to write a final report based on information gathered by the Survey and Public Meeting Workgroups.

**WORK PRODUCT**
This Workgroup will write a final report cataloging what the other workgroups find and making recommendations. This report will be presented to the Equal Justice Committee, Rules Committee, and, if appropriate, the Court of Appeals.

- Explore other ways of obtaining suggestions.
  - Law schools
  - Literature review

**DURATION**
Once the report is completed.
NATURE AND PURPOSE
The Suburban Maryland Workgroup supports the Community Outreach Subcommittee in its efforts to provide citizens an opportunity to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves. The workgroup is responsible for initiating the Subcommittee’s work in Montgomery and Prince George’s Counties.

WORK PRODUCT
The workgroup will support the subcommittee with:
1. Holding forums in each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.
2. Developing advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.
3. Working with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

DURATION
March 2022
NATURE AND PURPOSE
The Suburban Maryland Workgroup supports the Community Outreach Subcommittee in its efforts to provide citizens an opportunity to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves. The workgroup is responsible for initiating the Subcommittee’s work in Montgomery and Prince George’s Counties.

WORK PRODUCT
The workgroup will support the subcommittee with:
1. Holding forums in each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.
2. Developing advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.
3. Working with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

DURATION
March 2022
NATURE AND PURPOSE
The Upper Shore Regional Workgroup supports the Community Outreach Subcommittee in its efforts to provide citizens an opportunity to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves. The workgroup is responsible for initiating the Subcommittee’s work in Cecil, Harford, Kent, and Queen Anne’s Counties.

WORK PRODUCT
The workgroup will support the subcommittee with:
1. Holding forums in each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.
2. Developing advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.
3. Working with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

DURATION
March 2022
STAFF: MEGAN PHILLIPS

NATURE/PURPOSE: The Western Maryland Regional Work Group supports the Community Outreach Subcommittee in its efforts to provide Marylanders an opportunity to interact with the Judiciary in a community-based manner through ongoing dialogue, increasing the communities’ understanding of the courts and the services offered, thereby developing trust and confidence in the judicial system, while enabling the Judiciary to gain a better knowledge of the community it serves. The work group is responsible for initiating the Subcommittee’s work in Allegany, Garrett, and Washington Counties.

WORK PRODUCT: The work group will support the subcommittee with:
1. Holding forums for each jurisdiction, facilitated by a third party neutral, to listen to the community and community partners in order to understand their needs and the ways the courts can better serve the community.

2. Developing advisory boards, with rotating membership, in each jurisdiction, ensuring diversity of voices.

3. Working with the courts to establish a community advisory officer in each court to serve as the community liaison/point of contact for community members.

DURATION
June 2022
Juvenile Law Committee
Hon. Michael J. Stamm, Chair
January 1, 2022 – December 31, 2023

Foster Care Court Improvement Program Subcommittee
Hon. Theresa Adams, Chair

Juvenile Justice Subcommittee
Hon. William V. Tucker, Chair

Child Welfare Education Workgroup
Hon. Yolanda Tanner, Chair

Child Welfare Outreach and Programming Workgroup
Hon. William O. Carr, Chair

Representation Resources Workgroup
Hon. Cheryl A. McCally, Chair

Truancy Court Workgroup
Hon. Mark Chandlee and Hon. Robert Kershaw, Co-Chairs
STAFF: RICHARD ABBOTT, HOPE GARY, ABIGAIL HILL, AND SARAH KAPLAN

NATURE AND PURPOSE
The Juvenile Law Committee will provide guidance and direction regarding policies, rules, and legislation surrounding juvenile law, including juvenile justice and child welfare. It will recommend policies, rules, and legislation that improve the effective administration of juvenile law.

WORK PRODUCT
The Committee will review all policies, rules and legislation regarding juvenile matters. It will make recommendations regarding the same. The Committee will review systemic issues regarding juvenile law and make recommendations for improvement. It also will collaborate with justice partners to ensure a holistic approach to the development, implementation and evaluation of initiatives involving juvenile matters. The Committee will oversee the review and update of all Judiciary publications and forms related to juvenile law. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
**STAFF: HOPE GARY**

**NATURE AND PURPOSE**
The scope of activity for the Foster Care Court Improvement Program Subcommittee would be all matters related to juveniles and young adults involved in Child in Need of Assistance (CINA), termination of parental rights, and adoption and will provide oversight of the Federal Court Improvement Program grant awarded to the Court. The subcommittee review all of these matters, make recommendations to the Juvenile Law Committee, to include, but not be limited to, recommendations as to possible legislative matters, update of foster care and neglect related petitions, Maryland Rules, recommend and identify new program initiatives, review and recommend all grant awards related to foster care and corroborate with the Department of Social Services as to ongoing and possible issues affecting juveniles in the Court system.

This subcommittee, through its Chairperson, will present its recommendations to the Juvenile Law Committee for discussion, review and possible recommendation to the Chief Judge and the Judicial Council.

**DURATION**
Expected duration of this subcommittee is indefinite.
STAFF: Abigail Hill and Sarah Kaplan

NATURE AND PURPOSE

The scope of activity for the Juvenile Justice Subcommittee would be all matters related to juveniles in delinquent related cases whether in the juvenile or adult courts. The subcommittee will review all of these matters, make recommendations to the Juvenile Law Committee, to include, but not be limited to, recommendations as to possible legislative matters, update of juvenile related petitions, Maryland Rules and corroborate with the Department of Juvenile Services as to ongoing issues affecting juveniles in the court system.

This subcommittee, through its Chairperson, will present its recommendations to the Juvenile Committee for discussion, review and possible recommendation to the Chief Judge and the Judicial Council.

EXPECTED DURATION

Indefinite.
STAFF: HOPE GARY AND JOANNE KERR

CONSULTANT: Leslie Ridgeway

NATURE AND PURPOSE

The Child Welfare Education Workgroup will plan, host and conduct post training assessment of CANDO.

ANTICIPATED WORK PRODUCT

The workgroup will develop training materials and review, revise and update the current Child Welfare Benchbook.

DURATION

December 31, 2022
STAFF: BRANDI HILL AND HOPE GARY

CONSULTANTS: Jim Becker, Erica LeMon, John McGinnis, Brandi Stocksdale, Ann Marie Bisner, and Ed Kilcullen

NATURE AND PURPOSE

The Child Welfare Outreach and Programming Workgroup focuses on enhancing the availability and understanding of court programs and initiatives designed to improve permanency outcomes for families involved in child welfare matters.

ANTICIPATED WORK PRODUCT

Expand access to CASA to every youth in foster care; enhance relative/kin caregiver engagement with the courts; develop a pilot program using an educational liaison to solely focused on monitoring/implementation of IEPs for youth in a jurisdiction; and continue efforts to establish border agreements with Pennsylvania, Delaware, and Virginia.

DURATION

December 31, 2022
**STAFF:** Hope Gary and Abigail Hill

**CONSULTANTS:** Audra Davis, Carol Ann Smith, David Wagner and Vicky Wolfson

**NATURE AND PURPOSE**

The Representation Resources Workgroup will develop a plan to ensure that all parties involved in child welfare system have quality legal representation. The workgroup will expand resources and provide training opportunities to enhance legal representation in CINA and related TPR matters.

**ANTICIPATED WORK PRODUCT**

The workgroup would like to create a Dependency 101 video and accompanying handbook to educate, support, and assist parents in navigating through the court process and also to develop a parent peer/mentor program.

**DURATION**

December 31, 2022
STAFF: GRAY BARTON, SARAH KAPLAN, AND ROBERT POINTER

Nature and Purpose
The Truancy Court Workgroup is established jointly by the Specialty Courts and Dockets Committee and the Juvenile Law Committee, with the purpose of advising both Committees concerning: (1) the various court-related programs within the State which address truancy, including Truancy Reduction Pilot Program courts, truancy reduction efforts in District Courts, and the University of Baltimore Truancy Court Program; and (2) whether changes to statute, rule, policy, or practice are recommended to support court-related truancy reduction efforts, including changes to Maryland Code, Courts and Judicial Proceedings Article, Title 3, Subtitle 8C, addressing the Truancy Reduction Pilot Program, and Maryland Rules, Rule 16-207, addressing problem-solving court programs, or Title 11, addressing the juvenile court.

Work Product
The Workgroup will submit a report and recommendations to both Committees, summarizing its work and including the proposed language of any recommended amendments to the Courts and Judicial Proceedings Article or the Maryland Rules.

Duration
December 31, 2022
Legislative Committee
Hon. Stacy A. Mayer, Chair
January 1, 2021 – December 31, 2022

Civil Law Subcommittee
Hon. Harry C. Storm, Chair
January 1, 2021 – December 31, 2022

Criminal Law Subcommittee
Hon. Robin Gill Bright, Chair
January 1, 2022 – December 31, 2023

Workgroup to Study Judicial Selection
Hon. Kathleen Dumais, Co-Chair
Hon. Alex Williams, Co-Chair
**Staff: Suzanne Pelz**

**Nature and Purpose**
The Legislative Committee will protect and promote the Judiciary’s interests regarding new laws and initiatives. It will defend and/or advance the Judiciary’s interests by determining and implementing the most effective strategy for doing so given the political climate and other factors impacting the current landscape. The Committee members rely on collective institutional knowledge, history, and political experience.

**Work Product**
The Legislative Committee will review and analyze legal and policy implications and how they affect the Judiciary. It also will serve as a clearinghouse for all legislation, advise the Chief Judges and Judicial Council on legislative issues, review pending legislation, and formulate a single, unified position for the Judiciary. The Committee reviews internally generated requests for new legislation and makes recommendations to the Judicial Council. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

**Duration**
Indefinite.
STAFF: JEFF LUOMA

NATURE AND PURPOSE
To review legislation pertaining to civil law during the legislative session and make recommendations to the full Committee.

ANTICIPATED WORK PRODUCT
To review legislation pertaining to civil law during the legislative session and make recommendations to the full Committee.

EXPECTED DURATION
Ninety Days (January to April)
**STAFF: JEFF LUOMA**

**NATURE AND PURPOSE**
To review legislation pertaining to criminal law during the legislative session and make recommendations to the full committee.

**WORK PRODUCT**
To review legislation pertaining to criminal law during the legislative session and make recommendations to the full committee

**EXPECTED DURATION**
Ninety Days (January to April)
**NATURE AND PURPOSE**
Perform a fair, balanced and exhaustive examination of the various methods of selecting and retaining trial judges throughout the country and make recommendations based on that study.

The Workgroup will:
1. Perform a study that will include, but not be limited to: a current academic literature and research review including sources such as the Brennan Center; the National Center for State Courts; the Institute for the Advancement of the American Legal System; the American Bar Association; academia; and, advocacy materials on all sides of the issue.
2. Review the current and historical judicial complement in Maryland based on gender, race, and ethnicity.
3. Hold public hearings for stakeholders and citizens on all sides of the issue and schedule meetings with subject matter experts.

**WORK PRODUCT**
1. A report on the current state of judicial elections and the findings of the Workgroup based on academic examination, public testimony, and discussions with subject matter experts.
2. Recommendations for change or to retain the status quo to the Legislative Committee.

**EXPECTED DURATION**
September 1, 2022 – March 1, 2023
STAFF: VALERIE POMPEY AND GILLIAN TONKIN

NATURE AND PURPOSE
The Major Projects Committee addresses policy-related matters regarding the implementation and ongoing operation of new and existing technology projects, as well as the establishment of priorities for the implementation of those projects. The Committee works collaboratively with the Court Technology Committee and Judicial Information Systems.

WORK PRODUCT
The Committee is the final decision-making body for policy decisions regarding MDEC. The more complex and policy-related concerns of court users and justice partners are brought to the Committee for consideration. The Committee also addresses the functionality of the different components of MDEC by reviewing system change requests submitted by users or that result from changes in practice or process. This review includes weighing the time and cost of making changes against the overall benefit to operations. The Committee oversees the Government Agency Access process under Maryland Rule 20-109 which governs remote access to MDEC by authorized government entities. The Committee also oversees the administration of the contract with Tyler Technologies and is directly involved with making decisions regarding modifications and amendments. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
STAFF: Colleen Horvath and Leah Musiker

NATURE AND PURPOSE
The Data Governance Subcommittee was formed to create a centralized structure for policies regarding the Judiciary’s data. The Subcommittee meets on a quarterly basis or when needed.

WORK PRODUCT
The Subcommittee will be divided into small groups to work on four different policy areas: (1) scope of data; (2) data ownership and retention; (3) data access; and (4) data usage.

EXPECTED DURATION
Indefinite
STAFF: VALERIE POMPEY AND GILLIAN TONKIN

TYLER TECHNOLOGIES, INC.: JOHN TODD AND KEVIN KENNEDY

NATURE AND PURPOSE
The MDEC Advisory Subcommittee is a subcommittee with revolving membership of court leadership during the MDEC implementation process. The Subcommittee primarily focuses on operational concerns for courts in the process of going live on MDEC.

WORK PRODUCT
Throughout the year the Subcommittee will meet to address issues related to MDEC implementation.

DURATION
This subcommittee will end once MDEC is fully implemented.
**STAFF: GILLIAN TONKIN**

**NATURE/PURPOSE OF WORKGROUP:** The purpose of the Workgroup is to define and validate the work and business processes including producing the requirements needed by Tyler to produce the electronic filing system. Members of the Workgroup are also responsible performing User Acceptance Testing (UAT).

**WORK PRODUCT:** Tyler developed software solution using Baltimore County as the pilot jurisdiction. The work product is a system where bulk filers, single filers or Vendor Electronic Filer Service Providers (VEFSPs) may file the failure to pay rent action electronically. A filer may also use the Tyler created Odyssey File and Serve (OFS) intermediate User Interface (UI) for filing.

**DURATION:** The Workgroup was created in the summer of 2017. The pilot is estimated to be completed in late summer 2020. The pilot period will span a six-month period ending in the winter of 2021. Upon completion of a successful pilot period, the Workgroup will determine the state-wide deployment strategy and schedule.
**STAFF: SHANNON BAKER**

**NATURE/PURPOSE OF WORKGROUP:** The Online Dispute Resolution (ODR) Work Group monitors the development of court-connected ODR initiatives and develops recommendations about possible ODR projects in the Maryland Judiciary.

**WORK PRODUCT:** The work group has been tasked with developing and analyzing options for ODR projects in the following areas, in order of priority: (1) non-incarcerable traffic cases, (2) small claims, and (3) child support enforcement. The workgroup will engage a technical consulting firm to assist in discovering and documenting ODR requirements and how ODR software can be adopted and incorporated into the Judiciary’s existing case management practices. Tasks include defining the technical and business requirements, along with identifying the necessary policy and business process changes needed to implement an ODR solution.

**DURATION:** September 2022
**Staff: Valerie Pompey**

**Purpose**
This workgroup is a joint workgroup of the Major Projects Committee (MPC) and the Court Technology Committee (CTC). The objective is to make recommendations to the MPC and CTC regarding what types of civil cases would benefit from text message notifications and what the notification program(s) should look like.

**Work Product**
Recommendations to MPC and CTC on how to pursue civil case notifications.

**Duration**
December 2022
NATURE AND PURPOSE
The purpose of the workgroup is to review how the appeals process works in MDEC and make recommendations on business process changes.

ANTICIPATED WORK PRODUCT
The Workgroup plans to accomplish the following: (1) re-write QRGs for clerks in processing appeals in Odyssey to the Court of Special Appeals and one for the Court of Appeals, (2) work on proposed language to update Title 8 of the Maryland Rules of Procedure for Appellate Review in the Court of Appeals and the Court of Special Appeals, (3) update appeals manual created by Court of Special Appeals and include the Court of Appeals; (4) address exhibits and transcripts process, (5) update Research & Analysis Guide to Appeals to the Court of Special Appeals, and (6) make recommendations for any possible MDEC changes if needed (remote access issues).

EXPECTED DURATION
Spring 2022
STAFF: VALERIE POMPEY

PURPOSE
This workgroup is a joint workgroup of the Major Projects Committee (MPC) and the Court Technology Committee (CTC). The March 2022 Report of the Joint Subcommittee on Post-COVID Judicial Operations recommended that a workgroup be formed to study the prospect of alternative work arrangements. The workgroup will:

1. Perform a study guided by the principles set forth in the Report of the Joint Subcommittee on Post-COVID Judicial Operations that will evaluate:
   • Job functions that are suitable for telework, including but not limited to: judges, magistrates, law clerks, judicial assistants, clerks, IT, staff, AOC and District Court Headquarters staff, and supervisors/managers.
   • Whether certain job functions can be performed during non-standard hours.
   • Whether administrative heads should have the authority to implement other forms of alternative work arrangements.
   • Methods that should be employed to ensure the productivity of employees while teleworking.

2. Review current Maryland Judiciary data on telework, including: data from JIS’ evaluation of telework monitoring software; results of telework surveys; and information from Human Resources and Payroll regarding the extent of current employee telework.

3. Utilize available data regarding productivity of teleworkers in multiple fields and positions, alternative work arrangements in other court systems, and best practices for telework policies.

WORK PRODUCT
A report in compliance with the Report of the Joint Subcommittee on Post-COVID Judicial Operations. The report will provide recommendations on the feasibility of alternative work arrangements and include guidance on ensuring consistent and equitable supervision of employees and ensuring productivity of employees utilizing alternative work arrangements.

DURATION
September 19, 2022 – January 20, 2023
Senior Judges Committee
Hon. James A. Kenney III, Chair
January 1, 2022 – December 31, 2023

Legislative Subcommittee
Hon. Deborah Eyler, Chair

MDEC Access Subcommittee
Hon. Nancy Shuger, Chair

Newsletter Subcommittee
Hon. Deborah Eyler, Chair

Joint Senior Judge Use Workgroup
STAFF: ELIANA PANGELINAN

NATURE AND PURPOSE

The Senior Judges Committee will advise the Chief Judge of the Court of Appeals and the Judicial Council on matters relevant to retired/recalled judges.

ANTICIPATED WORK PRODUCT

The Committee will monitor changes to laws, rules, and policies that impact retired/recalled judges. It will ensure retired/recalled judges are apprised of those changes and that they receive the requisite training to effectively address the same. The Committee also will ensure retired/recalled judges receive the tools necessary to perform their duties. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

Duration

Indefinite.
**NATURE AND PURPOSE**
Review and monitor legislation that affects retired judges generally and recalled judges in particular

**WORK PRODUCT**
Advice to the Judicial Legislative Committee.

**DURATION**
Operates during the legislative session.
**STAFF:** CAROLE BURKHART

**NATURE AND PURPOSE**
The Subcommittee will review MDEC issues pertinent to all Senior Judges.

**WORK PRODUCT**
Review of current MDEC protocol and creation of recommendations concerning MDEC access for Senior Judges.

**DURATION**
Indefinite
Staff: Eliana Pangelinan

Nature and Purpose
The Newsletter Subcommittee will create a quarterly newsletter that could be used on an ongoing basis to provide timely and relevant information to the retired judges as a whole.

Work Product
Quarterly newsletter to be distributed to retired judges.

Duration
Indefinite
STAFF: ELIANA PANGELINAN AND BRADLEY POWERS

NATURE AND PURPOSE:
The mission will be to develop a guide that would standardize the ways in which senior judges are weaved into the everyday activities of the courts. The topics of discussion will be:

1. Dissemination of advance docket information.
2. Assigning a specific courthouse contact for senior judges.
3. Law clerk and clerical support.
4. Technology concerns.
5. What court matters are best suited for senior judges.

EXPECTED WORK PRODUCT:
Best Practice Manual for Senior Judge Use

EXPECTED DURATION:
Summer 2023
Specialty Courts and Dockets Committee
Hon. Kimberly M. Davis, Chair
January 1, 2022 – December 31, 2023

Behavioral Health Subcommittee
Hon. Patrice E. Lewis, Chair
January 1, 2020 – December 31, 2021

Problem Solving Courts Subcommittee
Hon. Thomas J. Pryal, Chair
January 1, 2021 – December 31, 2021

Workgroup on Legislation
Hon. Nicholas E. Rattal, Chair
STAFF: GRAY BARTON

NATURE AND PURPOSE
The Specialty Courts and Dockets Committee will promote and oversee the development, implementation and evaluation of specialty courts and dockets in the courts.

WORK PRODUCT
The Committee will ensure the utilization of best practices by specialty courts and special dockets, in areas such as substance abuse, mental health and alcoholism, business and technology, and science and technology. It will monitor and direct the evaluation of the delivery of evidence-based training, technical assistance, research, funding and support for specialty courts and special dockets. The Committee will report on its initiatives and other activities, at least annually, to the Judicial Council.

DURATION
Indefinite.
**STAFF: GRAY BARTON AND ROBERT POINTER**

**NATURE AND PURPOSE**
This subcommittee will explore trial court sentencing alternatives for the treatment and rehabilitation of the seriously mental ill and substance-addicted defendants who are not enrolled in the specialty courts. This subcommittee will work closely with the Department of Health and Mental Hygiene (“DHMH”) and other governmental agencies to monitor and provide information regarding both community and residential based treatment. The subcommittee will emphasize reducing the delays in the placement of incompetent and addicted defendants (Rule 8-507) and work closely with their partners in the legislative and executive branches. One goal will be to ensure resources are readily available for more DHMH-compliant probation supervision for the mentally ill and substance-addicted defendants. This subcommittee will work with the Judicial Institute to provide training in this area.

**WORK PRODUCT**
Provide a written report at least once a year to outline proposals and actions.

**DURATION**
Indefinite.
STAFF: GRAY BARTON

NATURE AND PURPOSE
This subcommittee encompasses: Adult Circuit Court Drug Court; Juvenile Drug Court; District Court Drug Court; Mental Health Court; Veterans’ Court; Re-entry Court; and Truancy Court. The purpose of this subcommittee is to assist these courts in its purview and provide a comprehensive and collaborative approach to dealing with the issues that arise for the participants in these courts. This subcommittee will assist each county in employing best practices, including: providing evidence based training; technical assistance; research; and in identifying funding support to their courts. The subcommittee will be in constant contact with each of the counties and their respective courts to allow for sharing information concerning what works, but also what doesn’t work. This subcommittee will maintain its current role of reviewing and commenting on all applications for the creation of new specialty courts in Maryland. This subcommittee will also assume the roles of the Drug Court Oversight Committee and the Mental Health Oversight Committee. The Problem Solving Courts Subcommittee will therefore be responsible for reviewing all statistics and reports from these particular courts to ensure they are remaining up-to-date with the recommended evidence based practices and maintaining proper records. This subcommittee will also be responsible for providing training to members of the judiciary regarding the topics that fall under this subcommittee’s purview. This subcommittee’s training will be offered both in collaboration with the Judicial Institute and independent of it. This subcommittee will be well-positioned to administer this training not only to the judiciary, but also to the State’s Attorneys’ Offices, the Defense Bar, the Health Department, Community Supervision and Law Enforcement. I believe these updates should be provided on a yearly basis.

WORK PRODUCT
Provide a written report at least once a year to outline proposals and actions.

DURATION
Indefinite.
Staff: Gray Barton

Nature and Purpose
Provide feedback to the Legislative Committee on proposed legislation relevant to the Specialty Courts and Dockets Committee issue areas.

Work Product
Provide feedback to the Legislative Committee on relevant legislation.

Expected Duration
Ninety days (January – April)