

# THE SUPREME COURT *of* OHIO

## ADVISORY COMMITTEE ON CASE MANAGEMENT

**Honorable Craig R. Baldwin**  
Fifth District Court of Appeals  
*Chairperson*

**Honorable Beth Cappelli**  
Fairborn Municipal Court  
*Vice Chairperson*

### **Meeting Minutes** July 22, 2022

#### **Committee Members Present:**

Judge Gene A. Zmuda  
Judge Beth Cappelli  
Judge Craig R. Baldwin  
Je'Nine Nickerson  
Susan Sweeney, Esq.  
Judge Michelle Earley  
Judge Kimberly Cocroft  
Judge Terri L. Stupica

Judge Terrance A. Nestor  
Judge Michael Oster  
Judge Patrick Carroll  
Judge Latecia Wiles  
Judge Kim A. Browne  
C. Michael Walsh, Esq.

#### **Committee Members Absent:**

Judge John Rudduck  
Judge William R. Zimmerman  
Michael Negray  
Elizabeth W. Stephenson, Esq.

Judge Kristen K. Johnson  
Tonja Amato  
Judge Thomas Teodosio

#### **Supreme Court of Ohio Staff Members Present:**

Chris Geocaris, Esq.  
Joel Gottke  
Kate Munger, Esq.  
Stephanie Nelson, Esq.

Colleen Rosshirt, Esq.  
Samantha Goyings  
Ernie Oleksy

## **Meeting Minutes Approved**

The April 29, 2022 Meeting Minutes were submitted to members for approval. Unanimously approved.

## **Old Business:**

### **ARPA Funding**

Colleen Rosshirt reported receiving a lot of questions from courts. The application deadline is the 29<sup>th</sup> of July. There is not currently a date for when recipients will be announced.

### **Case Inquiry Process Proposal**

Judge Baldwin reported he went in front of the Justices and explained the process and what the form will do. They voted the form out for public comment. Colleen Rosshirt advised 4 or 5 written comments have been received, as well as calls regarding the process. Judges/courts are being informed the process is outside of the scope of Disciplinary Counsel. The committee is looking for a subcommittee to review the comments. Je'Nine Nickerson, Judge Baldwin, and Judge Stupica are willing to review.

### **Case Management Education Subcommittee**

Kate Munger reported on the Opportunities from the Bench education series. The first topic is person-centered justice regarding behavioral health and how it impacts caseflow. The course will focus on the pretrial stage because it will only be one hour, available on demand through OhioCourtEdu. Magistrate Jillian Boone will be presenting. She worked with NCSC and 10 other national courts to address mental health and improve outcomes in the criminal justice system with early intervention, triage, and better pathways for treatment and recovery. Magistrate Boone will talk about the lessons her court learned. Megan Golden from New Horizons Mental Health Services will also serve as faculty for the course. She assisted in developing a crisis hotline with law enforcement. The crisis team gets a call 24 hours before the individual is sent to jail. Lieutenant Warner of the Fairfield Sherriff's Office will discuss changes in the department's processes since the crisis team was started and the benefit seen by law enforcement.

### **Self-Represented Litigant Bench Card**

Chris Geocaris reported on the Self-Represented Litigant (SRL) Bench Card and thanked Judge Stupica and Elizabeth Stephenson for reviewing the bench card. The bench card is designed to help all judicial officers when they have a SRL in their courtroom. Procedural fairness is the theme of the bench card. Resources included on the bench card include the OSBA, Ohio Legal Help, Community Action Agency, Legal Aid Centers of Ohio (map on card). Resources being added to card when it is approved: Ohio Access to Justice Foundation's LAW OHIO phone number which connects the caller to their local legal aid, and Pro Seniors which is a statewide elder law hotline that provides legal advice to individuals 60 and over. The bench card also includes setting expectations and assistance in obtaining an interpreter and explanations of some legal language litigants will hear. The last topic covered on the bench card is increasing access to the court. Judge Zmuda suggested including litigants will not receive direction from the court. Chris Geocaris recommended adding it to the setting expectations section. Judge Baldwin proposed referencing the pro se bench card. The Access to Justice resource flyer was brought up, which was sent to all associations, but likely needs to be sent to courts again as a reminder.

### **Child Protection Attorney Onboarding Toolkit**

Kate Munger reported on the Child Protection Attorney Onboarding Toolkit. The purpose of the toolkit is to provide courts tools to attract competent and committed attorneys and provide guidance and procedures for onboarding. The first part gives suggestions to courts including mentoring programs and wages. Case Management had a workgroup composed of prosecutors, public defenders, judges, and magistrates with experience in child protection. Proposed resources include forms for local services and encouraging courts to make a list to give to new attorneys. The list is in the meeting packet: Public Children Services Agency (PCSA) Intake Process. Additional resources are being posted on the OSBA homepage.

### **Failure to Appear Pilot Project**

Colleen Rosshirt reported the Failure to Appear (FTA) Pilot Project was part of the technology grant funding for 2022. The Case Management Section gave courts the opportunity to participate in data sharing so we can analyze how courts can reduce their FTA rate using texts. One thing we're going to do in Ohio is work with behavioral health scientists to help people understand consequences for failing to appear. The aim of the project is to help courts improve the way they communicate with court users.

### **New Business:**

#### **Court User Surveys & Court Employee Surveys**

Chris Geocaris informed the committee of the court user survey administered by the Case Management Section. Joel Gottke, Statistical Analyst, helped build out the survey and customize it for courts' needs. Three or four courts have expressed interest and one is going live on July 18. Another way to get feedback is an employee survey. Currently, two courts are surveying their staff and five have expressed interest. Please let Chris know if a court is interested in either of these services. (christopher.geocaris@sc.ohio.gov).

For reference:

The National Center for State Court's user survey:

[https://www.courtools.org/\\_data/assets/pdf\\_file/0026/7793/courtools-measure-1-access-and-fairness.pdf](https://www.courtools.org/_data/assets/pdf_file/0026/7793/courtools-measure-1-access-and-fairness.pdf)

The National Center for State Court's employee satisfaction survey:

[https://www.courtools.org/\\_data/assets/pdf\\_file/0015/8520/courtools\\_trial\\_measure9\\_court\\_employee\\_satisfaction.pdf](https://www.courtools.org/_data/assets/pdf_file/0015/8520/courtools_trial_measure9_court_employee_satisfaction.pdf)

#### **Appellate Court Standardized Form Review**

Colleen Rosshirt reported on extern Ernie Oleksy's Appellate Court Standardized Form Review. Ernie reviewed every appellate district's website and looked at each court's standardized forms. Ernie advised he identified thirty-five different standardized forms and provided an outline for each type of standardized form. A link for an example for each type of standardized form is included in the outline. The only standardized form each district provides is a civil notice of appeal. Judge Zmuda asked whether Ernie looked at local rules. Ernie advised that was included

in the outline document. Colleen asked for volunteers for a subcommittee to review the forms. Judge Zmuda and Mike Walsh are interested.

**Open Forum**  
**(no comments.)**

Colleen Rosshirt informed the committee Case Management will be working on its priority plan for 2023 and is looking for input on what the committee can and should be suggesting (rules that have not been updated, for example.) One project is looking at forms from a court user's perspective. Time at the next meeting (in-person) will be used for subcommittees. Colleen requested committee members to consider who may be a good fit for the committee. The committee is looking for an additional three or four people for next year. Members at the end of their terms were asked to consider whether they would like to continue serving on the committee.

**Future meeting dates:**

Upcoming Dates of 2022 Meetings:

October 21, 2022 (in-person @ 10:00 a.m.)