

Ethics and Professionalism Committee
Meeting Minutes

September 30, 2022
12:00 pm – 1:00 pm
Via Zoom

- I. Call to Order and Welcome Magistrate Jacobs
Attendees: Magistrate Nancy Jacobs, Magistrate Ian Stewart, Judge Michael Morrissey,
and Judge David Avery

Staff: Diane Mains, IOCS

- II. Judicial Education Discussion Magistrate Jacobs
Mag. Jacobs would like the committee to focus on judicial education and enhancing
judicial standing in the community through training.

- The committee is scheduled to present an education session at the 2023 Spring Judicial College (April 18-20, 2023, Indianapolis). Committee will coordinate with the Education Committee to present a topic relevant to the conference agenda.

General Jurisdiction Orientation Program for New Judges (December 5-8, 2022 and January 24-27, 2023, Carmel). Members were strongly in support of providing education during the new judge orientation program, but had some concern as to whether sufficient time remains to prepare a presentation for the December, 2022, training. Members discussed a two-part presentation to include:

- ethical responsibilities on the bench
- ethical responsibilities off the bench
- Annual Meeting presentation focusing on enhancing professionalism of judicial officers. Members were not supportive of presenting at the Annual Conference.

Staff was asked to research what other states' ethics committee responsibilities are to determine how else this committee can support Indiana's judiciary. Committee briefly discussed the need for a mentoring program for new judges. Committee also discussed recording an on-demand webinar on the 7 Deadly Sins program as a follow-up to the committee's presentation at 2021 Spring Judicial College.

General education topics discussed included: election and campaign issues (particularly useful in election years and also discussed as a possible webinar); contempt; judicial disqualification; judicial demeanor; trends identified by Ms. Meiring.

- III. Upcoming Meetings
- Chair and staff meet with the Chair of the Education Committee and IOCS education staff on Friday, October 14, 2022 at 1:00 pm via Zoom.
 - Ethics & Professionalism Committee meeting, November 4, 2022 from noon to 1:00 pm via Zoom.
- IV. Adjourn

Ethics and Professionalism Committee
Meeting Minutes

November 4, 2022
12:00 pm – 1:00 pm
Via Zoom

- I. Magistrate Jacobs called the meeting to order at 12:01pm.

Attendees: Magistrate Nancy Jacobs, Chair; Judge David Avery; Judge Gerald Coleman; Adrienne Meiring, Executive Director; Magistrate Tara Melton; Magistrate Ian Stewart; and Magistrate Mark Renner

Staff: Diane Mains, IOCS

- II. The September 30, 2022 meeting minutes were reviewed and unanimously approved upon the motion of Magistrate Stewart and seconded by Judge Coleman.

- III. Education Events

General Jurisdiction Training for New Judges
January 25, 2023 @ 1:15 pm for 75 minutes
Renaissance Indianapolis North Hotel
11925 N. Meridian St., Carmel, IN 46032

Mag. Jacobs and Diane met with Ms. Meiring and Judge Benjamin, Chair of the Judicial Education Committee, on October 14th. The Ethics Committee's offer to assist with training was well received and the Committee's input was welcomed. Judge Penrod then contacted Diane to inquire about this Committee's interest in presenting at the new judge training in January 2023. Mag. Jacobs and Judge Penrod met to discuss the details of the January 2023 education session.

Three to four judicial officers will present the session. Presenters may include members of the Ethics Committee as well as other judicial officers. Format of presentation will be a discussion of 5 topics (15 minutes each) starting with a presentation on the CJC followed by scenarios with attendee input via an anonymous survey (perhaps use transponders or cell phones) then a discussion on the scenarios.

Contempt is being covered elsewhere in the program so no need to address this issue. Topics to be covered are communication, demeanor, and civility, specifically:

- Professionalism of the judge and the judge's staff
- Dealing with difficult or unprepared attorneys
- Communicating with self-represented litigants
- Special considerations for judicial officers in rural communities
- Considerations for judges who are former prosecutors or defense attorneys and discussion on the shift from advocate to hearing officer
- Using social media

Written materials to be created and distributed to attendees containing reference material on topics discussed or provide additional important material that could not be covered in the training session.

Mag. Renner, Magistrate Melton, Judge Avery, Mag. Stewart, and Judge Coleman volunteered to present at the new judge training.

Next steps:

- Mag. Jacobs will get back with Judge Penrod to report the outcome of this meeting and
- Diane will find out the date that attendee materials are due.
- Mag. Jacobs will serve as the liaison between the Education and Ethics Committees

The Spring Judicial College presentation tabled until an agenda is created by the Education Committee (April 18-20, 2023, Indianapolis).

IV. Other Business

- Diane reported that other states have the equivalent of the JQC with a few also operating an ethics committee that engages in training and outreach.
- Generally, meetings on Fridays at noon work well for the members.
- Next meeting will be held on Tuesday, November 15, 2022 from 12:00-1:00pm via Zoom.

V. Magistrate Jacobs adjourned the meeting at 12:45pm.

Ethics and Professionalism Committee
Meeting Minutes

November 15, 2022
12:00 pm

Via Zoom:

<https://us02web.zoom.us/j/88087662765?pwd=Mm5EM09VbnpyYWWhJOEltZG1zZCtUUT09>

- I. Magistrate Jacobs called the meeting to order at 12:02.

Attendees: Judge Jacobs (C), Judge Cummins, Judge Williams, Magistrate Stewart, Judge Avery, Magistrate Melton, Adrienne Meiring, Judge Morrissey

Staff: Diane Mains, IOCS

- II. The November 4, 2022 meeting minutes were unanimously adopted.
- III. Judge Darrin Dolehanty will serve as a liaison between the Ethics and Education Committees for the purposes of future training events.
- IV. Preparation for General Jurisdiction Training for New Judges
January 25, 2023 @ 1:15 pm – 2:30 pm
Renaissance Indianapolis North Hotel
11925 N. Meridian St., Carmel, Indiana 46032

Session materials are due to Diane no later than COB on January 10, 2023.

Mag. Jacobs has had several discussions with Senior Judge Penrod regarding this education session. The presentation will be limited to three presenters representing different regions of the state: Judge Jacobs, Judge Avery, Judge Coleman. The presenters will prepare the materials with the assistance of other committee members. Referenced the articles distributed with meeting materials as source material. The speakers will divide the topics among themselves and share these assignments with the Committee. Speakers to get together today/tomorrow or after Thanksgiving to further discuss the education session and report which topics each speaker will cover.

Judge Avery would like to provide guidance on transitioning from an attorney role to a judge, to include written materials. He also suggested that assisting pro se litigants navigate the legal system would be a helpful topic for new judges.

Mag. Stewart suggested that tips for dealing with situations in which both parties are pro se would be helpful. Issue to be addressed under the professionalism topic.

- V. Magistrate Jacobs adjourned the meeting at 12:40 pm.

Next meeting: December 13, 2022 @ noon via Zoom