

**Jury Committee
Judicial Conference of Indiana**

**February 19, 2021
Minutes**

1. Attendance: The following members participated in the meeting: Diane Boswell, Teresa Cataldo, Kimberly Dowling, Kelli Fink, Amy Jones, William Menges, Bradley Mohler, Frank Newkirk, and Sally McLaughlin, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman.
3. Guest: Angie James, Trial Court Technology.
4. Approval of minutes: The committee unanimously approve the November and December 2020 meeting minutes.
5. Jury Management System: The committee continued to review the proposed questionnaire and technology requirements and made several amendments. The committee also requested staff gather additional information related to select items for further discussion. Angie James also reported that the committee will be involved in developing the help text and instructions for completing an on-line questionnaire.
6. Benchbook Updates: The committee reviewed the following chapters:
 - Chapter 2 – Jury Selection – committee reviewed proposed edits, made additional edits and approved for publication.
 - Chapter 5 – Post trial matters – there were no proposed edits, committee will review at the next meeting as well.
 - Chapter 7 – Juror Stress and Improvements to Alleviate Stress – committee reviewed proposed edits, made additional edits, and approved for publication.

Next meeting committee will review Chapter 5.5 and Chapter 6.

7. Legislative Update: Staff reported there was no pending legislation related to jury service for discussion.
8. Future meetings: The committee discussed the meeting schedule and revised time for the May 14th meeting. The remaining meeting dates are:

May 14 (start at 1:30 p.m.)

August 20

November 19

All meetings will begin at 9 a.m. and will be conducted remotely unless otherwise noted.

Respectfully submitted,

Michelle C. Goodman
Staff Attorney

**Jury Committee
Judicial Conference of Indiana**

**May 14, 2021
Minutes**

1. Attendance: The following members participated in the meeting: Teresa Cataldo, Kimberly Dowling, Kelli Fink, William Menges, Bradley Mohler, Frank Newkirk, and Sally McLaughlin, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman.
3. Guest: Angie James and Jill Russell with Trial Court Technology.
4. Approval of minutes: The committee unanimously approve the February 2021 meeting minutes.
5. Jury Management System and IOCT updates: The committee continued reviewing proposed on-line questionnaire and the materials provided by IOCS. The committee determined no additional updates were needed to the questionnaire fields at this time and approved the paper version of the proposed questionnaire to use if anyone was unable to complete it on-line. Michelle Goodman reported the MOU to received data for the master list was extended. She provided an overview of a National Center for State Courts project on jury master list processes noting Indiana was contacted to share our experiences with their project team. Angie James reported that she is conducting refresher trainings on the JMS and reaching out to counties interested in joining the system. She reported there was no timeline set for development of the on-line questionnaire. Ms. James also introduced Jill Russell to the committee since she will be our new IOCT project contact beginning in July. The committee thanked Angie for her service over the years on these projects.
6. Benchbook Updates: The committee reviewed the following chapters:
 - Chapter 5 – Post trial matters – the committee made additional edits to the proposal and approved the revisions for publication.
 - Chapter 5.5 – Grand Jury Procedures – the committee made additional edits and approved the revisions for publication.

Next meeting committee will review Chapter 6.

7. Recognition of outgoing members: The committee thanked the following members for their service to this committee: Judge Sally McLaughlin, Judge Teresa Cataldo, and Judge David Kolger.
8. Other business: Michelle Goodman discussed jury deferral processes and a request to proposed commentary to Jury Rule 7. Judge Dowling and Mag. Fink agreed to serve on the sub-committee for this task. In addition, Ms. Goodman reported that OJA is planning to update the standard jury orientation video and this committee will be asked to review content changes at future meetings. Judge Mohler raised a question on number of jurors and the committee determined no further action was needed.
9. Future meetings: The committee discussed the meeting schedule and revised time for the May 14th meeting. The remaining meeting dates are:
 - August 20
 - November 19All meetings will begin at 9 a.m. and will be conducted remotely unless otherwise noted.

Respectfully submitted,
Michelle C. Goodman
Staff Attorney

**Jury Committee
Judicial Conference of Indiana**

**August 20, 2021
Minutes**

1. Attendance: The following members participated in the meeting: Sam Cappas, Marla Clark, Kimberly Dowling, Greg Granger, Amy Jones, William Menges, Frank Newkirk, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman.
3. Guest: Jill Russell, Christa Coffey, and Mike King with Office of Court Technology.
4. Welcome of new members: The committee welcomed Sam Cappas, Marla Clark, and Greg Granger.
5. Committee overview: Michelle Goodman provided the committee with an overview of the committee's purpose and scope as well as the projects the committee oversees.
6. Approval of minutes: The committee unanimously approve the May 2021 meeting minutes.
7. Jury Management System and IOCT updates: Jill Russell reported that the data for the master list was received from BMV and DOR. The process is underway and internal testing will be conducted next week. IOCT anticipates the list being distributed in mid-September. She also reported that IOCT is still providing demos to counties interested in using the jury management system and the requested enhancement to customize outgoing text messages and the on-line questionnaire project are on the project list with IOCT.
8. Benchbook Updates: The committee reviewed Chapter 6 – Capital and High Visibility Trials and made additional edits and approved the revisions for publication. Judge Jones referenced an upcoming training and will provide any new information to the committee at the next meeting.
9. Jury Rule 7 proposal: Judge Dowling presented the sub-committee's proposal to add commentary to Jury Rule 7 regarding deferrals. The committee discussed the proposal and approved it for submission to the Rules Committee for consideration.
10. Jury Orientation video: Michelle Goodman presented the committee with proposed updates to the standard jury orientation video. The committee discussed the material and agreed to review this further for the next meeting. In addition to the proposed edits, the committee was asked to consider including information to address unconscious bias within the orientation. Staff was asked to provide the committee with the materials on unconscious bias including what other states are doing in this area. The committee also agreed to invite Dr. Gina Forrest to attend the next meeting.
11. Future meetings: The committee discussed the meeting schedule and proposed meeting dates for 2022. The remaining meeting date for 2021 is November 19. The proposed dates for 2022 include: February 25, May 20, August 19, and November 18. All meetings will begin at 9 a.m. and will be conducted remotely unless otherwise noted.

Respectfully submitted,

Michelle C. Goodman
Staff Attorney

**Jury Committee
Judicial Conference of Indiana**

**November 19, 2021
Minutes**

1. Attendance: The following members participated in the meeting: Marla Clark, Kimberly Dowling, Kelly Fink, Greg Granger, Amy Jones, William Menges, Bradley Mohler, Frank Newkirk, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman.
3. Guest: Dr. Gina Forrest, Office of Judicial Administration, and Henry Flores, Indiana Office of Court Services.
4. Welcome: The committee welcomed the meeting guests and made introductions.
5. Committee update: Judge Newkirk asked the committee to remember Judge Boswell's family due to her recent passing. She was an active member on this committee.
6. Approval of minutes: The committee unanimously approve the August 2021 meeting minutes.
7. Jury Orientation video: The committee received proposed edits to the jury orientation script for review and a vote will be taken at the February 2022 meeting on the final content. The Committee also received a presentation from Dr. Gina Forrest regarding work done in other states on addressing unconscious bias and provided examples from other states on ways they have done related to jury service on this topic. The committee discussed the information presented and consider these options at the next meeting.
8. Discussion on juror questionnaire: The committee reviewed the current material for the on-line juror questionnaire project. Dr. Forrest reported on the work of the data committee under the Commission on Equity and Access in the Court System regarding demographic information. The committee agreed to work on these topics at the next meeting.
9. Discussion on juror compensation: The committee discussed the request to review the juror compensation provisions. The committee received information on the current statute and fiscal reports from the annual judicial service reports. The committee discussed different approaches, agreed to seek input from Indiana Judges Association, and discuss at the next meeting.
10. Jury trial requests and city/town courts: The committee reviewed a draft proposal to amend civil and criminal rules of court regarding jury trials in city and town courts. The committee provided input and edited the proposal. The propose was approved for submission to the Rules Committee for further consideration.
11. Other business: The committee received an update from staff regarding the benchbook updates are still in process of being incorporated and prepared for publication, proposal on Jury Rule 7 is being considered by the Rules Committee, and JMS text messaging enhancement and online questionnaire project are being reviewed by the development team.
12. Future meetings: The committee discussed the meeting scheduled 2022 meeting dates: February 25, May 20, August 19, and November 18. All meetings will begin at 9 a.m. and will be conducted remotely unless otherwise noted.

Respectfully submitted,

Michelle C. Goodman
Staff Attorney