

**Jury Committee  
Judicial Conference of Indiana**

**February 17, 2023  
Minutes**

1. Attendance: The following members participated in the meeting: Sam Cappas, Kim Dowling, Kelli Fink, Michael Fish, Brad Mohler, and Marla Clark, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman and Christa Coffey.
3. Approval of Minutes: The committee unanimously approved the November meeting minutes.
4. IOCT updates: Christa Coffey reported that the staff are reviewing the jury list process steps for the purpose of bringing recommendations to the committee to continue to improve these steps for producing the master list. As for the other JMS enhancements, staff did not have any additional updates at this time.
5. Update on juror compensation legislation: Judge Clark provided an update on the status of HB 1466, which passed the House Courts and Criminal Code Committee, House Ways and Means Committee, and the House Floor. The Senate Sponsor is Sen. Gaskill. She also noted the positive press coverage as well. The committee discussed their any local feedback.
6. NCSC study: Michelle Goodman provided an overview of NCSC study process on jury trial practices. The committee approved the proposed messages for distribution of the study links and agreed to the distribution plan to the JMS users and State Bar Association.
7. Questions for committee:
  - a. Verdict forms – The committee reviewed a question from the Rules Committee regarding the jury verdict forms and access to these court records. The committee discussed the current content and access to the verdict forms. During the discussion the committee discussed access to court records regarding jury matters more broadly, including use of juror numbers, anonymous juries, etc. The committee agreed to discuss this topic further at the next meeting.
  - b. Grand Jury procedures – The committee reviewed a question from a court regarding the required staff for grand jury proceedings. The committee provided an overview of their practice, which mainly focused on the recorder function. The committee also agreed to review the sample staff oath based on this discussion.
8. Review of Juror Trauma programs: Judge Dowling provided an overview of the discussions she had locally since the last meeting as well as feedback from the Judicial Qualifications Commission on ensuring the approach is consistent with the Code of Conduct. The consensus was to include general information in the video but ensure that there is no endorsement of a particular provider or groups of providers. The committee also discussed the statewide access to the Be Well Indiana on-line resources.
9. Future meetings: The committee’s meeting schedule for 2023 includes:
  - a. March 10, 2023 (legislation only)
  - b. April 14, 2023 (legislation only)
  - c. May 19, 2023
  - d. August 18, 2023
  - e. November 17, 2023All meetings begin at 9 a.m. (ET) and are remote unless otherwise noted.

Respectfully submitted,

Michelle C. Goodman  
Staff Attorney

**Jury Committee  
Judicial Conference of Indiana**

**May 19, 2023  
Minutes**

1. Attendance: The following members participated in the meeting: Sam Cappas, Kimberly Dowling, and Marla Clark, chair.
2. Staff Assistance: The committee received staff assistance from Michelle Goodman, Jill Russell, Christa Coffey, and Matthew Brothers.
3. Approval of Minutes: The committee unanimously approved the February meeting minutes.
4. IOCT updates: Michelle Goodman reported that OJA is in the process of renewing the data agreement with the BMV for the jury master list project. Jill Russell reported that IOCT was reviewing the jury master list process steps to continue to identify ways to improve the matching data, especially to help identify underage individuals on the source lists. IOCT will review the potential impacts and provide information to the committee to assess the next steps.

Jill Russell provided an update on the request for customizable text messages. It will not be possible to have a completely customizable message since messages must align with approved standard messaging text to improve the likelihood that the message can get delivered. We are limited to a set number of standard messages. If we add another message or remove one, the committee will need to review and discuss the options.

Finally, Jill Russell reported that their team's work with the jury management system and 84 counties are now using it. They are also continuing to work with counties on mail merge steps for questionnaires. The on-line questionnaire, pending completion of requirements, is still waiting for a developer to be available.

5. Update on juror compensation legislation: Judge Clark reported that House Enrolled Act 1466, Public Law 237, Effective July 1, 2023, signed by Gov. on May 4<sup>th</sup>, which is effective July 1. Jill Russell reported that the team is working to update the jury management system financial settings.
6. Questions for committee: The committee held further discussion on the verdict forms and grand jury oaths until the next meeting.
7. Court Personnel Conference: Judge Dowling and Michelle Goodman discussed the upcoming Jury Management session being developed for the Court Personnel Conference on July 11<sup>th</sup>. There were additional suggestions regarding tracking deferrals in the jury management system, retention schedule, and juror mileage/meals.
8. Review of Juror Trauma programs: Judge Dowling reported that her local group will be meeting next week for additional discussions. The materials reviewed so far are of limited value. Michelle agreed to reach out to NCSC as well.
9. 2023 meeting dates: The remaining meetings include August 18, 2023, and November 17, 2023. All meetings begin at 9 a.m. (ET) and are held remotely.

Respectfully submitted,

Michelle C. Goodman  
Staff Attorney