

JUDICIAL ADVISORY BOARD MINUTES

September 2, 1998

The Judicial Advisory Board of the City of Mesa met in the lower level meeting room of the Council Chambers, 57 East 1st Street, on September 2, 1998, at 8:03 a.m.

COMMITTEE PRESENT

Chairman Marilyn Wilson
James Keppel
John Kerr
Judy O'Neill
Cecil Patterson
Joe Shipley

STAFF PRESENT

Denise Bleyle
Linda Crocker
Barbara Jones
Ellen Pence
Kelly Walsh
Others

OTHERS PRESENT

Walter Switzer
Others

COMMITTEE ABSENT

James R. Hart II

Chairman Wilson excused Vice Chairman Hart and Boardmember O'Neill from the beginning of the meeting. (Vice Chairman Hart was absent from the entire meeting.)

1. Welcome and introduction of new Boardmember Joe Shipley.

Chairman Wilson introduced newly appointed Boardmember Joe Shipley and announced that Mr. Shipley will be taking the place of former Boardmember Sylvia Garcia-Suttle. Chairman Wilson and the members of the Board welcomed Mr. Shipley and congratulated him on his appointment.

2. Approve minutes of the May 13, 1998 meeting.

It was moved by Boardmember Keppel, seconded by Boardmember Kerr, that the minutes of the May 13, 1998 meeting be approved.

AYES - Wilson-Keppel-Kerr-Patterson
NAYS - None
ABSTAIN - Shipley (Was not present at the May 13, 1998 meeting and therefore did not cast a vote)
ABSENT - Hart-O'Neill

Chairman Wilson declared the motion carried unanimously by those present and voting.

3. Election of Chairman and Vice Chairman.

It was moved by Boardmember Kerr, seconded by Boardmember Patterson, that Marilyn Wilson be reappointed Chairman and James Hart be reappointed Vice Chairman for an additional term of office.

Upon tabulation of votes, it showed:

AYES -	Keppel-Kerr-Patterson-Shiple
NAYS -	None
ABSTAIN-	Wilson
ABSENT -	Hart-O'Neill

Chairman Wilson declared the motion carried unanimously by those present and voting.

4. Discuss process for filling the vacancy of magistrate.

Assistant to the City Manager Ellen Pence informed the Board that with the passing of Judge Forster, a magistrate vacancy exists and briefly outlined options for the Board to consider. Ms. Pence stated that the Board may decide to conduct an additional recruitment process and noted that the Board previously instructed staff to conduct a month long nationwide recruitment in January of this year. Ms. Pence reported that 38 applications were received as a result of that recruitment and the Board then selected candidates to be interviewed from the 38 applications. Ms. Pence reported that 14 were interviewed and 2 were selected for positions with the City of Mesa. Ms. Pence advised that the recruitment process from beginning to end lasted approximately 5 months.

Ms. Pence added that another option for the Board to consider is to review the list of the remaining candidates and said that the candidates' applications as well as video tapes of the actual interviews are available for the Board to consider. Ms. Pence said that the Board may decide to re-interview a number of the candidates who are still eligible for consideration.

Ms. Pence informed the Council that the 12 people who applied for the position previously could be contacted and asked if they would like their applications to be resubmitted and considered in the next interview round. Ms. Pence stated that the candidates would have an opportunity to update the information to include any substantial changes to the initial application.

Chairman Wilson introduced Presiding City Magistrate Walter Switzer to those present at the meeting.

In response to a question from Chairman Wilson, Judge Switzer advised that should the Board decide to initiate an additional recruitment process, the current vacancy would be filled by pro-tem judges until the actual appointment occurs. Judge Switzer commented that although it is preferable to fill the position as quickly as possible, staff will accommodate whatever course of action the Board decides to take.

Judge Switzer noted that the Board may initiate a totally new recruitment process and allow the candidates from the previous process to submit a letter asking to be considered once again for an appointment. Judge Switzer added that the candidates may list any changes to the original application in a letter to the Board. Judge Switzer stated that an additional option would be to allow the three new members of the Board to review the taped interviews. Then, after deliberation, the Board could submit a list of three candidate names

to the City Council (which may or may not include the names of the four candidates who were not selected in the previous round) for their review and consideration.

Judge Switzer advised that the final option would be to advise the City Council that four names remain from the last recruitment process and request that the Council select a candidate for appointment from that list.

In response to a question from Boardmember Keppel, Chairman Wilson advised that in accordance with the ordinance governing the Board, members of the Board are encouraged to invite candidates to apply and participate in the interview process.

Senior Human Resources Analyst Kelly Walsh informed the members of the Board that the remaining candidates are still eligible for consideration.

Boardmember Keppel recommended that the applications for the candidates who previously applied for appointment during the last recruitment process remain active and allow the candidates an opportunity to submit a letter containing any major revisions to the initial application. Boardmember Keppel added the opinion that the interviews should be conducted in person rather than solely reviewing the tapes of the previous interviews.

Boardmember Shipley commented that unless there is any reason why the list of six names that was previously submitted to the Council for consideration should not be resubmitted, this option may prove to be the most expeditious manner in which to proceed.

Boardmember Patterson stated the opinion that the Board should either notify the Council that there are four active names from the previous recruitment that should be considered for the current open position or contact the eleven qualified candidates, advise them that their applications are being reactivated unless they desire otherwise, and allow them an opportunity to update their original application.

(Boardmember O'Neill joined the meeting at this time.)

Discussion ensued among the members of the Board relative to opening the recruitment process to allow candidates who did not apply during the previous recruitment process to participate and various options that may be considered.

It was moved by Boardmember Keppel, seconded by Boardmember O'Neill, that an open recruitment process be initiated, that the previous applicants be contacted and allowed to indicate whether they are interested in using their previous applications for consideration during the upcoming recruitment, and that the previous applicants be allowed to submit a letter with any major revisions to their original applications.

Chairman Wilson declared the motion carried unanimously by those present.

5. Scheduling of meetings and general information.

Next meeting: Wednesday, October 7, 1998

Discussion ensued among the members of the Board relative to regularly scheduled meetings and it was determined that in order to meet the scheduling demands of the various members of the Board, the regular

meetings will occur on Fridays rather than Wednesdays at the same starting time of 8:00 a.m. through 1998 and that the Wednesday 8:00 a.m. meeting date and time will resume effective January 1, 1999.

6. Adjournment.

Without objection, the meeting of the Judicial Advisory Board adjourned at 9:12 a.m.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Judicial Advisory Board meeting of the City of Mesa, Arizona, held on the 2nd day of September 1998. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ____ day of _____ 1998

BARBARA JONES, CITY CLERK