

**ABA JUDICIAL DIVISION
NATIONAL CONFERENCE OF ADMINISTRATIVE LAW JUDGES**

**NCALJ Executive Committee Meeting
Sunday, August 5, 2001
Hotel Inter-Continental
Chicago, Illinois**

Participants: [see attached list]

The new Chair of the Conference, Judge Jodi Levine, convened the meeting at 8:15 a.m. She offered greetings and welcoming remarks to inaugurate her expansive plans for the coming year. At her behest, a motion was passed to acknowledge the past chairs in recognition of their contributions as past leaders to our conference heritage as we build on what has gone before. A list of the past Chairs is shown in the current JD Record. Judge Carroll Little advised that he had compiled such a list in connection with the 25th anniversary celebration and would try to retrieve it.

The Chair outlined her most important goals: Outreach and Fulfilling the Obligation to Give Back.

She noted that she and committee chairs had already spoken about plans for the conference. She suggested specific projects such as collecting toiletries from our hotel stay in Philadelphia (Mid-Year Meeting, February 2002) for distribution to local organizations there. She encourages recycling. To support outreach, we can take advantage of technology, such as putting minutes of our meetings on the NCALJ website. A Web Board will be established. She wants us to be interactive with the entire ALJ community, such as with the ALJ Summit group in Washington, DC, which relates to federal ALJs but with overlapping issues; and by reaching out to “specialty” bar associations for participation, collaboration, and membership potential. NCALJ will continue its working relationship with NAALJ, AALJ, HHS judges [who have recently formed a union] and similar groups. She suggested the conference could address the issue of judges’ unionizing from a scholarly point of view. Also co-sponsorship with other ABA sections is important. Overall she wants our conference to be stars, and to be recognized as leaders in the ABA and the community.

Future programs in Washington DC (fall 2001) and Philadelphia were discussed. [see discussion below]

A preliminary report of proposed changes to the Annual Meeting structure supported by new ABA President Hirshon has been released. It would have serious deleterious impact on our conference. The Chair of the Judicial Division has convened a Task Force to analyze the impact and respond to the proposed changes. Judge Levine appointed Judge Ruth Kleinfeld to serve as NCALJ’s liaison to the Task Force so that we have input into

the JD position. This will be further addressed at the Section Officers Conference in September 2001.

The Chair announced that the Nominating Committee members are: Judges Ed Felter, Chair; John Hardwicke, Vice Chair; Chris Graham, Tela Gatewood, Larry Craddock, Jean Cooper, and Ruth Kleinfeld. She emphasized that diversity of thought and other factors is an important element in building our leadership and the strength of the conference. She urged members to contact people on the Nominating Committee with suggestions.

Judge Ed Schoenbaum reported on the status of the pending proposed changes to the Ethics code. A very broad term “matters” is to be more precisely and better defined. Judge Yoder noted that he attended a meeting of the Standing Committee on Ethics and observed that inasmuch as the proposed changes are being considered serially, it is unlikely that the sections that concern us, such as the extension of the “substantially related” language, will be reached before the Mid-Year meeting in Philadelphia. Judge Don Jarvis reported that JD Council voted to have its House delegate, Charles Patterson, go uninstructed

Judge Schoenbaum also noted that last Friday’s program and today’s program on Courts & Community were digitally recorded to be made available for members unable to attend the live programs.

Judge Felter reported that JD Council voted to support the homeless resolutions and the resolution on constitutional rights. He announced that TIPS will now support our resolution on the administrative judiciary [101B] Government & Public Sector Lawyers is also cosponsoring. It may be possible to get it onto the consent calendar.

An extended discussion of the Washington DC program on ethics (Appearance of Impropriety) took place. The program chair Candy Steel welcomes all suggestions of resources, scenarios, format, etc. Her email address is candida_steel@ios.doi.gov Until October her address is 4015 Wilson Boulevard, Arlington VA 22203. Judges Cooper, Felter and Solomon discussed resources. Judge Butler emphasized that “less is more” when presenting an interactive program, to leave time for participation by the audience. Judge Goodwin who will chair the Mid-Winter program suggested continuing then with scenarios that are not presented in Washington. It was also suggested to work with other JD conferences on ethics issues, particularly if we continue this into the Annual Meeting in Washington DC in summer 2002. Judge Kleinfeld is responsible for overall coordination of the education programs.

Also in connection with education programs, Judge Errol Powell noted that he knows the incoming president of the National Bar Association in DC and would like to do a program with that group. Judge Levine wants to reach out to state and local bar associations in addition to non-lawyer organizations. Judge Chris Graham, as Co-Chair of the Courts and Community Committee, will oversee this outreach.

Judge Greg Holiday discussed the JD website, noting that the NCALJ page received the 4th largest number of hits. He recommended that members read the Frequently Asked Technology Questions, an ABA document that is extremely helpful. He encouraged all members of the committee and other members to obtain an ABA email address which functions as an email forwarder to the member's regular email. It facilitates ABA-related communication and is a valuable member benefit at no expense. It offers virus protection, and addresses can be grouped (i.e. distribution lists can be easily developed). Judge Holiday also referred members to page 12 of the FATQ for a discussion of the utility and mechanics of a Web Board. Judge Levine suggested that the Health & Benefits Committee should be one of the first to start a committee web board. Judge Solomon stressed that privacy is a major concern. The concept is to be extended to a NCALJ-wide Board. Judge Levine is also chair of the Judicial Division's Technology Committee, and is most enthusiastic about NCALJ leading the way for other conferences and the JD in the use of the web boards and the list serves.

Judge Kleinfeld reported Judge Ann Young's suggestions for addressing the issues of the proposed annual meeting changes. Transportation to the Annual Dinner in Honor of the Judiciary was noted to be provided in the form of one bus, leaving at 6:00 p.m.

The meeting was adjourned at 10:17 a.m.

Respectfully submitted,

Ruth Kleinfeld, Secretary *pro tempore*

DRAFT MINUTES August 8, 2001 FOR NEW EXEC COMMITTEE