

## NMI JUDICIAL COUNCIL

Minutes of Meeting  
Wednesday, November 20, 2013 (continuation of July 24, 2013 meeting)

Guma' Hustisia Supreme Court Courtroom

### Present:

Voting Members: Chief Justice Alexandro C. Castro, Associate Justice John A. Manglona, Associate Justice John A. Manglona, and Presiding Judge Robert C. Naraja

Non-voting Members: Acting Director of Courts Sonia A. Camacho, Clerk of the Supreme Court Deanna M. Manglona, Clerk of the Superior Court Patrick V. Diaz, Legal Counsel/LRC Director Michael A. Stanker

### Not Present:

Voting Members: Associate Judge David A. Wiseman

Non-voting Members: NMI Bar Association President Sean E. Frink

### Discussion:

#### 1. Preliminary Matters

*Call to Order.* The Council recessed on July 24, 2013 at 4:42 p.m. and reconvened on Wednesday, November 20, 2013, at 9:51 a.m. Chief Justice Castro called the regular business meeting to order in the Guma Hustisia/limwal Aweewe/House of Justice Supreme Court Courtroom.

*Roll Call and Establishment of Quorum.* A quorum was established with four voting members of the Council present.

*Adoption of Previous Meeting Minutes.* CJ Castro opened the floor for review and adoption of the minutes of February 21, 2013. AJ Inos moved to adopt the meeting minutes, and PJ Naraja seconded. Without opposition, the motion was carried.

*Adoption of Agenda.* CJ Castro opened the floor for review and adoption of the July 24, 2013, (November 20, 2013) meeting agenda. PJ Naraja, and AJ Inos seconded. The agenda was unanimously adopted.

#### 2. Communication from Legislature, Executive Branch, and Other Government Agencies

*05/22/13 Memorandum from the Governor Re Labor Day Committee Chairman.* This item was discussed in the July 24, 2013, meeting.

*06/20/13 Memorandum from the 2013 Labor Day Committee Chairman.* This item was discussed in the July 24, 2013, meeting.

*07/03/13 Memorandum from the Governor Re Administrative Leave on 7/5/13.* This item was discussed in the July 24, 2013, meeting.

*07/03/13 Letter from the Office of Personnel Management Re Civil Service System.* This item was discussed in the July 24, 2013, meeting.

#### 3. Communication from Other Entities

*06/25/13 Letter from KSPN2 News Director Re Cameras in the Courtroom.* This item was discussed in the July 24, 2013, meeting.

4. NMI Bar Association

*Conflicts Counsel Program.* This item was discussed in the July 24, 2013, meeting.

*Community Outreach Projects.* This item was discussed in the July 24, 2013, meeting.

5. Clerk of Court Reports

*Clerk of Court for the Supreme Court.* This item was deferred to the next meeting.

*Clerk of Court for the Superior Court.* This item was deferred to the next meeting.

6. Division Reports

*Family Court Division.* This item was deferred to the next meeting.

*Office of the Commonwealth Recorder.*

- Digital Imaging Project. This item was deferred to the next meeting.

*Office of Adult Probation Supervision.*

7. Commonwealth Judiciary Administrative Office Reports

*Information Systems Unit.* This item was deferred to the next meeting.

*Building Maintenance Unit.* This item was deferred to the next meeting.

*Marshal Service Division.*

- August 27, 2012 Acting Chief Marshal Report. This item was deferred to the next meeting.
- Draft SOP and Armory Policy. This item was deferred to the next meeting.
- Memorandums of Understanding: Department of Public Safety and Department of Corrections. This item was deferred to the next meeting.

*Human Resources Unit.*

- Personnel Update. This item was deferred to the next meeting.
- 2013 Labor Day Committee. This item was discussed in the July 24, 2013, meeting.
- Employee Code of Conduct. This item was discussed in the July 24, 2013, meeting.
- Employee Dress Code. This item was discussed in the July 24, 2013, meeting.
- Timekeeping Procedures Draft Policy. This item was discussed in the July 24, 2013, meeting.
- Staff Development Training. This item was discussed in the July 24, 2013, meeting.

*Administrative Services Unit.*

- Accountant II Report. This item was deferred to the next meeting.
- Administrative Officer/PIO Report. This item was deferred to the next meeting.

*Acting Director's Report.*

- FY 2013: Judiciary's Fund Status. This item was discussed in the July 24, 2013, meeting.

- FY 2014: Status of Budget Proposal. This item was discussed in the July 24, 2013, meeting.

8. Law Revision Commission

This item was discussed in the July 24, 2013, meeting.

9. Legal Counsel's Report [*Executive Session*]

This item was discussed in the July 24, 2013, meeting.

10. Unfinished Business

*SJI Grant: NCSC Contract for Personnel and Procurement Regulations.* This item was discussed in the July 24, 2013, meeting.

*COOP Plan.* This item was discussed in the July 24, 2013, meeting.

*NCSC 2008 Report: Strategic Plan and Time Standards for CNMI Judicial Branch.* This item was deferred to the next meeting.

*Formation of Standing Committees.* This item was deferred to the next meeting.

11. New Business

*Capital Improvement Project (CIP) Assistance: Guma' Hustisia Transformer* This item was discussed in the July 24, 2013, meeting.

*Homeland Security Assistance: Guma Hustisia Door Locks.* This item was discussed in the July 24, 2013, meeting.

*Fiduciary Account.* This item was discussed in the July 24, 2013, meeting.

12. Other Business

*Community/Public Events Expenditures.* This item was deferred to the next meeting.

*Fleet Management.* This item was deferred to the next meeting.

*Position Restructuring.* This item was discussed in the July 24, 2013, meeting.

13. Announcements

*Pacific Judicial Council: August Conference in Guam.* This item was deferred to the next meeting.

14. Adjournment

AJ Inos moved to adjourn the regular business meeting, and PJ Naraja seconded. The motion was carried, and the Council adjourned on Wednesday, November 20, 2013, at 10:01 a.m.

Minutes submitted by: Martha B. Mendiola, Legal Secretary

Approved by: Alexandro C. Castro, Chief Justice