

CADs/FJC Coordination Meeting
Friday, July 15, 10:00-11:15
at the CADs

Proposed Agenda

1. CADs Update - Glen Palman

Bankruptcy - Glen Palman
District - Lydia Pelegrin
Appellate - John Hehman
Policy - Abel Mattos
Other reports of interest - Invited staff

2. CED Update and FY95 Training Plans - Emily Huebner

— Clerk's Office Programs - Bob Fagan
— Management Programs - Marilyn Vernon
— In-Court Programs - Barbara Anderson
— Other reports of interest - Invited staff

3. Research Division - Donna Stienstra

4. Discussion of current issues effecting the courts - Glen Palman

5. Setting date of next coordination meeting at FJC - Emily Huebner

DONNA - current FJC research
day manual on how to do evaluations

ADR manual

CIVIL W/ CED ? ADR implementation WORKSHOP in oct.

EMILY → CLERKS Office WORKSHOPS
BOB FAGANS
PRICE → Center budget cut last 2 yrs; hopefully same this year.

Mme: CLERKS MANUALS should be lump docs. + very have
sympathetic rela. w/ FJC. mgmt training programs
one vs FJC + A. V. efforts should re-enforce each other

MARILYN: MGMT. INST. for MID-level Ct. execs.; attendees write papers for admission
INFLUENCE w/ AUTHORITY (BOOK) was 130515
1 wk long (Nov)

- MANAGING TECHNICAL Professional

- merit
- train
- hire

- Make Siegel's project manager

- ct. Manger leaderships devel. program (swdcp)

career devel. partner

BARB ANDERSON

Training for trainees on OJT. MIND. CTS

3 sessions, Aug - Feb

MAXIMIZING PRODUCTIVITY

CAD briefing on Mon.

looking TO LINE STAFF training
TQM training modules



NEXT time: resource/need/strategic planning (for John)
CAD reports (now)

Nov 1-4?

THURS, NOV 3, 10 AM @ FUS.

FTR/NO 13d.

P.O.C. / NO TRAINING Meeting

July 17

me to Emily: HANDBOOK for Ct Room Deputies - ADD forms;
- Seq. CTR staff

PUBS
|
BE
|
FRONT
|
re:
|
JUSTICE DEPT.

LYON - cross-training

How effective
approaches

TEAM CONCEPTS

BARB ANDERSON: day training of trainees on TEAM concept

LYON - MANUALS

INSTITUTIONAL CONCEPTION

films / HANDBOOKS

Emily = 15T 4R on Bench