



# Meeting Minutes

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**Committee Name: Local ATJ Support Subcommittee**

**Date: 11/8/2023, 4:00PM**

**Attendees:** Justice Melissa Hart (Colorado Supreme Court), Jeanna Baitlon (11th JD), Chief Judge Blanco (Guest - 8th JD), Kristi Bloodworth (5th JD), Rachel Brock (6th JD), Norman Campbell (17th JD), Samantha Caravello (2nd JD), Evgeneia Dolos (14th JD), Hon. Stevie Gagliano (13th JD), Deb Hamilton (4th JD), Diana Helmy (Guest - Language Access Analyst, Judicial Department), Kip Kolkmeier (1st JD), Sarah Lipka (4th JD), Chief Judge Mark MacDonnell (16th JD), Laurie Mactavish (5th JD), Magistrate Kandace Majoros (8th JD), Chief Judge McGuire (13th JD), Chief Judge Clay McKisson (16th JD), Alisiana Medina (20th JD), Faith Miller (ATJC Extern), Toni-Anne Nunez (Metro Volunteer Lawyers & Denver Bar Assoc.), Elisa (Emo) Overall (ATJC), Rebekah Pfahler (Guest – Colorado Legal Services), Casey Quillen (14th JD), Gail Rodosevich (10th JD), Jeff Rup (Colorado Judicial Institute), Daniella Shively (21st JD), Dan Taubman (ATJC), Marie Toyama, Christina Van Wagenen (Guest - Clerk, Colorado Supreme Court).

## **Agenda Items**

1. Virtual Proceedings Subcommittee: presentation by Chief Judge Susan Blanco and Diana Helmy.
  - a. **Decision made by vote:** n/a
  - b. **Action item:** Create partnerships between Virtual Proceedings Subcommittee, local ATJ representatives, and community partners to compile lists of local places where people can connect to virtual court hearings and potentially research grant opportunities for soundproof pods.
    - i. **Person(s) Responsible:** Virtual Proceedings Subcommittee, any interested ATJ representatives
    - ii. **Deadline:** none mentioned
  - c. **Action item:** Send out survey to ATJ representatives throughout the state to determine what progress has already been made in this area (e.g. 4<sup>th</sup> Judicial District's partnership with local public libraries)
    - i. **Person(s) Responsible:** not decided
    - ii. **Deadline:** none mentioned
  - d. **Additional notes:** Slides from this presentation will be emailed to Local Support Subcommittee members.

2. Licensed Legal Paraprofessionals (LLP) Program: presentation by Toni-Anne Nunez and Rebekah Pfahler
  - a. **Decision made by vote:** n/a
  - b. **Action item:** n/a
  - c. **Additional notes:** The presentation included information about pathways to LLP licensure, the scope of the LLP role, and next steps for the months leading up to the first LLP licensure exam in April, 2024. The slides from this presentation will be emailed to Local Support Subcommittee members.
  
3. Feedback regarding October Legal Resource Days
  - a. **Decision made by vote:** n/a
  - b. **Action item:** Provide participation numbers and brief thoughts/reflections to Emo Overall
    - i. **Person(s) Responsible:** any subcommittee members who have this information for their judicial district
    - ii. **Deadline:** none given
  
4. Local ATJ Committee Resources Google Drive: presentation by Jackie Marro
  - a. **Decision made by vote:** n/a
  - b. **Action item:** Share resources created by/for local ATJ committees, following ground rules for file size and naming conventions and checking materials for needed updates annually.
    - i. **Person(s) Responsible:** all subcommittee members
    - ii. **Deadline:** none
  - c. **Additional notes:** Emo Overall and/or Jackie Marro will email out a link to the Drive and a reminder of the ground rules. Moving forward, they will also remind subcommittee members when it's time for the annual update review.
  
5. ATJ Hours Reporting
  - a. **Decision made by vote:** n/a
  - b. **Action item:** Self-report hours spent on ATJ efforts in shared spreadsheet
    - i. **Person(s) Responsible:** all subcommittee members and local ATJ committee members who are willing to share
    - ii. **Deadline:** none provided
  - c. **Additional notes:** Emo Overall will aggregate the hours worked and use that data in an annual report toward efforts to increase funding for ATJ projects. Reporters are welcome to share their hours anonymously if preferred.

**Next meeting:** January 2024