

A FAREWELL MESSAGE TO OACA:

This message is going to be a little different than my past because it will be my last, and I really want to focus on OACA and what this organization has meant to me - both personally and professionally.

I would like to start this as a big THANK YOU TO EACH AND EVERY ONE OF YOU!!! To those who I met over 12 years ago when I attended my first OACA conference: you definitely made an impact on me early in my court career and were a vital part in instilling the drive, determination and passion for the court system that I still carry today. To those new faces at OACA that I met this year: your excitement was and is an inspiration to me. You are invigorating and like a breath of fresh air. Some of you have never worked in a court before and are now in the trenches, starting from the ground up. Having to learn hands-on with little to no training, which unfortunately, is the norm in some jurisdictions. Some of you have received your diploma and are fresh out of school and have made the decision that the judicial system is where you feel you can make a difference. OACA can and will be a priceless resource for you! Lastly, to all those whom I have met through the years (both conference attendees and board members), I cannot begin to express what you have meant to me. I have always looked forward to catching up and connecting with you all. You have become like an extension of my family and friends and for that I feel an immense amount of gratitude. I feel very lucky and consider myself fortunate to have been given the opportunity to serve OACA for the better part of the last decade and I'm going to miss you!

Your newly elected board is diverse and ready to work hard for you all and I am beyond proud! Proud for not only the willingness to serve, but also for the depth of knowledge/experience and the perspective that they will bring. We all know that laws change and evolve. As an organization OACA has to evolve as well. There has been a concerted effort by the board regarding some significant changes with how OACA, as a professional organization, is managed; both from your feedback on the surveys and/or from emails and face to face discussions. I sincerely hope that those efforts have been noticed, whether it's the thought that "this feels different" or you bear witness in person to the changes in process and procedure. I hope you see an evolution. An evolution which will continue and will help OACA not only survive, but thrive. Change takes time and it does not happen overnight but, have no doubt, you all matter and are all the driving force in past, current and future implementations.

My new role will be as Immediate Past President and you will still be seeing me around some. You haven't gotten rid of me yet ©. I made the decision a year ago to go back to college to earn my Bachelor's Degree in Criminal Justice and have

2019 POST-FALL

REGON ASSOCIATION FOR COURT ADMINISTRATION

ABOUT OACA

Oregon Association for Court
Administration is a professional organization committed to excellence. The association was established in 1977 and is
Oregon's only organization for court professionals and those interested in the Courts of Oregon. Our membership includes Justice, Municipal, Tribal and State Court Staff, students, vendors, active and retired judges, and others who share an interest in Oregon
Courts.

OACA MISSION

The goal of the OACA Board is to provide beneficial and reasonably priced learning experiences. This is done through conferences held biannually, one in the spring and one in the fall. Each conference provides formal training and allows attendees the opportunity to network with people from similar court environments. The Board works very hard to develop the educational agenda for each conference.

www.oaca.org

PRESIDENT'S MESSAGE (cont.)

been attending school full time since, which has been quite an undertaking! I soon realized that I am not alone. There are quite a few OACA members and Officers of the board who have earned their degrees and many who are working full time and continuing their education in a formal setting. I am, and continue to be, inspired by you all.

I have made some lasting friendships and have been mentored by some amazing people, which is all attributed to OACA. Do not doubt that an individual can make a lasting impact, because it absolutely can, does and will!!

All my best,

Shawn Branson

Past President

CONFERENCE UPDATE

Hello Everyone! I hope you all enjoyed the Fall conference, it was great to see familiar faces and get a chance to meet and welcome so many new members.

For 2020, our Spring conference is being held at the Newport Best Western Agate Beach Inn. The address is 3019 North Coast HWY, Newport Oregon 97365. The Spring Conference will be held April 20–22, 2020. Please make sure you get your hotel room reservations early!

More details about the Spring conference will be in the Spring edition of the Echo newsletter, coming out in February. The March 2020 conference and hotel registration dates and scholarship deadlines will be listed in the Spring ECHO and on oaca.org.

I hope you all have a wonderful holiday with your family and friends. I look forward to seeing you all at the Spring conference in 2020!

Cheri Coble, Conference Vice President

SAVE THE DATE!

OREGON ASSOCIATION FOR COURT ADMINISTRATION SPRING CONFERENCE

APRIL 20-22, 2020
BEST WESTERN AGATE BEACH INN,
NEWPORT OREGON

MEMBERSHIP

What an excellent fall conference in Springfield! There was an awesome turnout with over 100 people in attendance to enjoy the educational classes and networking opportunities.

Renewal Time

As the new year approaches so does the time to renew your OACA membership. Membership is valid from January 1st to December 31st and must be renewed each year by submitting your membership application online. Don't miss out on the great opportunities that membership provides, including:

- Enriching continuing education
- Access to members-only section of the OACA website
- Discounted conference registration fees
- Ability to network with other court professionals

Remember, if you are unable to submit your application online and need assistance, please contact Mary Quinn, Membership Vice President.

Refer a Friend Incentive!

As of November 2019 OACA has recorded 132 active and associate members and 28 new members. Let's increase that number by sharing our wonderful organization with other court professionals and refer a friend! Each active member that refers three new members in a calendar year will earn a free annual membership; for five new referrals, you will earn a free conference registration! That's a huge incentive so be sure the new member provides your name on their application.

If you have any questions regarding your OACA membership, please contact me at (503) 786-7520 or email me at quinnm@milwaukieoregon.gov.

Mary Quinn, Membership VP—Milwaukie Municipal Court

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EDUCATION

Hello Everyone,

I hope everyone enjoyed the Fall conference and was able to take some valuable information back to your courts to use in your everyday life.

On Sunday morning, we started off with our new member breakfast to welcome our new members to the organization and to get them familiar with OACA. Then, we had a welcome to the conference and the board introduced ourselves and made announcements along with answering any questions about OACA.

Also, on Sunday we had legislative updates from Judge Myers and finished after lunch with a presentation by Ben Byrne on Sovereign citizens. During our annual meeting and luncheon we adopted changes to the bylaws and voted in a new board. Then we ended our day with the Court Connections Banquet.

On Monday we had a full day starting with Ethics and RAP sessions. Then after lunch a class on Court A-Z and Management 101. On Tuesday, we had a presentation on the Homeless Brain from Stephen Goins and DMV giving us an update on what is new.

It has been a pleasure to serve as your Education Vice President; if you have any suggestions for speakers or topics in the future, please contact your newly elected Education Vice Presidents are Debra Arnsten and Emira Vejo.

Carla Bantz, President—Milwaukie Municipal Court

CERTIFICATION

Not familiar with OACA's certification program? There is a handout on our website under Education, which explains the certification program requirements and how to submit your certification paperwork. The spreadsheet will assist you with tracking classes and training sessions in the appropriate categories, along with date, type of credit (ex: OACA, NACM, etc.), coursework description and the credits earned. The spreadsheet will calculate the credits for you. Remember...it's your responsibility to complete the spreadsheet when submitting your application and paperwork for certification.

Think you may have enough credits for certification? Dig out all those conference attendance sheets and enter them onto the OACA Certification log sheet. If anyone has certification paperwork ready for any of the 3 levels of certification, please forward to Debra Arnsten or Emira Vejo for review and approval. Spreadsheets and applications are located on the website. These must be included in your submittal for certification.

If you have any questions, feel free to email the Education Vice Presidents.

Carla Bantz, President—Milwaukie Municipal Court



Session Title: Municipal Court Rap Session

The Rap Session is one of my favorites at the conference. It's a great opportunity for an exchange of ideas and information. We were very lucky to have Carla Bantz host our session; she is full of knowledge and kept the group talking.

Our first topic was "How to get out of state plate information on parking tickets?" You have to obtain it through DMV, with log in access. We discussed how courts have different procedures for Failure to Appears. Some give second chances, some double the presumptive fine and sanction their license. All courts are experiencing high volumes of FTA's.

We talked about E-court and who had it. Where do you send someone for discovery and do you charge? Most said they send them to police department and do not charge unless they want a CD. We discussed preferences regarding online classes verses in person for traffic school, trauma nurse etc. A lot of the courts use U-turn 180 which provide both.

Submitted by: Pamela Ganey

Session Title: Muni Court/Misd Rap Session

Courtroom/Courthouse security policies were discussed. Springfield Municipal was seeking feedback from other courts around what they have in place. A request was made for courts to share their written policy/procedures. There was conversation around Chapter 13 Bankruptcies; one court was asking best practices on how to handle cases when they are included in a Chapter 13.

The group discussed Violation Bureaus and of those courts that have them, what does the Judges delegation look like for those courts? A request was made to have courts that are Violation Bureaus share their judicial delegations with OACA. The Violations Bureau is helpful to allow the front counter clerk(s) to handle certain processes (if eligible) without the defendant having to go into court to get the same outcome.

We talked about the different software programs used and pros and cons of these. All were encouraged to reach out to other Courts utilizing the *(cont)*



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Alice Ray-Graham, Chief Marketing Officer









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(Muni Court/Misd Rap Session continued)

same software to info-share and problem solve different issues that can crop up. There was a discussion about the percentage of the presumptive fines/fees that are distributed and how this is done. ORS was discussed and courts were encouraged to talk to their City attorney to gain clarity and to ensure their cities are in line with the law.

Fingerprinting – One court was seeking information on how other courts are handling Fingerprinting. This particular court that started the discussion, the court clerks are handling it themselves with ink and paper in the courtroom. Some Courts police are handling fingerprinting on the front end and courts are not involved whereas other courts have a fingerprinting kiosk in their courthouse lobby operated during certain hours by police. There was quite a range on how different cities handle fingerprinting. Some jurisdictions county jails would assist where others refused. One Court Administrator was clear that fingerprinting is a function of law enforcement, not the court. It was clear several cities are dealing with different political barriers to having Fingerprinting run through law enforcement. Some courts participated in a lottery (or waiting list?) to get a free LiveScan fingerprint machine.

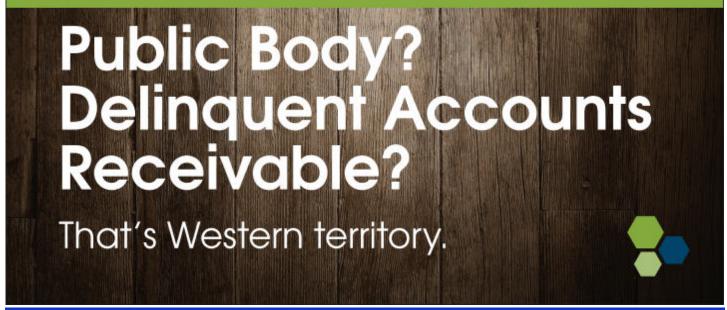
Tyler Incode- One clerk asked how other courts that use Tyler as their software handle cases that are joint and several in relation to restitution. One answered that whenever this crops up they have to babysit the process to ensure the outcome is correct because if not, Tyler will pay one victim off at a time, which is not the intention.

Submitted by: JudyAnn Dugan and Cheri Coble



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Session Title: Justice Court Rap Session

The session was well attended with 17 justice court staff in attendance. We talked about the recent civil fee increases and went over the fee schedule. There is an updated DUII Diversion Petition and Agreement effective October 1, 2019. Forms and other information are available on the Oregon Judicial Department website https://www.courts.oregon.gov.

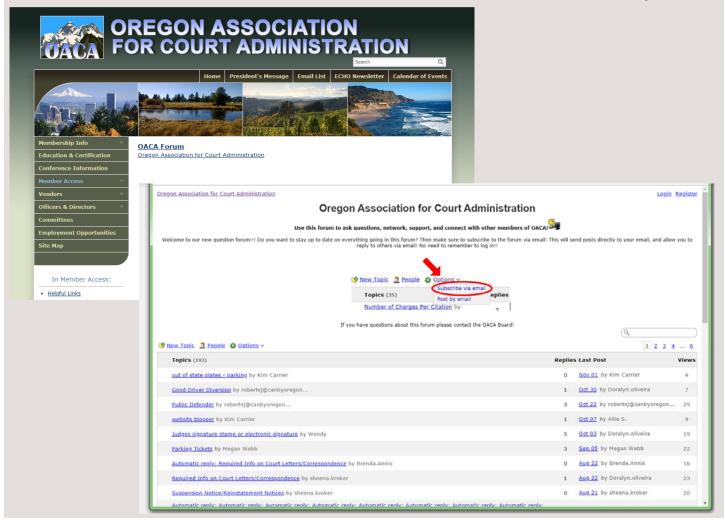
Security was a hot topic, both in the court room, court offices and in our personal lives. We talked about how you sign court letters, do you use your full name or initials? What about social media? How do you inform other staff of potential security risks in and out of the court room? Some have panic buttons, some use messenger applications to silently warn co-workers.

There was a little discussion about MAJIC and its merge functions. Mark Ruis from Point & Pay spoke about the new pilot programs called "bill pay" which is a new portal for recurring payments.

As usual, there was a lot of good discussion and idea-sharing between attendees.

Submitted by: Donna Poirier

Still have more questions that you were unable to have answered during your rap session? Check out the OACA Forum, located in the Member Access section on oaca.org. You can use this forum to ask questions, network with fellow court clerks, and connect with other OACA members! Check it out today!



Are You In The Know?

Stay current with OACA events, question forum, conference materials, legislative updates, job openings and more!

Check out the Member
Access section on
www.oaca.org today.

Session Title: Legislative Update, by Judge Carl Myers

Judge Carl Myers presented on the past Legislative Session. He mentioned the dynamics of this session, with House and Senate bills needing enough democratic votes to veto the Governor and the divisive Cap and Trade bill. He discussed new legislation for the courts: Everyone having an Oregon Drivers License (treated as a right); House Bill 2616, which would prevent suspensions due to failure to pay a court fine; Senate Bill 79 allows Department of Revenue to do full collection procedures and will take effect Jan 1, 2020. This will not impose high collection fees, which are deemed more suitable; House Bill 3214 provides more allowances to an individual with a hardship permit for themselves or a member of the family. Along with new legislation for local court, he also discussed bills of interest and important bills that did not pass but may come up in the future. We thank Judge Myers for his efforts and informing us of this new information.

Submitted By: Laura Balagot

Session Title: Sovereign Citizens, by Benjamin Byrne

The session Sovereign Citizen was presented by Benjamin Byrne. Benjamin is a former Police Officer who has been researching sovereign citizens since 2010. He now teaches government officials across the United States about them.

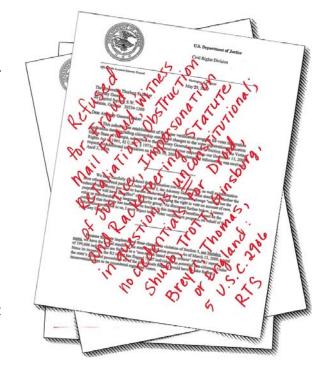
The Southern Poverty Law Center has given this definition of the sovereign citizen movement: "The strange subculture of the sovereign citizens movement, whose adherents hold truly bizarre, complex antigovernment beliefs, has been growing at a fast pace since the late 2000's. Sovereigns believe that they - not judges, ju-

ries, law enforcement or elected officials - get to decide which laws to obey and which to ignore, and they don't think they should pay taxes."

The sovereign citizen movement began in 1977 and got "fired up" again in 2008. They are present in the USA, Canada, Australia, and Europe. They employ several tactics toward law enforcement and court officials, such as, articulating word definitions, claiming their rights and beliefs which don't align with the actual law. Things we have experienced in our court specifically are, the filing of multiple motions, sending a lot of correspondence, they bring in "representatives" that are fellow sovereigns, and they are usually argumentative towards the judge as well as court staff.

If you have or think you have encountered a sovereign citizen or have questions, contact the Diplomatic Security Center at 1-866-217-2089 or the Oregon TITAN Fusion Center at 1-877-620-4700.

Submitted by: Melissa Harmon



Courtesy: Southern Poverty Law Center

Session Title: Ethics-Holding Public Officials to a Higher Standard, by Tammy Hedrick

The topic of ethics is one of extreme importance to careers in the public sector. The presenter, Tammy Hedrick, was well-versed in the topic of ethics. As she presented the subject matter, she requested that everyone in the audience try to focus on applying the provided information to personal scenarios that they may encounter in their own work environment.

A public official is most easily defined as a person who is serving the state of Oregon. As a public official, you cannot use your position for financial gain. Financial gain could mean creating opportunities for yourself to benefit financially, as well as finding opportunities to avoid expenses. Financial gain can be applied to yourself, personally, or to friends or relatives. In order to avoid situations where you may be compromised, ethically, you should always ask yourself the question, "would I have this opportunity if I wasn't a public official?"

The audience was posed the scenario of bringing a child's fundraiser into the office for everyone to contribute. Is this considered unethical? By the presenter's standards, yes, this is considered unethical, as the building is owned by your employer, and you are doing the fundraiser on the "public's time."

The presenter also took time to clarify how to handle gifts. This is done in three steps: you must first determine if it is considered a gift (something of economic value), you must know your gift limit (\$50 in a calendar year), and you must know what is not considered a gift. Anything given to you by relatives, subscriptions, food/beverages at planned events, and continued education are all examples of items that are not considered gifts under ethics law.

As a public official, you must report all conflicts of interest immediately. These must be provided to your employer as a written notice that describes the nature of the conflict. You must request a disposal of the matter. Your employer is required to respond immediately and assign the task to someone else to eliminate the conflict.

As court clerks, we are often face to face with the public. This can lead to an increased risk of encountering a situation where these principles may need to be applied. I found this presentation to be eye-opening to a number of practices done by the court that may be considered unethical.

By: Lindsey Shelton

Session Title: Court Clerk 101, by Cheryl Stone

Cheryl Stone, Court Administrator for the Eugene Municipal Court gave a very informative presentation on the process and procedures of courts. The session was called "Courts A to Z" which covered several topics such as the Purposes of the Courts, Due Process, Accusatory Instruments, Citation Requirements, Violation Bureau's and Appeals.

She explained that Due Process is the right of all persons to receive the guarantees and safeguards of the law and the judicial process. There was a lot of conversation on the requirements for a citation, which she provided information to the members and the ORS for future reference. I felt Cheryl's presentation and material was extremely helpful and the information provided will be great for everyone to take back to their office for quick reference. Overall it was a great session and I really enjoyed the game of Jeopardy.





Session Title: Management 101, by Deborah Ingledew

The management 101 session was presented by Deborah Ingledew. Deborah has over 20 years' experience in both management and leadership positions.

The session covered topics regarding union vs non-union employees, keeping professional relationships between management and employees, being able to communicate correctly with employees and setting clear expectations for the entire staff to follow.

Deborah stressed the importance of treating union and non-union employees the same. Along with why it's a good idea for management to know and understand the union contracts.

We went over why management needs to keep a professional relationship with employees. Touching base with social media accounts and how social media can effect personal and professional relationships.

Not everyone communicates the same way. Learning what type of communication works best for each individual is key in having clear expectations for everyone in the office.

I felt all members who attended this session should have been able to take something away and apply it directly to their own office. Regardless, of their position.

Thank you Deborah for sharing your time, thoughts and experiences with OACA.

By: Katie Leigh



Session Title: "Homelessness, Trauma, and Reintegration", by Stephen Goins

Homelessness is an issue that impacts both the private and public sector. Court staff are frequently exposed to the homeless population, often in compromising situations involving personal finances or welfare. This class was intended to explain the mindset of the homeless population, making it easier for court staff to understand and interact with this often difficult demographic.

It is important to understand why homeless people exhibit certain behaviors. A common theme found among many homeless people is that they have experienced some form of trauma during their childhood. Trauma that occurs at a young age can actually disrupt the development of certain sections of the brain. When the body encounters stress, hormones are released into the brain that help trigger the "fight or flight" response. While the body is still growing at young ages, high levels of these hormones can alter the way the brain develops. Areas of the brain that are meant for survival are enhanced while other parts of the brain are crippled. These are often the parts of the brain that help with social skills and reasoning. In other words, context and understanding are sacrificed for speed and survival skills.

The body's inability to regulate itself properly leads to the need for coping mechanisms. For homeless people, this is often drugs. Over time, these coping mechanisms can be extremely taxing on the body, resulting in trauma responses, such as aggression and over-reactions when the person is forced to deal with social issues.

In order to successfully work with homeless people, it is crucial that we shift our perspectives about them. We must attempt to prevent additional traumas from occurring in our interactions with them. In order to do this, court systems must evolve their procedures, communication, and overall environment to promote an establishment of safety. In return, this will reduce violent reactions and behaviors among the homeless.

By: Lindsey Shelton

Session Title: Department of Motor Vehicles

During the DMV session we were updated on upcoming changes as well as had a chance to ask questions.

We learned July 6, 2020 a completely new system for DMV convictions will be going live. The new drivers license will be in compliance with Federal identification requirements. They will also be alpha-numeric. If a person applies for a drivers license in a new State, the old license will be cancelled and the driving record will be sent to the new State. When an out of state driver gets a citation, Oregon will create an account for the driver and post the conviction in our state. Convictions from state to state will post electronically.

In Oregon only 46% of convictions are received through e-citations. When posting an e-citation, if the ORS and the description of the violation does not match, the default is the ORS.

As of January 1st, family necessities are now allowed while on a hardship permit. Hardship permits are not permitted for people with a suspension for unpaid child support or 2 or more DUII's. They are now available for those with Fail to Pay or Comply suspensions.

Ignition interlock device (IID), is a requirement for the length of diversion. For a 1st DUII conviction, the IID requirement is for one year from the end of the DUII suspension. For a 2nd DUII conviction within 5 years of the first DUII conviction, the IID is required for 2 years from the end of the DUII suspension. For a 3rd or subsequent DUII conviction, the requirement is 5 years from the end of the suspension.

DMV is working to restructure the driving records, making them easier to read. Things will be spelled out and may even include the ORS. The plan is, by July 2020, driving records will have new descriptions and the descriptions used now will be gone.

The DMV requests from the courts were to make sure we have ODL and birthdate on all documents we send. To include the Sentence Order or abstract sent with any court ordered suspension. The DMV will send Carla Bantz a list of updated forms that we can obtain from to make sure all courts are using the correct up to date forms. They also requested we fax clearance forms and mail suspensions forms to them.

By: Melissa Harmon



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