

City of Cottonwood
Judicial Review and Appointments Advisory Board Meeting Minutes (DRAFT)

The City of Cottonwood Judicial Review and Appointments Advisory Board (JRAAB) met Friday, March 4, 2011 at 9:00 AM in the Old Town Substation, 817 N. Main Street, Cottonwood, Arizona.

<u>Board Members</u>	<u>Present</u>	<u>Absent</u>
Donna Castillo, Citizen	X	
Randall Garrison, Citizen	X	
Shiloh Hoggard, Attorney	X	
Lindsay Odell, Attorney		X
Robert Oliphant Citizen (Chairperson)	X	
Deborah Schaefer, Designee of Presiding Judge of Arizona Superior Court, Yavapai County		X
Justin Vaughn, Attorney	X	
Iris Dobler, Employee/Recording Secretary	X	

Items of Business

- I. Call to Order – The meeting was called to order by the Chairman, Robert Oliphant, at 9:00 AM.
- II. Roll Call – A quorum of the membership was present. Those not attending were Lindsay Odell, who had a previous commitment; and Deborah Schafer, who has excused herself from the current duties of the Board, because of possible conflicts.
- III. Approval of Minutes of March 20, 2009 Meeting – Minutes were approved and accepted as written.
- IV. Call to Public – No one from the public was in attendance.
- V. Discussion of two-year performance Review of Incumbent Magistrate –
 - Determination of date for public hearing - March 28, 2011, 6:00 PM
 - Determination of date for interviewing Magistrate – March 28, 2011
 - It was decided to handle as much as possible in one meeting
 - Decision on form letter to be sent to attorneys who have appeared before the Judge
 - A questionnaire will be sent to attorneys who have appeared before the Judge within the past two years (a listing will be obtained from the Court staff)
 - A similar questionnaire will be sent to Court staff; Pro Tems; City Manager; Police Chief (who will be asked to request some of the Police Dept. staff to complete the survey, in particular, the Ordinance Enforcement personnel; City Prosecuting Attorneys; and Public Defenders who have worked with the Municipal Court over the past two year period of time.
 - Review results of evaluations received on Judge LaSota for 2010 (document provided by Judge LaSota)

- VI. Set date and time of next board meeting: March 28, 2011, 6:00 PM
- VII. Adjournment – Randy Garrison moved to adjourn the meeting; Shiloh Hoggard seconded; motion passed. Meeting adjourned at 10:00 AM.

Respectfully Submitted,

Iris Dobler, Recording Secretary