

# Judicial Branch News

## Court Employees Bike to Work



April 2013



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*Cover - As part of the planned activities for Bike to Work Day, Superior Court Judges, Commissioners and Court Staff stopped at City Hall for breakfast. (Story on Page 6)*

## Judicial Branch News

The Judicial Branch News is an online newsletter published by the Media Relations Department.

If you wish to contribute to this newsletter, please send articles, news items, photos or other correspondence to:  
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# Personal Safety Downtown

By Court Administrator Raymond Billotte



Raymond Billotte  
Court Administrator

Random acts of violence are usually not as unpredictable or ‘random’ as we’d like to believe. Most incidents are preceded by warning signs, however subtle they may be, and there are usually some types of pre-incident indicators or intuitive feelings that say something just isn’t right. Don’t ignore your intuition! It is important to recognize the pre-indicators and inherent survival signals that warn us about threats from strangers.

In light of the recent security related incidents involving court employees in the downtown area, I want to take this opportunity to stress the importance of situational awareness; do not be a target for criminals. Do not allow yourself to become comfortable simply because of the strong security and public presence in and around the courts. Surprisingly, the latest incidents occurred near the bus stop and parking garage—areas where many would feel relatively safe. Consequently, I encourage everyone to participate in a self defense class to learn to counter an immediate threat of violence and learn to predict danger and properly evaluate risky situations. Do not underestimate the lengths criminals will go to take advantage of unsuspecting victims. Court Training and Development, in conjunction with the Marshal’s Office, offers classes on various personal safety topics. If you are not able to attend a class in the near future remember to follow these precautions: walk and wait for the bus with a friend or co-worker, don’t be afraid to ask court security for an escort if there is a real danger and always plan for an alternate route.

To discourage further incidents and curtail intensively aggressive behavior, please report any incidents of violence, intimidating or threatening behavior to the police as well as court security. I realize many of you don’t want to wait around for an officer to arrive on scene, especially when you rely on the bus for transportation, but it is important to have the incident reported. It is not imperative that you remain at the scene. Get to a safe location and the police department can help you make the report over the phone.

Finally, remember to always stay alert. Do not text, read, or otherwise be distracted while walking. It is extremely important to be aware of your surroundings. Attackers are opportunistic and your distraction is their advantage—please do not freely give them an advantage, your safety and welfare is of utmost importance and should be taken seriously.

## Personal Safety Course

Superior Court’s Marshal’s Office and Training Department will be conducting a personal safety awareness course (SAF429). The class will be offered for COJET credit.

The class will be held on May 15th at the Downtown Justice Center, Room 2 - 2nd floor, 10:00-11:15. A maximum number of 50 participants will be allowed to register.

A second class will be held on May 29th at Cordova in the East Court Building – 3rd floor, 12:00-1:15. A maximum number of 30 participants will be allowed to register.

# Initial Appearance by Summons is Now Paperless

In April, the iCISng design and technical teams and Criminal Court Administration launched the Initial Appearance by Summons (IAS) Court module.



The new application is paperless and more efficient.

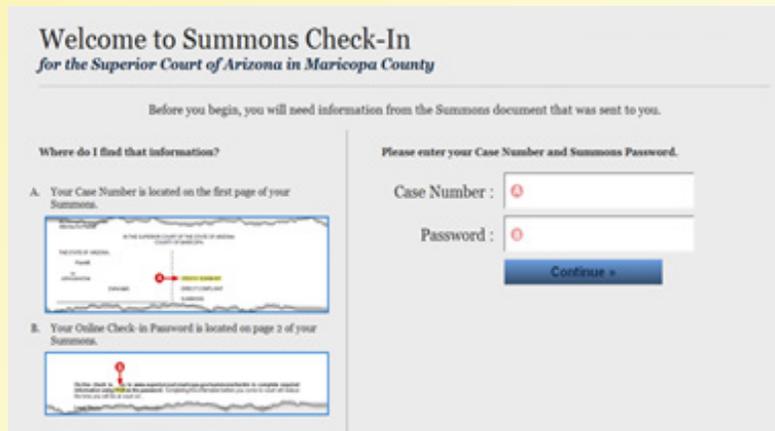
The web-based application allows defendants, who are appearing on a summons, to enter their financial information to determine if they qualify for the appointment of indigent defense counsel. Defendants have the options to enter their financial information from home or use the computer terminals located in the 3rd floor lobby of the South Court Tower. They can also use their smart phones or tablets to access the application.

Criminal Administration Staff working with their new iCISng check-in process. Pictured left to right: Kathy Guy, Christopher Bleuenstein, Vanessa Lopez, Jill Siller, Brenda Lara and Mariana Baxter.



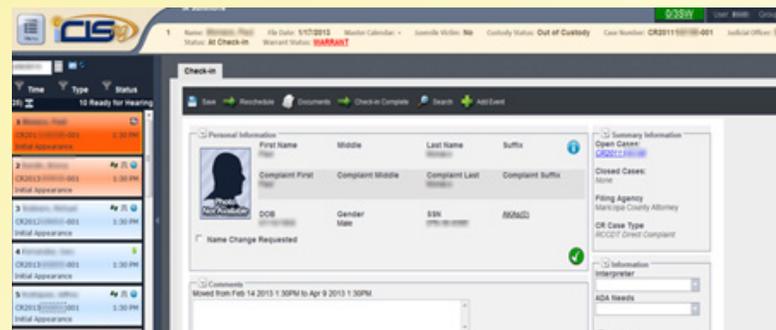
MCSO working with their new electronic work queue. Pictured left to right: Holly Thorson, Carol Molinar, Greg Stoner (CTS), Brett Frantzen, Andrea Herrera

Not only does this new application eliminate the financial form, it also eliminates the paperwork used by the Maricopa County Sheriff's fingerprinting office. Now, notification to the sheriff's office is completed electronically with a click of the mouse. The request for fingerprinting is electronically sent to a MCSO work queue. Once MCSO has completed the fingerprinting, the court is automatically notified through iCISng.

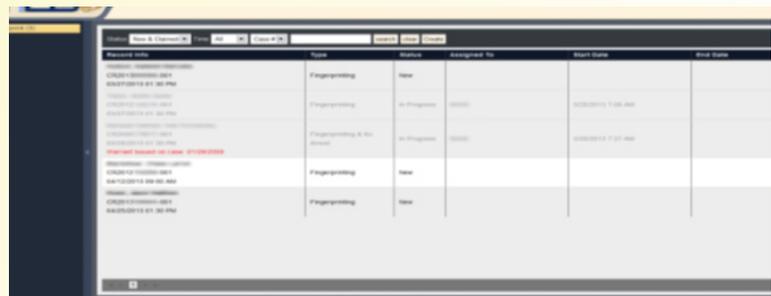


iCISng Web Application for Financial Information

The implementation of this application has gone smoothly. Defendants arriving for court have offered positive feedback regarding this new check-in process.



iCISng IAS Check-in Screen



iCISng Fingerprint Work Queue Screen

Submitted by Jill Siller and Christopher Bleuenstein



# Judge Suzanne Cohen Sworn In

Recently, Superior Court celebrated the appointment of Judge Suzanne Cohen at an investiture ceremony in Phoenix.

Judge Cohen, who is currently serving on a Family Court calendar, was a Deputy Maricopa County Attorney since 2000. As a prosecutor, she prosecuted felony cases such as murder, kidnapping, child abuse and sexual assault. Notably, Judge Cohen has handled numerous high profile cases, including the “Baseline Killer” case.

As a Deputy County Attorney, she served as the Bureau Chief to the General Trial Group and the Family Violence Bureau. In these roles, she supervised numerous attorneys and was responsible for assisting with crime scene investigations and search warrants.

Prior to becoming a Deputy County Attorney, Judge Cohen’s career included work with: the Riverside County District Attorney’s Office in Blythe, California (1998-1999); Aetna (1993-1997 and 1989-1991); and Travelers Insurance (1991- 1993). While attending law school, she worked full-time as an insurance underwriter.

Judge Cohen has been licensed to practice law in Arizona since 1999. She earned her undergraduate degree from Randolph-Macon Women’s College (1989), and graduated near the top of her class from Golden Gate University School of Law (1997).

## Technology Aids DUI Blood Draw Search Warrant Process



City of Phoenix police officer seeks a blood draw search warrant from his mobile command center

The technology teams at Superior Court and the Phoenix Police Department have revolutionized the search warrant process in Maricopa County.

Now police officers have the ability to seek a blood draw search warrant from a judicial officer on suspected, impaired drivers from their patrol car.

The eSearch process was developed to improve application and processing time for blood draw warrants. Without compromising any of the Fourth Amendment protections, law enforcement officers from the Phoenix Police Department can submit a warrant application and affidavit from their computer in minutes, and judicial officers can quickly review and approve or reject the search warrant from their computers.

Superior Court Presiding Judge Norman Davis said, "The eSearch pilot program has been extremely successful in reducing the time and cost of travel, greatly improving the convenience of submitting requests, and reducing the time required for the court to process each request. Although much work needs to be done to expand this new technology county-wide, we are gratified by the initial results and will continue to improve and expand the eSearch pilot program."

The eSearch warrant application was tested in seven Phoenix Police Department DUI vans. Due to the program's success, the Phoenix Police Department expanded the eSearch warrant application to more officers. The new application was utilized during the recent DUI enforcement task force holiday operations.

## Judicial Branch Employees Bike to Work

On April 17th, employees of the Judicial Branch participated in Maricopa County's Bike to Work Day. Each year, Maricopa County and the City of Phoenix join together, supported by the contributions of private business, to sponsor a bike to work day in order to promote bicycling as an inexpensive, healthy and pollution free alternative to driving our cars to work.

Maricopa County Trip Reduction, who helps to coordinate the event, reported a 200 percent increase in participation in the event over last year with about 250 employees participating.

The Bike to Work Day event began with riders meeting at the Park Central Mall at 7:00 AM for registration and then all riders were led by Phoenix Mayor Greg Stanton, Maricopa County Manager Tom Manos, and several other city and county representatives in a police escorted procession from Park Central to Phoenix City Hall. Several news outlets accompanied the riders providing coverage of the event.

Upon arrival at Phoenix City Hall, riders were provided with breakfast, beverages and promotional products and information donated by business sponsors supporting the event. Guest speaker and Bicycling Olympian Misty Hyman welcomed riders and spoke about bicycling as a viable transportation alternative.

Judicial Branch Administrative Services was one of several Departments demonstrating how bicycling can fit into our transportation plans. Beverly Dupree carpooled to Park Central and from there, biked into work. Jamie Harding bicycled 10 miles from her home to Park Central. Mark Alver biked from his home in Tempe to his Light Rail connection to Park Central. Gary Bridget biked 8 miles from his home in Avondale to catch the Rapid Bus at the 79th Avenue Park-N-Ride and then transferred to the light rail from Central Station to Park Central. All participants agreed that it took some level of planning, but it proved that bicycling, especially when coupled with the bus or light rail, is a viable alternative to our cars.

Thanks goes out to all Judicial Branch employees who participated in the event!

Submitted by Gary Bridget

# Save the Date: Annual Bench Photo



The Superior Court Annual Bench photos will take place on May 1 on the steps of the Old Courthouse.

## Photo Schedule:

All Judge Photo - 12:30 p.m.

Commissioner's Photo - 1:00 p.m.

Departmental Presiding Judges - 1:15 p.m.



Students participating in the Courthouse Experience program.

## Courthouse Experience Program Seeks Volunteer Attorneys

Do you have a few hours a month to help children learn about the judicial system?

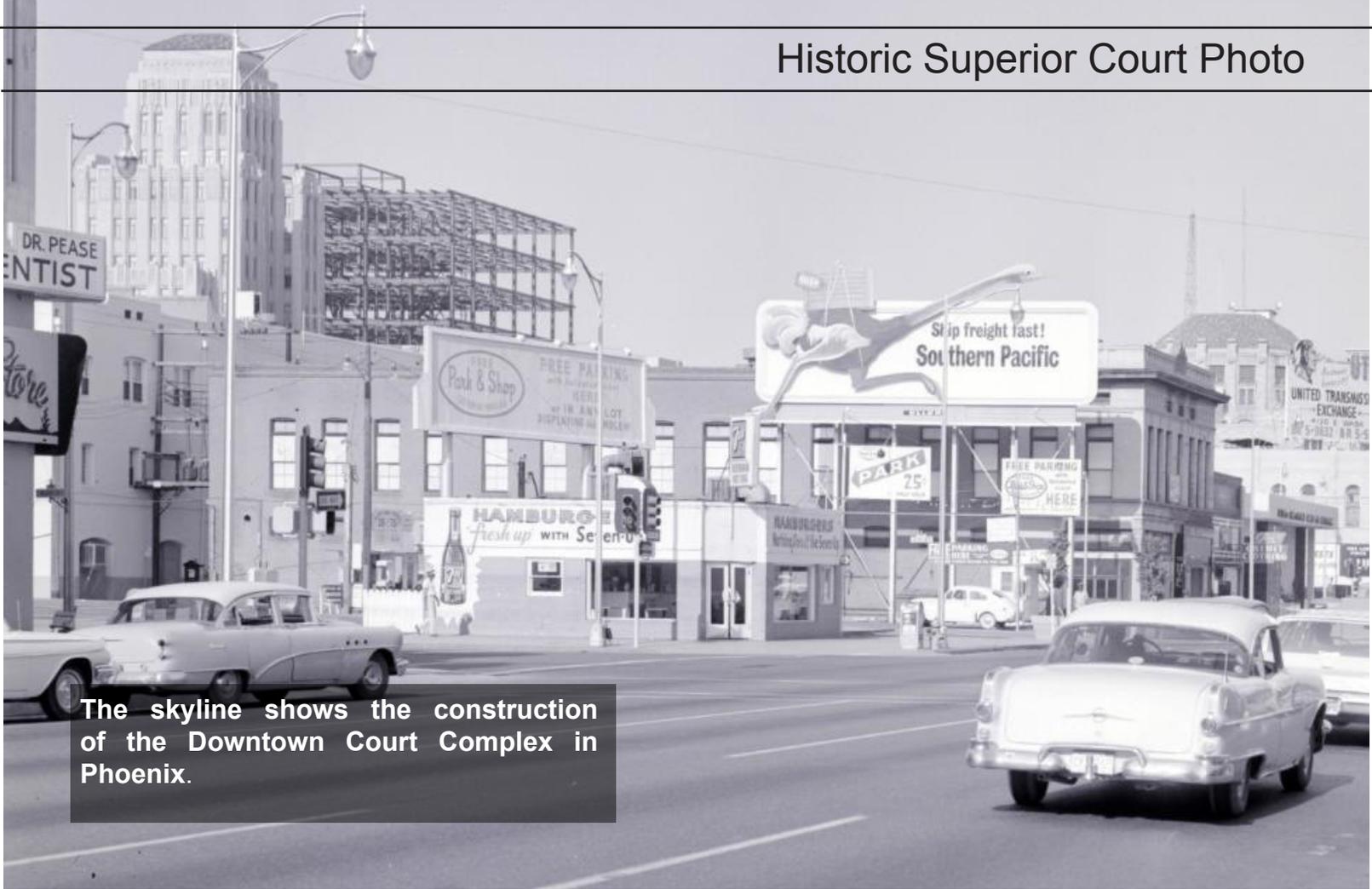
Maricopa County Superior Court is launching its 22nd year of the Courthouse Experience Program. This program gives students an opportunity to see and understand what really goes on behind closed courtroom doors.

But to reach these children and make a difference in their lives, Superior Court needs the help of volunteer attorneys.

The program's success is due greatly to volunteer attorneys who provide valuable time to lead student groups varying from 6th grade through college age on a personal tour of the court. A Courthouse Experience often include visits with judicial officers and staff, observations of court proceedings including trials (we will schedule this for you), visits to the jury assembly room, the law library, and informative question and answer periods.

If you are interested in becoming a volunteer for this year's program, please send a confirmation email with your name, phone number and email to:

[courtpio@mail.maricopa.gov](mailto:courtpio@mail.maricopa.gov)



The skyline shows the construction of the Downtown Court Complex in Phoenix.

## Court Marshals Office Welcomes New Class

## Court Administration Hires Court Counsel



Superior Court appointed Josh Waltman as Court Counsel.



Josh Waltman

“Josh comes to us with some very impressive credentials,” Court Administrator Raymond Billotte said. “I am confident you will agree that he is highly qualified and a terrific addition to our professional staff.”

Waltman has an extensive legal background that includes work in both the public and private sectors. He earned a Bachelor’s Degree in Political Science from Arizona State University and Juris Doctorate from Harvard Law School.

Presiding Judge Norman Davis and Marshal's Office Chief Edward DeCoste welcome the latest graduating class of Superior Court Marshals.

## Jurors Fined for Failing to Appear



**JUROR  
BADGE**



Juror ID: 987654321

On March 8, the Jury Office brought in 17 jurors who failed to appear after receiving three summonses for jury duty at the Downtown Superior Court location.

Judge Janet Barton found that 12 of the jurors did willfully disobey the orders of the court and fined the jurors a total of \$3,200.

Also, the jurors were ordered to complete their jury service and given a specific date to return. Five jurors who appeared were found not guilty to have willfully disobeyed the orders of the Court, and were ordered to appear for jury service on a specific date. The jury office plans to hold these hearings at least four times a year. Jury service is a vital part of our judicial system, and is more than an obligation; it is a privilege, which is not available to everyone.

## Trading Spaces: Departments on the Move

On April 12, staff from Family Court Administration joined their colleagues from the Center for Family Court Services on the third floor of the Central Court Building. All Family Court business will now be conducted on the third floor of CCB.

The Payroll Office moved to the 3rd floor of the East Court Building in the Law Library.

## Employee Anniversaries

### 5 Years

**Yvonne De La Torre**, Court Reporter  
**Vicki Erickson**, Security Officer II  
**Falissa Ramirez**, Security Officer II  
**Angelica Barajas**, Judicial Clerk  
**Raveille Donaldson**, Adult Probation officer  
**Joseph Pallo**, Adult Probation Officer Supervisor  
**Serina Tooms**, Adult Probation officer

### 10 Years

**Janet Byrd**, Judicial Clerk Senior  
**Thomas Collier**, Management Analyst  
**Kathryn Harris**, Juvenile Probation Supervisor  
**Kevin Mayne**, Management Analyst  
**Cynthia Okeefe**, Juvenile Probation Officer  
**Lisa Roberts**, Court Commissioner  
**Sylvia Rodriguez**, Judicial Clerk Senior

### 15 Years

**Charlsie Cordova**, Juvenile Probation Manager  
**Noelia Monge**, Case Administrator  
**Myra Harris**, Court Commissioner  
**Helen Ramirez**, Presentence Screener  
**Barbara Holt**, Judicial Clerk  
**Robert Kaliszczjk**, Housing Rehab Program

### 25 Years

**Rachel Millard**, Adult Probation Officer  
**Michael Miller**, Adult Probation Officer Supervisor  
**Rhonda Paine**, Adult Probation Officer  
**Debra Kryza**, Juvenile Probation Officer  
**Bridgette Grey**, Juvenile Probation Officer

### 32 Years

**Brad Finch**, Human Resources Specialist

## Open Enrollment Ends May 10

Open Enrollment for 2013-2014 began Monday, April 15th, and ends on Friday, May 10th at 5:00 pm. All of the open enrollment information is located on the Employee Benefits Home Page on the open enrollment 13-14 tab at the top of the page.

It will be a “passive” enrollment period. In general, this means that if you do not complete your open enrollment elections you will automatically be re-enrolled in the benefits coverage you have for the current plan year. There are a few exceptions. You must actively re-enroll in the flexible spending accounts and re-designate any payroll contributions you wish to make to a health savings account. If you currently waive benefits, you will continue to have your benefits waived if you take no action during open enrollment.

All benefit elections are irrevocable, whether you complete your open enrollment elections or allow your current coverage to roll over. Changes cannot be made until the next Plan Year, unless there is a qualifying event. The applicable benefit premiums for benefits coverage will be deducted from each paycheck.

Additionally, to receive the medical plan premium reductions, you must complete your biometric screening and health assessment each year. If you previously completed and passed the saliva test (for the detection of nicotine presence), you do not need to re-take this screening.

### Change in Distribution of Premium Reductions

You will still have the opportunity to save up to \$720 annually on your medical premiums. But, starting next plan year, participation in the three wellness initiatives will be incentivized equally - \$20 per month each for the biometric screening, health assessment and for being a non-tobacco user.

### Changes in Vision and Dental Plans

Starting with the new plan year, Cigna Pre-Paid Dental will replace Employers Dental Services (EDS). Avesis will replace EyeMed as the vision plan provider and Wal-Mart will be added to the vision provider network.

### Real-time Timekeeping

Well, we finally made it! With a few bumps and bruises, every Judicial Branch department has successfully transitioned to Real-Time Timekeeping. The Payroll Office would like to thank everyone for their patience and feedback during the process. Your feedback during each transition, helped make each subsequent roll-out better. The Payroll Office has created a troubleshooting guide based on some of the feedback and will continue to add items to the guide as issues arise. If you have any ideas for the Troubleshooting Guide, please forward them to Connie Scott or Tracy Randall.

Submitted by Tracy Randall



## iCISng Wins Award for Going Paperless

On April 18 at the Arizona Courts Association’s (ACA) Spring Conference in Prescott, Arizona, the Superior Court received the 2013 Award of Excellence for the design, development and implementation of the iCISng paperless case management system.

Commissioner Charles Donofrio and Angela Maddox, from Criminal Court Administration, received the award on behalf of the Superior Court. Johnny Tse, from Research and Planning, submitted the award nomination.