



MINUTES

1. The meeting was called to order at 12:20 p.m.
2. Present were Commissioners Tom Tobiassen, Frances Smylie-Brown, Tom Ashburn, Johanna Cartledge, David Kaplan and Sara Hildebrand along with Chief Public Defender Doug Wilson. A quorum was declared to conduct Commission business.
3. Absent: Colette Tvedt
4. Guests: Reyna Lopez
5. Minutes: No minutes to approve
6. Report from the Chief Public Defender:

Budget

The office is 23 thousand dollars over budget primarily in personnel accounts. The office currently has 2 vacancies, Attny Mark Haydel and legal secretary Itzel Hernandez resigned. These temporary vacancies will help with this issue.

We are currently working on filling these two positions. The pay parity that has been established will certainly help with this process.

Another project being worked on is the City-wide Compensation. The money used for parity and compensation will come from a different fund so it will not cause any additional deficit in our budget.

Pay parity phase 1 is complete and Phase 2 has begun. During a compensation committee meeting, the individual department increase info was shared. Our department is the highest per person increase. Ryan explained that it was due to the historic under payment within our department.

Conflict Counsel-ADC

Kimberly Simmons thinks we could possibly start this process in August vs September as originally predicted. We are currently working on the contract and should have something ready soon.

Trainings

Training continue 1 to 2 per month. Currently one in progress on objections during closing. In two weeks, we will have one on judicial notice.

Covid

Effective Monday, the mask rule will change. If you have been vaccinated no mask is required. If you haven't been vaccinated it is encouraged that you wear a mask, but it is not mandated. The courthouse is officially open and walk in court is reinstated. Social distancing is reduced to 3 feet.

Jury Trials

New stats available. They have picked up quite a bit, 24 tried so far and 50% acquittal before trial.

Website

The website is up and running but has one glitch regarding the application accessibility. We are working on getting an accessible one up.

Staff

We were able to find old minutes and paperwork on the initial process of getting the Employee Handbook going. There were discrepancies on the actual wording and the initial agreements for the wording. Commissioner Smylie-Brown and Chief Wilson have begun working on it and in doing so found that a handbook has been approved as of May 2021, but the exemptions have not been approved yet. HR recommendations are that they want it to say that "the handbook does not apply to council appointees except as noted".

The 2018 approved handbook is available on the website.

Commissioner Smiley-Brown is working on the handbook using the State Public Defender Employee Handbook which applies to all employees in the department. We will need to sit and discuss what all should be included in our Aurora Municipal Public Defender Employee Handbook.

NLADA

They will be finishing our assessment draft and present it to the commission on July 23, 2021. The final product would then go to the Public Safety Committee on September 16, 2021.

We are looking at possibly getting another work study done using data collected by our legal server program. We have been getting great data and numbers.

7. From the Commission:

Covid Question

Commissioner Kaplan asks if the courts will maintain any Covid innovations post Covid? Chief D Wilson replies that yes, the court will still have teams court proceedings, not Juries though. We do have more and more people coming in through Div 8 since there are less restrictions. We have been picking up more and more cases.

Next meeting will be held on July 23, 2021 at 12:15 p.m. in the Public Defender's Virtual Conference room.

The Commission meeting adjourned at 12:50 p.m.



COMMISSION CHAIRPERSON

Date

7/23/2021