

# Memorandum



CITY OF DALLAS

DATE January 30, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Judicial Nominating Commission Annual Report**

Attached please find the annual report of the Judicial Nominating Commission for 2018.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Mark Melton', written over a horizontal line.

Mark Melton, Chair of the Judicial Nominating Commission

T.C. Broadnax  
City Manager

c: Chris Caso, City Attorney (Interim)  
Carol A. Smith, City Auditor (Interim)  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Nadia Chandler Hardy, Assistant City Manager and Chief Resilience Offch,  
Chief Financial Officer  
Laila Alequresh, Chief Innovation Officer  
Directors and Assistant Directors

# **Judicial Nominating Commission**



## **Annual Report 2018**

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CITY OF DALLAS  
JUDICIAL NOMINATING COMMISSION  
2018 ANNUAL REPORT

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# **Commission Members**

# JUDICIAL NOMINATING COMMISSION

## Annual Report

### Commission Members<sup>1</sup>

Commission Member	Appointing Councilmember
Vacant <sup>2</sup>	Dist. 01 – CM Griggs
Joseph William Moore	Dist. 02 – CM Medrano
Vacant <sup>3</sup>	Dist. 03 – CM Thomas
Andre L. Turner <sup>4</sup>	Dist. 04 – CM Caraway
Andres Correa	Dist. 05 – CM Callahan
Stephanie Champion	Dist. 06 – CM Narvaez
Monica M. Purdy	Dist. 07 – CM Felder
Gregory V. Demus <sup>5</sup>	Dist. 08 – CM Atkins
Andrew Melsheimer <sup>6</sup>	Dist. 09 – CM Clayton
Nicole L. Williams	Dist. 10 – McGough
William Cox III	Dist. 11 – CM Kleinman
Diren W. Singhe	Dist. 12 – CM Greyson
Jennifer Balido <sup>7</sup>	Dist. 13 – CM Gates
William R. Weinberg	Dist. 14 - CM Kingston
Mark Melton (Chair)	Dis. 15 – Mayor Rawlings
Judge Preston Robinson <sup>8</sup>	Ex-Officio / Judiciary
Chris Caso Larry Casto Rodney Patten	Ex-Officio / City Attorney's Office

<sup>1</sup> Only Commission members not mentioned in the footnotes were part of the JNC during the entire year of 2018.

<sup>2</sup> Felix C Villalobos resigned on 02/17/2018

<sup>3</sup> Andrea Clark resigned on 04/05/2018

<sup>4</sup> Andre Turner was appointed on 04/11/2018

<sup>5</sup> Gregory Demus was appointed on 04/11/2018

<sup>6</sup> Andrew Melsheimer was appointed on 09/05/2018

<sup>7</sup> Jennifer Balido was appointed on 04/18/2018

<sup>8</sup> Judge Robinson replaced Judge Acuna as Ex Officio for the Judiciary on 08/15/2018

# **Staff Members**

## **City Staff Members**

- **City Manager's Office**
  - Maxime Faye – JNC's Coordinator  
**Email:** [maxime.faye@dallascityhall.com](mailto:maxime.faye@dallascityhall.com)
  
- **Human Resources Contacts**
  - Jaquina Gilbert –  
**Email:** [jaquina.gilbert@dallascityhall.com](mailto:jaquina.gilbert@dallascityhall.com)
  
  - Althea Chaderton  
**Email:** [althea.chaderton@dallascityhall.com](mailto:althea.chaderton@dallascityhall.com)
  
  - Carmel Fritz – Compensation Manager  
**Email:** [carmel.fritz@dallascityhall.com](mailto:carmel.fritz@dallascityhall.com)
  
- **City's Secretary Office**
  - Shombray Irby – Boards & Commission Coordinator  
**Email:** [shombray.irby@dallascityhall.com](mailto:shombray.irby@dallascityhall.com)

# **Commission Creation**

**JUDICIAL NOMINATING COMMISSION**  
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**Judicial Nominating Commission**

Section 13-5.1 Judicial Nominating Commission Created

The judicial nominating commission (the “Commission”) of the city serves as an advisory body of 16 members. Fifteen of the members are appointed by the city council, with each city council member appointing one member of the commission. The sixteenth member of the commission is the Dallas city attorney, or his designee, who serves as an ex officio, voting member of the commission and who, for purposes of Section 13, Chapter XXIV of the city charter, is appointed by the full City Council. The Mayor appoints the Chair of the Commission, and the full city council appoints the Vice-Chair. A City of Dallas municipal judge serves as an ex officio, nonvoting member of the Commission.

Appointments are made each odd-numbered year for a two-year term beginning on October 1 of that year. All members shall serve until their successors are appointed and qualified. The term limits established for board and commission members in Section 8-1.5 of this code do not apply to the City Attorney’s service on the Commission.

Additional Requirements:

- A City of Dallas municipal judge shall serve as an ex officio, nonvoting member of the Commission.
- The Commission must reflect, as nearly as practicable, the racial, ethnic, and gender makeup of the city’s population.
- No member of the Commission may engage in the practice of law in or before the municipal courts of the city.

Authority: Dallas City Code, Chapter 13, Article II, Section 13-5.1.

(Ord. Nos. 21011; 215515; 21804; 24003; 27833; 29645)

# **Mission Statement**

# JUDICIAL NOMINATING COMMISSION

## **Mission Statement**

The Judicial Nominating Commission serves as an advisory body to the City Council in matters related to the following:

- The filling of municipal judge vacancies and the reappointment of current municipal judges.
- Salary recommendations for municipal judges.
- The implementation of a merit evaluation system for the appointment and reappointment of municipal judges.
- Appointments of administrative law judges.
- Salary recommendations for administrative law judges.
- Recommendations for improvements in Court and Detention Services.
- Perform other duties assigned by City Council.

# **OBJECTIVES**

## JUDICIAL NOMINATING COMMISSION

### **OBJECTIVES**

The Commission must meet at least once each calendar quarter of the Commission's term and may hold additional meetings at the call of the chair. The Ad Hoc Judicial Nominations Committee of the City Council shall provide to the Commission minimum qualifications and evaluation guidelines for assessing applicants for a vacancy in the office of municipal judge and a time schedule for recommending nominees. The guidelines must include appropriate goals for achieving sufficient racial, ethnic, and gender diversity within the municipal court of record.

In 2018, the Commission evaluated applications for municipal judge positions, the administrative judge position, and for associate judge positions, and made recommendations to the Ad Hoc Judicial Nominations Committee of the City Council. The Commission initiated the process to evaluate the compensation packages for municipal judges on August 15, 2018 and plans to finalize its recommendation to the Ad Hoc Judicial Nominations in January of 2019. The Commission also began evaluating the processes and procedures of the Municipal Court, and plan to make recommendations to the City Council in 2019 to maximize efficiency and to ensure that justice is being served.

# **Attendance Record**

## 2018 Judicial Nominating Commission Attendance Record

District	Commission Members	Meetings							
		02/06/2018	03/27/2018	04/04/2018	04/05/2018	04/10/2018	04/11/2018	04/16/2018	08/15/2018
1	Felix Villalobos	✓							
	VACANT		N/A						
2	Joseph William Moore	✓	✓	✓	A	A	A	✓	✓
3	Andrea Clark	✓	A	A					
	VACANT				N/A	N/A	N/A	N/A	N/A
4	Andre L. Turner								✓
	VACANT	N/A							
5	Andres Correa	✓	A	✓	✓	✓	✓	✓	A
6	Stephanie Champion	✓	✓	✓	✓	✓	✓	✓	A
7	Monica M. Purdy	✓	✓	✓	✓	✓	✓	✓	A
8	Gregory V. Demus								✓
	VACANT	N/A							
9	Andrew Melsheimer								
	VACANT	N/A							
10	Nicole L. Williams	✓	A	✓	✓	A		A	A
11	William Cox III	A	A	✓	✓	A	A	✓	✓
12	Diren W. Singhe	A	✓	✓	A	A	A	A	✓
13	Jennifer Balido								✓
	VACANT	N/A							
14	William R. Weinberg	✓	✓	✓	✓	✓	✓	✓	A
15	Mark Melton - Chair	✓	✓	✓	✓	✓	✓	✓	✓
Judiciary	Judge Michael Acuna	✓	✓						
	Judge Preston Robinson								✓
City Attorney Office	Larry Casto JR			✓					
	Chris Caso	✓	✓						✓
	Rodney Patten								✓

✓ = Present .

A = Absent

N/A = Not Applicable because member was not appointed at the time.

# **Summary of Year**

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**Summary of Year Completed**

The Judicial Nominating Commission conducted the following meetings:

- **Tuesday, February 6, 2018** at 6:00 p.m. at Dallas City Hall, 1500 Marilla, L1EN- Conference Room D.

**Summary:** City Manager's Office and HR staff briefed the JNC members on the hiring timeline for Municipal Judges. JNC members were given handouts with details on schedule/timetable of the hiring process, important dates, and websites where the job would be posted.

- **Tuesday, March 27, 2018** at 6:00 p.m. Dallas City Hall, 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:** The JNC reached a consensus on the methodology for municipal judge interviews. A total of 105 applicants were divided into various groups: Current full time Judges, current part time Judges applying for a full time Judge position, applicants who applied for both Part Time and Full Time Judge positions, and new applicants who applied only for full time or only for a part time Judge position. Then, JNC members reviewed all the applications, discussed the selection criteria. The members debated on each candidate's qualification, then they deliberated to ultimately select a final pool of 58 candidates that qualified for interviews. Interview sessions were scheduled for April 4, 2018, April 5, 2018, April 10, 2018, and April 11, 2018.

- **Wednesday, April 4, 2018** at 6:00 pm. at City Hall 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:** After consulting with Assistant City Attorney, Chris Caso, the JNC members decided to create a Subcommittee to interview prospective Municipal Judge candidates. The Subcommittee would allow a group of members (who committed to be present at each meeting) to have the authority to conduct municipal judge interviews regardless of whether the JNC as a whole achieved a quorum. Members of the Subcommittee of the Judicial Nominating Commission were Chair Mark Melton, Stephanie Champion and William (Bill) R. Weinberg. The JNC members proceeded with the scheduled interview sessions for the following 15 Candidates: Acuna, Michael; Blacklock, Demetrius; Clancy, Julie; Lander, Victor; Murrell, Mark; Robinson, Jay; Robinson Jr, Preston; Wade, Henry; Williams, Cheryl; Solis, Daniel; Cooks, Desmond; Goffney, Tonya L; Wuji, Thaddeus Afamu; Renteria, Juan; Tillman, Marcia.

## Summary of Year Completed – Continued

- **Thursday, April 5, 2018** at 6:00 pm. at City Hall 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:** The JNC members conducted interviews of the following 12 candidates: White, Sandra; Cornell, Jeffrey; Davis, Stefane; Evans, Marcela D; Gray, Amy; Kramer, Kristen B; Ryan, Daniel; Anderson, Roland; Giron, Joselito; Mccall, John; Menchu, Tim; Primrose, Kristine.

- **Tuesday, April 10, 2018** at 6:00 pm. at City Hall 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:** The JNC members conducted interviews of the following 15 candidates: Leider, Lauren; Moore, Dalerie; Rosales Aldana, Paula; Thakrar, Amar; Williams, Tamra; Carter, Rosalyn; Krishna, Kris; Airen, Rachael; Crumpler, Francis; Enda, Stephen; Godfrey, Holis; Gonzales, Jose Luis; Gray, Baely; Henderson, Stacy; Hindieh, Raymond.

- **Wednesday, April 11, 2018** at 6:00 pm. at City Hall 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:**

- The JNC members conducted interviews of the following 14 candidates: Jurado-Gesswein, Yolanda; Lasusa, Erane; Mcclelland, Eric; Miano, Paula L.; Milton, Mai Mullen; Petty, Josie; Rich, Alan B; Armstrong, Melodee; Rowell, Spring; Sanchez, Luvenia; Sela, Sharon; Tewolde, Yodit; Watson, Timon; White, Ashley.
- The members of the JNC deliberated and selected 18 candidates for full-time municipal judge, 27 candidates for associate (part-time ) municipal judge, and 3 candidates for the position of Administrative Judge. (See Exhibit A – Memo containing the list of recommendation to the Ad Hoc Committee).

- **Wednesday, August 15, 2018** at 6:00 pm. at City Hall 1500 Marilla, 4DN-Team Room, Dallas, TX, 75201

**Summary:**

- The JNC convened to recommend a Full Time Municipal Judge candidate to replace Yolanda Jurado-Gesswein who withdrew her application. A motion was passed to recommend the runners-up from JNC's original recommendation to the Ad Hoc Committee, in the order they were previously ranked: Tillman, Marcia; Moore, Dalerie; Davis, Stefane. An additional motion was passed to recommend Marcia Tillman as a Full Time Municipal Judge.
- The JNC members had a discussion regarding a Reform and Warrant Forgiveness Program. There are currently 718,000 outstanding warrants in the City of Dallas. The outstanding balance due is \$82.5 million. Possible solutions were contemplated such as a warrant forgiveness program similar to those in St. Louis and Fort-Worth.

## **Summary of Year Completed – Continued**

### **Summary Continued [Wednesday, August 15, 2018]**

- Members decided to divide issues into silos and create groups to focus on specific topics: (1) warrants and aging cases; (2) review of local rules; (3) review of the existing pre-trial process; (4) intergovernmental communication with other law enforcement and judicial bodies; and (5) technology improvements. For instance, Farmers Branch implemented a new system that allows defendants to litigate cases on the internet with prosecutors who receive documents and make recommendations to the judge, who can resolve certain cases remotely. The JNC is not certain at this time that this program could be scaled to a court the size of the Dallas Municipal Court but is exploring the possibility.

# **CERTIFICATION**

JUDICIAL NOMINATING COMMISSION  
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**CERTIFICATION**

The foregoing report meets all the criteria set forth in the City of Dallas Code of Ordinances; Section 8-1.1 This report has been compiled based upon the work of the Judicial Nominating Commission.