

Judicial Nominating Commission



Annual Report 2017

CITY OF DALLAS
JUDICIAL NOMINATING COMMISSION

2017 ANNUAL REPORT

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Commission Members

| Commission Member | Councilmember | District |
|--|----------------------|-----------------|
| Felix C Villalobos | Scott Griggs | 1 |
| Joseph (Joe) William Moore | Adam Medrano | 2 |
| Andrea M Clark | Casey Thomas, III | 3 |
| Andres Correa | Rickey D. Callahan | 5 |
| Ariana Guerero Hamilton | Monica Alonzo | 6 |
| Lacy Durham | Tiffini Young | 7 |
| Ryan Boyd | Mark Clayton | 9 |
| Nicole M Williams | B. Adam McGough | 10 |
| William (Bill) Cox III | Lee M. Kleinman | 11 |
| Diren Singhe | Sandy Greyson | 12 |
| William R Weinberg | Philip T. Kingston | 14 |
| Daniel Perez* | Mayor Mike Rawlings | 15 |
| Municipal Judge Michael Acuna (Ex-Officio) | ----- | |
| Larry Casto JR, City Attorney (Chris Caso, Assistant City Attorney) (Ex-Officio) | ----- | |

* Mark Melton was appointed to the Commission on November 8, 2017 and was subsequently appointed as Chair on December 6, 2017. He did not, however, preside over any meetings until 2018.

City Staff Members

- **City Manager's Office**
 - Shungetta (Shun) Session

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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

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

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 will evaluate applications for municipal judge positions, the administrative judge position, and for associate judge positions, and will make recommendations to the Ad Hoc Judicial Nominations Committee of the City Council. The Commission will also evaluate the compensation packages for municipal judges. The Commission may also evaluate the processes and procedures of the Municipal Court, and make recommendations to the City Council to maximize efficiency and to ensure that justice is being served.

2016 Judicial Nominating Commission Attendance Record

| District | Commission Members | Meetings | |
|----------|--|--------------|---------------|
| | | Apr 17, 2017 | June 26, 2017 |
| 1 | Felix C Villalobos | ✓ | A |
| 2 | Joseph (Joe) William Moore | A | ✓ |
| 3 | Andrea M Clark | ✓ | ✓ |
| 5 | Andres Correa | ✓ | ✓ |
| 6 | Ariana Guerero Hamilton | ✓ | ✓ |
| 7 | Lacy Durham | A | ✓ |
| 9 | Ryan Boyd | ✓ | ✓ |
| 10 | Nicole M Williams | ✓ | ✓ |
| 11 | William (Bill) Cox III | A | ✓ |
| 12 | Diren Singhe | ✓ | ✓ |
| 14 | William R Weinberg | ✓ | ✓ |
| 15 | Daniel Perez, CHAIR | ✓ | ✓ |
| | Municipal Judge Michael Acuna | ✓ | ✓ |
| | Larry Casto JR, City Attorney (Chris Caso, Assistant City Attorney) (Ex-Officio) | A | ✓ |

A = Absent
✓ = Present

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Summary of Year Completed

The Judicial Nominating Commission conducted the following meetings:

- **Monday, April 17, 2017** at 4:00 p.m. at Dallas City Hall, 1500 Marilla, floor, Conference Room 4EN, Dallas, Texas 75201.

The approved agenda listed the following topics:

- Introduction of newly appointed Commission Member(s):
 - Nicole Williams — appointed by Councilmember Adam McGough (District 10)
 - Andrea Clark — appointed by Councilmember Casey Thomas, III (District 3)
 - Andres Correa — appointed by Councilmember Rickey D. Callahan (District 5)
 - Lacy Durham — appointed by Councilmember Tiffinni A. Young (District 7)
 - Approval of Meeting Record for April 25, 2016 Judicial Nominating Commission Meeting - Action Item
 - Administrative Law Judge Recruit Process/Timeline (Pam McDonald, Interim Civil Service Board Secretary)
 - Approval of 2016 Judicial Nominating Commission Annual Report — Action Item
 - Future Meeting Date and Adjournment
- ***Meeting Minutes have not been approved yet**

- **Monday, June 26, 2017** at 4:00 p.m. at Dallas City Hall 1500 Marilla, Conference Room 4EN, Dallas, Texas 75201

The approved agenda listed the following topics:

- Introduction of newly appointed Commission Member(s):
 - Ariana Guerrero Hamilton — appointed by Mayor Pro Tem Monica Alonzo (District 6)
 - Approval of Meeting Record for April 17, 2017 Judicial Nominating Commission Meeting - Action Item
 - Selection of Administrative Law Judge candidates for consideration and interview for recommendation to the Dallas City Council
 - Closed Executive Session: Pursuant to Section 551.074 of the Texas Open Meetings Act, Texas Government
 - Code to discuss recommendations of candidates for Administrative Law Judge position
 - Action on Item 5
 - Discussion of Candidate Interview Dates *Special call meeting
 - Future Meeting Date and Adjournment
- ***Meeting Minutes have not been approved yet**

JUDICIAL NOMINATING COMMISSION

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.