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IN RE APPOINTMENT OF CHILDREN’S JUSTICE INITIATIVE  
DISTRICT LEAD JUDGE(S), DISTRICT ADMINISTRATIVE STAFF,  
AND COUNTY CJI JUDGES – DISTRICT 5

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**AMENDED ORDER**

**WHEREAS**, Judicial Council Policy 6.01 regarding the Children’s Justice Initiative (CJI) provides that the Chief Judge of each district shall appoint one or more district lead judges, county CJI judges, and district project staff,

**WHEREAS**, in 2006 the Chief Judge of this district issued an order making the required appointments, and

**WHEREAS**, a revision to that order is now required;

**NOW, THEREFORE, IT IS HEREBY ORDERED:**

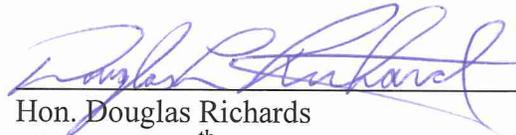
1. Effective immediately and until further order of the Chief Judge the Honorable David Peterson and the Honorable Michelle Dietrich are appointed as **District Lead Judges** for the Fifth Judicial District.
2. Effective immediately, and until further order of the Chief Judge, the following judges are appointed as **CJI Judges** for the 5<sup>th</sup> District with the responsibilities identified in Attachment A:

<u>Blue Earth</u>	<u>Hon. Kurt Johnson</u>
<u>Brown</u>	<u>(Chambers temporarily vacant)</u>
<u>Cottonwood</u>	<u>Hon. Bruce Gross</u>
<u>Faribault</u>	<u>Hon. Douglas Richards</u>
<u>Jackson</u>	<u>Hon. Linda Titus</u>
<u>Lincoln and Lyon</u>	<u>Hon. Michelle Dietrich and Hon. Lee Bush</u>
<u>Martin</u>	<u>Hon. Robert Walker</u>
<u>Murray</u>	<u>Hon. Terry Vajgrt</u>
<u>Watonwan</u>	<u>Hon. Gregory Anderson</u>

<u>Nicollet</u>	<u>Hon. Allison Krehbiel</u>
<u>Nobles</u>	<u>Hon. Gordon Moore</u>
<u>Redwood</u>	<u>Hon. David Peterson</u>
<u>Rock &amp; Pipestone</u>	<u>Hon. Terry Vajgrt</u>

3. Kathy Gronewald and Carol Melick shall continue to serve as **CJI District Staff** with the responsibilities identified in Attachment A.

Dated: May 4<sup>th</sup>, 2012

  
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Hon. Douglas Richards  
Chief Judge, 5<sup>th</sup> Judicial District

## ATTACHMENT A

### CHILDREN'S JUSTICE INITIATIVE – ROLES AND RESPONSIBILITIES

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#### **Supreme Court Lead** (Chief Justice Lorie Gildea)

- Co-chair of Statewide CJI Advisory Committee, along with Commissioner of the Department of Human Services
- Liaison with the Department of Human Services
- Liaison with other stakeholder leaders, such as the Board of Public Defense, the County Attorney's Association, Minnesota Association of County Social Services Agencies, etc.
- Serves as communications lead

#### **CJI Advisory Committee** (representatives of stakeholder leadership groups)

- Advises the Supreme Court, Department of Human Services, and other stakeholders statewide regarding the direction and general parameters of the CJI
- Serves as liaison for stakeholders and communicates CJI message to others
- Members advance CJI mission within respective stakeholder groups

#### **County CJI Judge** (1 or more per county as appointed by Chief Judge)

- Establishes and Chairs the CJI County Team
- Collaborates with the County Social Services Director to plan team meetings, work assignments, best practice focus areas, performance measures needing improvement, etc.
- Serves as leader and "motivator" in promoting positive change among the stakeholders
- Reviews and communicates results of county data and other reports to the CJI team
- Participates in district-wide CJI initiatives and planning efforts as needed
- Assures submission of county status reports to the District and State Staff

#### **County Team Support Person** (designated by County CJI Judge)

- Assists the County CJI Judge in arranging meetings and preparing agendas
- Assures that accurate team meeting minutes are kept and distributed
- Provides written/oral status reports on county team activities as required by District Staff

#### **District Lead Judge** (1 or more per district as appointed by Chief Judge)

- Participates in state-level CJI Project planning and policy development through participation in periodic state-wide lead judge meetings
- Promotes and supports implementation of Judicial Council Policy 6 regarding CJI in all counties in the district through regular district bench meetings, email communications throughout the district, and the provision of technical assistance to CJI County Judges and teams within the district
- Reviews district and county status reports on a regular basis in terms of compliance with CJI performance measure expectations and consults with County Social Services Directors and other stakeholder leaders

#### **State Court Administration Staff** (Ann Ahlstrom and Judy Nord)

- Manages project statewide
- Advises the Supreme Court Lead, Chief Justice, CJI Project Chair, Department of Human Services, District Lead Judges, CJI County Judges, CJI county teams, stakeholder leaders, and others regarding the direction and general parameters of the CJI

- Provides general expertise and technical support to teams and individuals in terms of legal research, review of local procedures, CJI team activities, etc.
- Serves as project lead workers on development of statewide publications, reports and forms
- Serves as general resource liaisons to stakeholders like DHS, County Social Services, the County Attorney's Association, the ABA, etc.
- Obtains and coordinates expenditures of federal funding related to the CJI
- Monitors and evaluates status and improvements to support federal reporting requirements and general project planning and direction
- Receives and reviews status reports from the Districts and responds as needed

**District Administrative Staff** (1 or more per district as appointed by Chief Judge)

- Assists District Lead Judges in scheduling and conducting CJI planning/coordination meetings with other stakeholders
- Assists with preparation of CJI materials, data, and information to be provided by District Lead Judges at District Bench meetings
- Reviews, summarizes, and discusses regularly with District Lead Judges any district/county performance measure reports (e.g., MNJAD reports, CJI data reports, DHS data reports, etc.) in terms of compliance with CJI performance measure expectations
- Reports regularly to District Lead Judges regarding best practices listed in the CJI County Practice Guide (e.g., timely hearings, appointment of GALs, caseload and calendaring issues, etc.) needing attention within the district/counties
- Collects, reviews, and regularly discusses with District Lead Judges information regarding status of county CJI teams
- Serves as a central information resource for CJI teams throughout the district, and as a primary contact for State CJI staff
- Provides written/oral status reports to State CJI Staff on status of the CJI in the District
- Assists with county team activities as needed and directed by the District Lead Judges
- Participates in District Staff bi-monthly conference calls