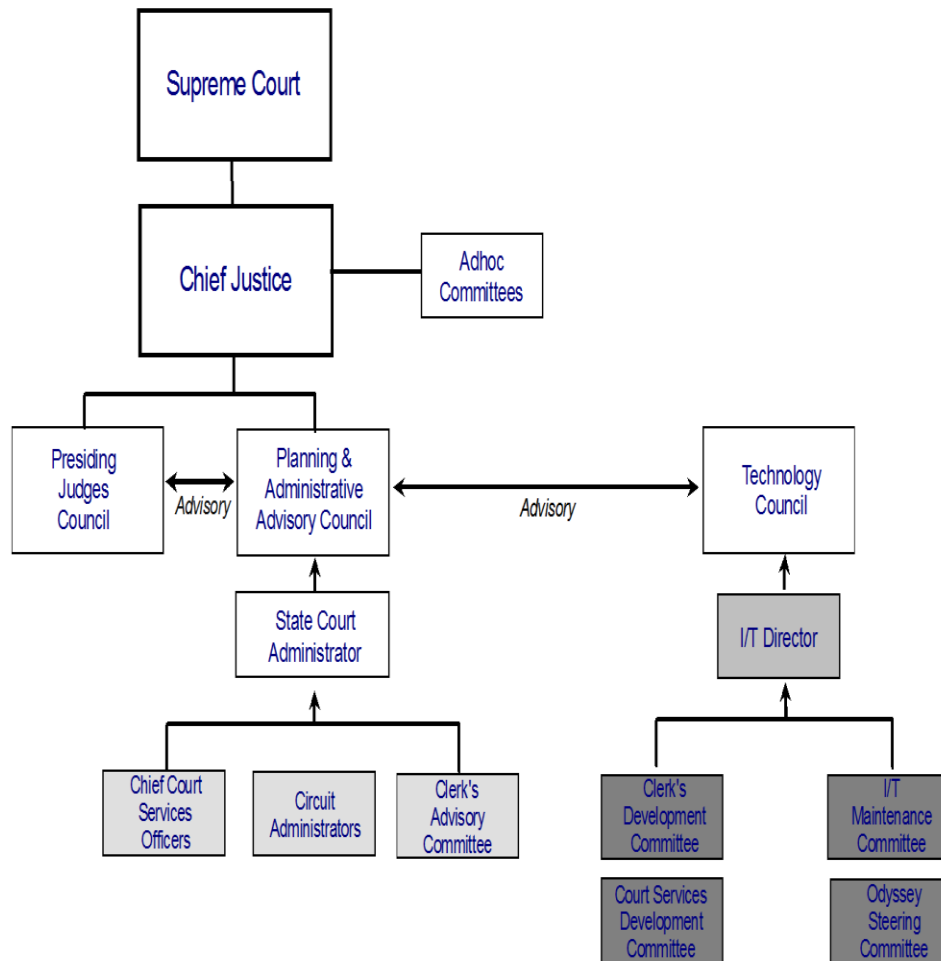


Councils and Committees

Updated 1/4/2012

UJS

Committee Workflow Chart



Policy Groups
 Business Groups
 Business Technology Group
 Technology Groups

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Planning and Administrative Advisory Council

Mission Statement: The PAAC is the Supreme Court’s Planning and Administrative Advisory Council. It exists to provide leadership to the Supreme Court, circuit courts, and the State Court Administrator’s Office on best practices and consistent business policies that affect internal court operations, resources, and priorities; to advise them on long-term statewide planning for the UJS; and to recommend system-wide responses to changing expectations of the judicial environment, such as future trends, technological developments, economic and societal patterns, and shifting demographics. PAAC will work in concert with the Supreme Court’s Technology Council and the Presiding Judges’ Council to offer recommendations that will allow the UJS to anticipate and address those areas in a clear, active, and well-coordinated manner.

Membership:

Chaired by Justice Glen Severson; Vice-Chair is Presiding Judge Warren Johnson. SCA is advisory and voting member.

David Gienapp, Presiding Judge

Jeff Davis, Presiding Judge

Scott Myren, Circuit Judge

Alan Dietrich, Magistrate Judge

Gary Moen, Chief Court Services
Officer

Carol Foster, Clerk of Court

Barb McKean, Clerk of Court

Kristi Brandt, Court Reporter

Karl Thoennes, Circuit Administrator

Heather Covey, Circuit Administrator

Shirley Jameson-Fergel, Clerk of
the S.D. Supreme Court

Jerry Hofer, Court Services Officer

Patricia Duggan, State Court
Administrator. Member and Advisory

Appointment: Appointed by Chief Justice

Term of Appointment: Four year appointment, subject to reappointment

Meetings: Two times a year minimum and as needed

Staff: SCAO senior staff as needed

Presiding Judges Council

Mission Statement: As per SDCL 16-2-21, the presiding judges have administrative supervision and authority over the operation of the circuit courts, the courts of limited jurisdiction, and clerks and other personnel in the circuit.

Membership: Presiding Judge from each circuit

- 1st Circuit - Steven Jensen
- 2nd Circuit – Kathleen Caldwell
- 3rd Circuit - David Gienapp
- 4th Circuit - Warren Johnson, Chair
- 5th Circuit - Jack Von Wald
- 6th Circuit - John Brown
- 7th Circuit - Jeff Davis

Appointment: Appointed by Chief Justice

Term of Appointment: Determined by Chief Justice

Meetings: Four times a year

Staff: State Court Administrator and senior staff as needed

Clerks Advisory Council

Mission Statement: The mission of the Clerks Advisory group is to provide recommendations on procedural guidelines for clerks of court; identify and solve problems that arise in the performance of clerk functions, improve communications between clerks, presiding judges and administration; and develop a better working relationship with all components of the UJS.

Membership:

1st Circuit Dorene Winckler (Douglas County) and Jody Johnson
(Yankton County)

2nd Circuit Suzanne Folk (Minnehaha County) and Tracey Butler
(Minnehaha County)

3rd Circuit Marci Stevens (Hand County) and Ann Hazuka
(Beadle County)

4th Circuit Lane Keil (Meade County) and Karen Teigen
(Harding County)

5th Circuit Carrie Hinrichs (Day County) and Marla Zastrow
(Brown County)

6th Circuit Marsha Hodge (Tripp County) and Andrea Wade (Mellette
County)

7th Circuit Ranae Truman (Pennington County) and Carol Foster
(Fall River County)

Appointment: Appointed by Presiding Judge

Term of Appointment: As appointed by Presiding Judge

Meetings: Quarterly

Staff: SCAO

Technology Council

Mission Statement: The Technology Council is the Supreme Court's Advisory Council on technology-related issues. It exists to provide leadership to the Supreme Court, circuit courts, and the State Court Administrator's Office by (1) conducting a thorough evaluation of all existing and proposed UJS information systems and technical applications; (2) overseeing the development of new systems and applications as needed; and (3) setting priorities for providing technological solutions to the UJS. The Technology Council will work in concert with the Supreme Court's Planning and Administrative Advisory Council (PAAC) and the Presiding Judges' Council to offer recommendations that will allow the UJS to anticipate and address technology-related issues in a clear, active, and well-coordinated manner.

Definition: The UJS Technology Council oversees the information technology investment for UJS. Members of the Technology Council are appointed by the Chief Justice. The Council will:

1. Provide strategic leadership for CMS and I/T operations of UJS through the alignment of I/T strategic objectives and activities with UJS business priorities as set by the Supreme Court, PAAC, and the Presiding Judges.
2. Prioritize I/T initiatives and resolve resource allocation issues based on project prioritization.
3. Ensure open communications between the I/T department and the other functional units of UJS so as to promote collaborative planning.

Membership:

Justice John Konenkamp, Chair	Mona Weiger, Court Reporter
SCA Patricia Duggan, Vice-Chair	Mike Pisciotta, Circuit Administrator
CDC Chair, Justice Glen Severson	Amy Nelson, Clerk of Court
CSDC Chair, Justice Lori Wilbur	Angie Gries, Clerk of Court
Shawn Pahlke, Magistrate Judge	Doris Juhnke, Clerk of Court
Mike Brumbaugh, CCSO	Derrick Nedved, I/T Maintenance Chair
Alan Hall, Court Services Officer	I/T and CMS Directors - advisory members

Appointment: Recommended by State Court Administrator and appointed by Chief Justice

Term of Appointment: Open ended

Meetings: Two per year minimum and as needed

Staff: SCAO

UJS Technology

Clerk of Court Application Development Committee (CDC formerly ROA)

Mission Statement: This committee works on major computer development projects relating to clerk of court offices. The committee was originally formed in 1998 and has assisted in the development of an online Protection Order System, a Juvenile Case Management System, conversion of a PC-based Register of Action (ROA) system to the UJS Integrated Database, development of a civil and small claims case management system, and re-write of a web-based Protection Order system. The UJS Technology Committee assigns new projects according to the UJS Long-Range Information Systems Plan (ISP) prepared by the UJS Technology Committee.

Membership:

Justice Glen Severson, Chair

Presiding Judge Jeff Davis, Vice Chair

Mark Anderson, Magistrate Judge

Melissa Larsen, Union County Clerk

Andrea Wade, Mellette County Clerk

Tony Benning, Circuit Administrator

Robin Houwman, Circuit Judge

Tara Hicks, UJS Court Services Office

Shawn Sorenson, Butte County Clerk

Tracey Butler, Minnehaha County Clerk

Susan Compaan, Day County Clerk

Karl Thoennes, Circuit Administrator

Stan Zolczynski, Pennington Co. Clerk

Marci Stevens, Hand County Clerk

Suzanne Folk, Minnehaha Co. Deputy Clerk

Appointment: Appointed by State Court Administrator. Members rotate at the start of each new project.

Term of Appointment: By project

Meetings: Approximately three times a year on an as-needed basis.

Staff: SCAO

UJS Technology

Court Services Applications Development Committee (CSDC formerly CATS)

Mission Statement: This committee works on major computer development projects relating to court services. It was originally formed in 1998 and has assisted in the development of an online Adult Probation System and in the conversion of the old “404” system to the UJS Integrated Database. New projects are assigned to this committee according to the UJS Long-Range Information Systems Plan (ISP) prepared by the UJS Technology Committee.

Membership:

Justice Lori Wilbur, Chair
Circuit Judge Vince Foley, Vice Chair
Circuit Judge Mary Thorstenson
Kim Allison, First Circuit Administrator
James Gravett, 2nd Circuit CSO
Chris Pankratz, Fourth Circuit CSO
Mike Brumbaugh, Fifth Circuit CCSO
Jon Moore, First Circuit CSO
Kraig Archer, Fifth Circuit CSO
VACANT, Sixth Circuit CSO
Nicole Drew, Seventh Circuit CSO
Carol Worth, Third Circuit CSO Secretary
Jeff Norris, Seventh Circuit Deputy CSO
Sharon Kraft, First Circuit Court Services Secretary
Kathy Christenson, UJS Court Services Office

Appointment: Appointed by State Court Administrator. Members rotate at start of each new project.

Term of Appointment: By project

Meetings: Approximately three times a year on an as-needed basis

Staff: SCAO

I/T Maintenance Committee (ITMC)

Membership:

CCSO Derrick Nedved, Chair
Karl Thoennes, Circuit Administrator, Vice Chair
Tony Benning, Clerk of Court, CDC representative
Ranae Truman, Clerk of Court, CAC representative
Dorene Winckler, Clerk of Court (Douglas County)
Marsha Hodge, Clerk of Court (Tripp County)
LeAnn Birkeland, CCSO representative
Pat Dringman, CSDC representative
Amy Krueger, Court Services Officer
Sharon Kraft, Court Services Support

Meetings: As needed

Staff: Kathy Christenson, Trial Court Services
Tara Hicks, Trial Court Services
Nancy Anderson, Business Analyst
John Kayser, I/T Maintenance Supervisor
Kent Grode, I/T Director
I/T project managers as needed

Odyssey (Case Management System) Project Steering Committee

The CMS Project Steering Committee tackles the non-technical areas of the development process. The Committee will recommend and approve uniform policies regarding case management practices referred by UJS Development committees and/or Circuit Administrators; recommend and approve solutions regarding differences between the case management system capabilities and UJS business practices; and oversee, recommend, and approve solutions relating to the case management system.

Membership:

Justice John Konenkamp, Chair

Patricia Duggan, Vice Chair

Judge Steven Jensen, Presiding Judge, First Circuit (Rural Court)

Magistrate Alan Dietrich, Magistrate Judge, Second Circuit (Urban Court)

Tony Benning, Third Circuit Administrator

Derrick Nedved, CCSO, Fourth Circuit

Susan Compaan, Clerk of Court, Fifth Circuit

Judge Kathleen Trandahl, Circuit Judge, Sixth Circuit (Rural Court)

Judge Jeff Davis, Presiding Judge, Seventh Circuit (Urban Court)

Meetings: As needed

Staff: Kent Grode, IT Director

Chief Court Services Officers

Mission Statement: The mission of the Chief Court Services Officers group is to provide leadership, counsel and management to the court services staff to ensure quality service by utilizing the best probation practices, while serving the Supreme Court, circuit courts, clients, victims and communities of the state of South Dakota.

Membership:

1 st Circuit	Charles Frieberg
2 nd Circuit	Patty Vonsik
3 rd Circuit	Gary Moen
4 th Circuit	Derrick Nedved
5 th Circuit	Mike Brumbaugh
6 th Circuit	Le Ann Birkeland
7 th Circuit	Judd Thompson

Appointment: Chief Court Services Officer from each circuit

Term of Appointment: Determined by Presiding Judge

Meetings: Four times a year and as needed

Staff: Director of Trial Court Services

Circuit Administrators

Mission Statement: The mission of the circuit administrators group is to provide ongoing leadership and management of all non-judicial functions of the circuit court and to make recommendations to the State Court Administrator's Office and Presiding Judges Council regarding circuit court policies and procedures.

Membership: Administrator from each circuit

1st Circuit Kim Allison
2nd Circuit Karl Thoennes
3rd Circuit Tony Benning, Chair
4th Circuit Mike Pisciotta
5th Circuit Susan Compaan
6th Circuit Heather Covey
7th Circuit Kristi Wammen

Appointment: Appointed by Presiding Judge

Term of Appointment: Determined by Presiding Judge

Meetings: Four times a year minimum and as needed

Staff: SCAO

Addendum

Benchbook Committee

Mission: To provide assistance to South Dakota judges by updating and improving the Benchbook on a regular basis, while maintaining its utility as a quick reference organized in a checklist type format augmented by cites to key cases.

Membership:

Justice Lori Wilbur, Co-Chair

Circuit Judge Glen Eng, Co-Chair

Circuit Judge Scott Myren, Co-Chair

The Co-Chairs request assistance from any other judges they need to work on particular areas in the Benchbook.

Appointment: Chief Justice

Term of Appointment:

Meetings: As needed

Staff: SCAO as needed

Board of Bar Examiners

Mission: The Board of Bar Examiners shall be charged with the duty of administering the requirements for admission to practice law and shall have authority to adopt rules and regulations not inconsistent with this chapter, which shall become effective upon approval by the Supreme Court.

Membership: The Board of Bar Examiners shall consist of five members of the State Bar appointed by the Supreme Court. The court shall designate a chairman and the Clerk of the Supreme Court or an officer of the court so designated shall be the ex officio secretary of the board. No member shall be affiliated with a law school or engaged directly or indirectly in the preparation of applicants to practice law. SDCL 16-16-3.

Susan M. Sabers, Chair

Larry Von Wald

R. Alan Peterson

Jack H. Hieb

Marya Vrooman Tellinghuisen

Appointment: Supreme Court

Term of Appointment: Three years

Meetings: As needed

Staff: Chief of Legal Research

Board of Pardons & Paroles

Purpose: The Board of Pardons and Paroles is a nine-member appointed board charged with the authority to make decisions of parole, the revocation of parole, and parole policy and procedure. SDCL 24-13-2.

Membership: Ed Ligtenberg, Executive Director

<u>Board Member</u>	<u>Appointing Authority</u>	<u>Residence</u>
David Nelson, Chair	Chief Justice	Sioux Falls
Kenneth Albers	Governor	Canton
Keith Bonenberger	Attorney General	Kadoka
Patricia A. Meyers	Chief Justice	Rapid City
James P. Smith	Governor	Pierre
Debra Flute	Governor	Sisseton
Jack Hieb	Attorney General	Aberdeen
Kay Nikolas, Vice Chair	Chief Justice	Sisseton
Don Holloway	Attorney General	Rapid City

Appointment: Three appointed by the Governor, three appointed by the Attorney General, and three appointed by the South Dakota Supreme Court.

Term of Appointment: Four years

Meetings: At least once every three months in a public forum.

Staff: The Board of Pardons and Paroles is administered under the jurisdiction and direction of the Department of Corrections, but retains quasi-judicial, quasi-legislative, advisory and other non-administrative functions independent of the Department of Corrections.

Child Support Referees Task Force

Mission: The Referees conduct hearings with the parents to determine a parent's child support obligation; their Findings of Fact and Conclusions of Law and Recommendations are submitted to the court for consideration. .

Membership:

Thomas Keller, Sioux Falls
Mary Lou Jorgensen, Sioux Falls
Marcene Smith, De Smet
Laurel Olson Eggers, Sioux Falls
Timothy Dougherty, Sioux Falls
Wanda Howey-Fox, Yankton
Forrest Allred, Aberdeen
Thomas Lee, Pierre
Lee Ann Pierce, Brookings
John Feehan, Rapid City
Eric J. Strawn, Spearfish
Randolph Stiles, Mitchell

Term of Appointment: As per contract

Meetings: Quarterly

Staff: SCAO Legal Counsel, Staff Attorney

Commission on Equal Access to Our Courts

Mission: The Commission on Equal Access to Our Courts shall provide grants to nonprofit entities that are funded, or nonprofit entities contracting with nonprofit entities that are funded by the Legal Services Corporation, and deliver legal services to persons meeting income eligibility guidelines.

Membership:

Appointing Authority

Circuit Judge John L. Brown	Chief Justice
Greg Sattizahn	Chief Justice
Cheryl Hanna	Governor
Steve Cutler	Governor
Mary McClure Bibby	Governor
Tom Welk	State Bar
Tom G. Fritz	State Bar

Appointment: Two members appointed by the Chief Justice of the Supreme Court, two members appointed by the president of the State Bar of South Dakota, and three members appointed by the Governor.

Term of Appointment: Staggered terms initially. Thereafter, each appointment shall be for a term of three years, beginning on the first day of July.

Corrections Commission

Mission: Assist the Department of Corrections in examining criminal justice issues, developing initiatives to address problems in corrections and the criminal justice system, and annually report on its activities to the Legislature, Governor, and Chief Justice of the Supreme Court.

Membership:

<u>Commission Member</u>	<u>Representation</u>	<u>Appointing Authority</u>	<u>Residence</u>
Sen. Craig Tieszen, Chair	Senate Republican	Political party caucus leader	Rapid City
Rep. Lance Carson, Vice Chair	House Republican	Political party caucus leader	Mitchell
Sen. Jim Bradford	Senate Democrat	Political party caucus leader	Pine Ridge
Judge John Brown	Unified Judicial System	Chief Justice	Pierre
Judge Patricia Riepel	Unified Judicial System	Chief Justice	Sioux Falls
Rep. Larry Lucas	House Democrat	Political party caucus leader	Mission
Timothy Bottum, Esq.	Board member for Abbott House and Mitchell Tech Institute.	Governor	Mitchell

David McGirr	Mayor, former police commissioner	Governor	Huron
Mark W. Anderson	Labor	Governor	Sioux Falls

Appointment: (1) Three members appointed by the Governor. The Governor shall appoint: one member from a list of three nominees provided by the Industry and Commerce Association of South Dakota; one member from a list of three nominees provided by the South Dakota Retailers Association; and one member representing labor; (2) Two senators, one from each political party, appointed by the respective political party caucus leader; (3) Two representatives, one from each political party, appointed by the respective political party caucus leader; and (4) Two members appointed by the Chief Justice of the Supreme Court.

Term of Appointment: At the pleasure of the appointing authority

Meetings: At least two times each year at the call of the Secretary of the Department of Corrections or the chair of the commission.

Council of Juvenile Services

Mission: The Council of Juvenile Services shall be responsible for the following:

- (1) In conjunction with the secretary of the Department of Corrections, establish policy on how the formula grants program of the Juvenile Justice and Delinquency Prevention Act is to be administered in South Dakota;
- (2) Approve the state plan, and any modifications thereto, required by 223(a) of the Act prior to submission to the Office of Juvenile Justice and Delinquency Prevention;
- (3) Submit annual recommendations to the Governor and Legislature concerning the functions of the Council of Juvenile Services and the status of the state's compliance with the Act;
- (4) Approve or disapprove grant applications and other funding requests submitted to the Department of Corrections under §§ 1-15-27 to 1-15-31, inclusive, and assist with monitoring grants and other fund awards;
- (5) Assist the Department of Corrections in monitoring the state's compliance with the Act;
- (6) Study the coordination of the various juvenile intervention, prevention, treatment, and rehabilitation programs;
- (7) Study effective juvenile sentencing, adjudication, and diversion policies and provisions;
- (8) Make a special study of, and make an annual report to the Governor, the Unified Judicial System, and the Legislature by June thirtieth of each year concerning, the appropriate administration of and provision for children in need of supervision in this state;
- (9) Contact and seek regular input from juveniles currently under the jurisdiction of the juvenile justice system; and
- (10) Perform other such activities as determined by the Governor, the secretary of the Department of Corrections, or the Council of Juvenile Services.

Membership:

Carol Twedt, Chair
Judge Janine Kern
Aaron McGowan
Elizabeth Heidelberger
Gib Sudbeck

Nancy Allard
Beth O'Toole
Doug Herrmann
Ella Rae Stone
Grant Walker

Jason Goette
Joanne Vitek
Mike Leidholdt
Tim Reisch
Victor Erlacher

JC Chambers
Karen Jeffries
Susan Randall
Trey Erickson
Virgena Wieseler

Appointment: by the Governor

Term of Appointment: 3 year term

Court Appointed Special Advocates Commission

Mission: To make awards through the grant program and to perform related functions as provided in this Act. The commission is administered and staffed by the UJS and consists of five residents of the state. SDCL 23-3-52.

Membership:

Judge Kathleen Trandahl
Kimberly Max
Kristie Fiegen
Alecia Thompson
Jamie Reiff

Appointing Authority:

Chief Justice
Chief Justice
Governor
Governor
Governor

Advisory: UJS Director of Public Information; UJS Court Improvement Program Coordinator

Appointment: Governor appoints one member with experience in the duties of investigation of child abuse and neglect, one member who is a current or former SD legislator, and one member who has experience in issues of child abuse and neglect in a tribal setting. Chief Justice appoints one member who has a background in judiciary or legal services with experience and knowledge in abuse and neglect court proceedings and one member who has experience with providing treatment services to children who are victims of abuse and neglect.

Term of Appointment: Three years

Meetings: As necessary to carry out its functions

Staff: SCAO

Court Improvement Program Committee

Mission: The committee assists in establishing goals and strategic planning related to child abuse and neglect in conjunction with the court improvement grants.

Membership:

Presiding Judge Jeff Davis, Chair
Scott Myren, Circuit Judge
Tony Benning, Circuit Administrator
Roxie Erickson, Deputy State's Attorney
Becky Morlock Reeves, Attorney
Virgena Wieseler, DSS Child Protection Office
Vicki Burger, DSS Child Protection Office
LuAnn Van Hunnik, DSS Child Protection Office
Sharon Kallemeyn, Victim's Assistance, Office of State's Attorney
Amy Benda, CASA Program
Sen. Todd Schlekeway, Legislative Representative
Dave Valandra, ICWA Office
Lt. Marty Graves, Law Enforcement Representative
Dr. Melody Schopp, Secretary of SD Department of Education

Appointment: by the Chief Justice

Term of Appointment: Committee members will serve either three or five year terms

Meetings: As needed

Staff: SCAO

Court Reporter Committee

Mission: Created in 2007, the committee's goal is to explore innovative ways to provide court reporting services and best recruit and retain qualified court reporters.

Membership:

Presiding Judge Jeff Davis, Chair
Michelle Palmer-Percy, Magistrate Judge
Cynthia Weichmann, Court Reporter
Mary Anne Meyer, Court Reporter
Carla Bachand, Court Reporter
Karl Thoennes, Circuit Administrator
Tony Benning, Circuit Administrator
VACANT, Magistrate Judge
Melissa Neville, Attorney

Appointment: Chief Justice

Term of Appointment: 4 years

Meetings: As needed

Staff: Karn Barth, Judicial Branch Educator

Crime Victim's Compensation Commission

Mission: The commission shall:

- (1) Hear and determine claims for compensation as provided in § 23A-28B-3;
- (2) Promulgate rules, pursuant to chapter 1-26, governing conduct of hearings before the commission;
- (3) Assist the department in publicizing the availability of and procedures for obtaining compensation pursuant to the provisions of this chapter; and
- (4) Assist the department in developing, implementing and evaluating effective crime victim compensation policies and procedures.

Membership: Five residents of the state, three of whom shall be appointed by the Governor and confirmed by the senate as follows:

- (1) One member shall be a law enforcement officer with a minimum of five years experience in a law enforcement agency which has among its primary duties the investigation of violent crimes;
- (2) One member shall be a physician or a person who, in the opinion of the Governor, has experience or knowledge in the processing and evaluation of medical claims; and
- (3) One member shall be a person with experience in providing victim assistance services, either through employment with a governmental agency which provides such services or as an officer, employee, or volunteer of a nonprofit, charitable crime victims' organization established pursuant to the laws of this state.

One member of the commission shall be appointed by the Chief Justice of the State Supreme Court. One member of the commission shall be appointed by the Attorney General.

<u>Board Member</u>	<u>Appointing Authority</u>	<u>Experience</u>	<u>Residence</u>
Lynette Gordon	Chief Justice	Court Services Officer	Deadwood
Sharon Kallemyn	Attorney General		Rapid City
David DeJabet	Governor	Law Enforcement	Pierre
Judith Hines	Governor	Victim's Assistance	Brandon
Dr. Teresa Marts	Governor	Physician	Winner

Appointment: Three members appointed by the Governor, one member appointed by the Chief Justice and one member appointed by the Attorney General.

Term of Appointment: Three years

Disciplinary Board of the State Bar of South Dakota

Mission: To investigate written complaints regarding a lawyer who has acted improperly or unethically. The Disciplinary Board sends a copy of the complaint to the lawyer and requires the lawyer to respond within a specified time period. When the response is received, the Board conducts a further investigation to determine whether the lawyer's conduct has violated the Rules of Professional Conduct.

Membership:

Terry Hofer, Chair

Lisa K. Marso

Jon C. Sogn

Jennifer Trucano

Roger Tellinghuisen

Robert E. Hayes

Robert H. Miller (lay member)

Robert Frieberg, Counsel

Laurence Zastrow, Deputy Counsel

Thomas C. Barnett, Jr., Board Secretary

Appointment: Six appointed by State Bar and a lay member appointed by Chief Justice

Term of Appointment: One term of 5 years only.

Meetings: Four times a year and at Bar Convention and prior to the Judicial Conference

Discipline Review Board

Mission: To provide a neutral forum in which an employee may seek review of a decision that demotes, suspends, or terminates that employee for cause, or for a decision that may place an employee in risk of harm. Created by the Supreme Court in March 1996, with adoption of UJS Personnel Rule 8.1.

Membership: Presiding judge, circuit administrator and a non-supervisory employee, no two from the same circuit.

Presiding Judge Jack Von Wald, Chair
Karl Thoennes, Circuit Administrator
Jason Schneider, Court Services Officer

Alternates:

Warren Johnson, Presiding Judge
Heather Covey, Circuit Administrator
Lori Antonsen, Deputy Clerk of Court

Appointment: Chief Justice

Term of Appointment: Four years

Meetings: As needed

Staff: SCAO

Emergency Preparedness Committee

Mission: Major disaster planning for situations such as the bird flu, tornado, flood or widespread blizzard.

Membership:

Circuit Judge Steven Jensen, Chair

Circuit Judge Bruce Anderson

Circuit Administrator Angie Goetz

Clerk of Court Cindy Marohl

Chief Court Services Officer Derrick Nedved

Appointment: Chief Justice

Term of Appointment: 2 years

Meetings: As needed

Staff: SCAO

Fine and Bond Committee

Mission: Review and update the Fine and Bond Schedule

Membership:

Circuit Judge Patricia Riepel, Chair

Magistrate Judge Shawn Pahlke

Presiding Judge Warren Johnson

Appointment: Chief Justice

Term of Appointment: 2 years

Meetings: One meeting per year in early spring

Staff: SCAO Legal Counsel

Interstate Compact for Adult Offender Supervision State Council

Mission: The Council shall fulfill the duties outlined in the Act to authorize South Dakota to participate in the Revised Interstate Compact for Adult Offender Supervision. This Act applies to parolees who are governed through Executive Branch functions and probationers who are governed through Judicial Branch functions, and the duties and tasks associated with the interstate transfer of these offenders have been historically and will continue to be shared between the Executive and Judicial branches of South Dakota State government.

Membership: Executive Director of the Board of Pardons and Paroles for the State of South Dakota shall be South Dakota’s Compact Administrator and a member of the State Council. Other members of the State Council are as follows: the Director of Trial Court Services, a circuit judge, a state legislator, the Secretary of Corrections, a representative of a victims’ group, and a state or local law enforcement officer.

<u>Board Member</u>	<u>Experience</u>	<u>Appointing Authority</u>
Mark Barnett	Circuit Judge	Chief Justice of the State Supreme Court
Denny Kaemingk	Department of Corrections Secretary	Governor
Krista HeerenGraber	Representative of a victims’ group	Attorney General
Brian Zeeb	DCI	Attorney General
Rep. Joni Cutler	State legislator	Legislature’s Executive Board
Nancy Allard	Deputy Compact Administrator, Trial Court Services Director	Chief Justice of the State Supreme Court

Ed Ligtenberg

Compact Administrator, Board of
Pardons & Paroles

Automatic appointment

Appointment: The Director of Trial Court Services, appointed by the Chief Justice of the State Supreme Court; a Circuit Judge appointed by the Chief Justice of the State Supreme Court; a State Legislator appointed by the South Dakota Legislature's Executive Board; the Secretary of Corrections, appointed by the Governor; a representative of a victims' group appointed by the S.D. Attorney General; and a state or local law enforcement officer appointed by the S.D. Attorney General.

Term of Appointment: The individuals appointed to the positions of Executive Director of the Board of Pardons and Paroles, the Director of Trial Court Services, and the Secretary of Corrections shall be continuous members of the State council for the term that they are appointed to these positions.

Other members of the council shall serve terms of three years. Members are eligible for reappointment. Each member shall serve until their successor takes office, and, in the case of a vacancy, either at the end of three years or an interim vacancy, the appointing power shall make a subsequent three-year appointment.

Meetings: at least twice a year

Judges' Association

Membership: All justices, circuit judges and magistrate judges are members of the Judges Association.

Circuit Judge Scott Myren, President

Circuit Judge Timothy Bjorkman, President-Elect

Magistrate Judge Michelle Palmer-Percy, Secretary-Treasurer

Appointment:

Term of Appointment:

Meetings: Four times a year and at Bar Convention and prior to the Judicial Conference

Judicial-Bar Liaison Committee

Mission: To improve communication and relations between the bench and bar.
Organizational meeting Dec. 14, 1998.

Membership:

Tom G. Fritz, Chair	Chief Justice David Gilbertson
Justice Glen Severson, Sioux Falls	Judge Glen Eng, Yankton
Judge Janine M. Kern, Rapid City	Judge Warren Johnson, Deadwood
Judge Kathleen Trandahl, Winner	Judge (Ret.) Marshall Young, Rapid City
Judge Patricia Riepel, Sioux Falls	Jane Wipf Pfeifle, Rapid City
James A. Powers, Sioux Falls	Mark J. Arndt, Sioux Falls
Thomas Frankman, Sioux Falls	William C. Garry, Sioux Falls
Terry L. Hofer, Rapid City	Gary D. Jensen, Rapid City
Craig A. Kennedy, Yankton	Donald P. Knudsen, Rapid City
David E. Lust, Rapid City	Richard W. Sabers, Sioux Falls
Stephanie E. Pochop, Gregory	Roy A. Wise, Aberdeen
James L. Waggoner	Mark F. Marshall

Appointment: Chief Justice or State Bar President

Term of Appointment:

Meetings: Four times a year and at Bar Convention and prior to the Judicial Conference

Judicial Ethics Committee – State Bar

Mission: Opinions as to the propriety of any act or conduct and the construction or application of any canon shall be provided by the committee upon request from any justice, judge or magistrate, except as to matters relating to judicial campaigns which shall be the exclusive jurisdiction of the Special Committee created in Rule 30. If the committee finds the question of limited significance, it shall provide an informal opinion to the questioner. If, however, it finds the questions of sufficient general interest and importance, it shall render a formal opinion, in which event it shall cause the opinion to be published in complete or synopsis form with the names of the persons involved excised. Likewise, the committee may issue formal opinions on its own motion under such circumstances as it finds appropriate. All opinions shall be adopted by a majority vote of the members of the Committee. If a majority vote cannot be obtained, no opinion shall be issued.

Both formal and informal opinions shall be advisory only; however, the Commission and the Supreme Court shall consider reliance by a justice, judge or magistrate upon the ethics committee opinion. Ch. 16-2.

Membership: Two circuit court judges and one magistrate judge. A chairperson shall be elected annually by a majority vote of the ethics committee. Ch. 16-2.

Circuit Judge Tony Portra, Chair

Circuit Judge Steven Jensen

Magistrate Judge Shawn Pahlke

Appointment: Selected at the annual judges association meeting.

Term of Appointment: Three years.

Meetings: As needed

Judicial Qualifications Commission

Mission: The purpose of the commission is to investigate and hold hearings on complaints against a justice or judge and censure, remove or retire a justice or judge if warranted. Also present nominations to the Governor for all judicial vacancies. SDCL 16-1A-2.

Membership:

<u>Commission Member</u>	<u>Appointing Authority</u>	<u>Representation</u>	<u>Residence</u>
J. Crisman Palmer, Chair	State Bar	Lawyer	Rapid City
Sally Christenson, V. Chair	Governor	Citizen	Pierre
Bruce Anderson	Judicial Conference	Justice	Pierre
Ted McBride	State Bar	Lawyer	Rapid City
Jeff Davis, Secretary	Judicial Conference	Presiding Judge	Rapid City
Richard Travis	State Bar	Lawyer	Sioux Falls
Tom Dravland	Governor	Citizen	Pierre

Appointment: (1) Two judges of the circuit court, elected by the judicial conference; (2) three members of the bar practicing law in this state, no more than two of whom may be of the same political party, appointed by the president of the state bar; and (3) two citizens who are not judges, retired judges or members of the state bar, and not of the same political party, appointed by the Governor.

Term of Appointment: Four years. Not more than two terms.

Meetings: Quarterly

Judicial Training Committee

Mission: Created in 1981 to guide the in-state training programs for judges.

Membership:

Judge Tim Tucker, Chair

Judge Jack Delaney

Judge John Bastian

Judge Doug Hoffman

Judge Mary Thorstenson

Magistrate Judge Shawn Pahlke

Magistrate Judge Natalie Damgaard

Appointment: Chief Justice

Term of Appointment: Ongoing

Meetings: As needed

Staff: SCAO Judicial Branch Educator

Legal Services Committee, State Bar

Mission:

Membership:

Thomas Fritz, Co-Chair, Rapid City
Thomas Welk, Co-Chair, Sioux Falls
Roxanne Giedd, Pierre
Robert E. Hayes, Sioux Falls
Chris Hutton, Vermillion
Judge Robin Houwman, Sioux Falls (appointed by Chief Justice)
Bob L. Morris, Belle Fourche
J. Crisman Palmer, Rapid City
Robert Riter, Pierre
Eric C. Schulte, Sioux Falls
Richard L. Travis, Sioux Falls
Murl L. Woods, Rapid City

Ex-Officio:

Douglas P. Cummings, Sioux Falls
Patrick W. Donovan, Mission
Cheryl Hanna, Rapid City
Thomas J. Nicholson, Sioux Falls
Patrick G. Goetzinger, Rapid City
Thomas C. Barnett, Jr., Pierre

Appointment:

Term of Appointment: Until member resigns or an individual is elected.

Meetings:

Mental Health Planning and Coordination Advisory Council

Mission: SDCL 27A-3-1.3 Functions of council. The council shall advise the Department of Human Services in developing and in the modification of any necessary state or federal mental health plans, and shall advise the department in influencing and achieving greater coordination of planning and service delivery efforts among the various federal, state, local, or private agencies involved in the mental health service delivery network, and shall continually work for needed program and service expansion and achievement of the highest possible quality service. The council shall serve as an advocate for all individuals needing mental health services within the state.

SDCL 27A-3-1.4. Additional functions of council. In addition to the council's functions provided in SDCL 27A-3-1.3 the council shall advise the Department of Human Services on policy related matters and on matters related to the allocation of federal and state funds to the mental health centers in the state and the South Dakota Human Services Center, on matters concerning regulation, staff requirements, administration, audit and record keeping, and services to be provided by mental health centers and the South Dakota Human Services Center. The council shall further advise the department upon matters concerning the department's duties as provided in this chapter.

Membership:

Nancy Allard	Cathy Assid	Amy Iversen-Pollreisz
Robert Kean	Cindy Klein	Susan Kornder
Tim Loftesness	Duane Majeres	Amanda Lautenschlager
Cory Nelson	Rhonda Palm	Doris Schumacher
Bill Shroll	Phyllis Arends	Lynn Amdahl
Dawn Bultena	Mark Garry	Bernie Grimme
Ann Larsen	Barb Lefdal	Lorraine Polak
Doug Herrmann	Brandon Mills	Ramona White Plume
Brenda Traver	Sharon Sonnenschein	

Term of Appointment: 3 years

Meetings: The Mental Health Planning and Coordination Advisory Council meets quarterly unless otherwise determined by the council.

Staff: The Council is assigned to the Department of Human Services.

Personnel Management and Advisory Board

Mission: to provide advice and assistance to the Governor in administering the personnel management functions of the Executive Branch.

Membership: The PMAB is made up of 13 state employees from all branches of state government and from across South Dakota.

Eric Stroeder, Department of Transportation

Mae Gunnare, Department of Social Services

Paul Oien, Department of Transportation

Annie Mehlhaff, Legislative Research Council

Vacant

Laurie Gregg, Department of Health

Tammy Olson, Department of Social Services

Sue McKeehan, Bureau of Information and Telecommunications

Cindy Lavin, University of South Dakota

TBD, Secretary of State's Office

Beth Urban, Unified Judicial System

Kristi Honeywell, Bureau of Administration

Sandy Zinter, Bureau of Personnel

Appointment: 6 members are elected. Six members are appointed: three employees from the Executive Branch, one employee from a Constitutional Office, one employee from the Unified Judicial System, and one employee from the Legislative Branch. The 13th member is the Commissioner of the Bureau of Personnel.

Term of Appointment: Elections are held every 2 years. Appointed members serve at the pleasure of their appointing authority.

Staff: BOP staffs this Board.

Self-Represented Litigant/Pro Se Litigation Committee

Mission: The mission of the Pro Se Committee, appointed by the Chief Justice, is to provide leadership regarding Pro Se Litigation and necessary Pro Se forms, and to advise the Supreme Court on major administrative and procedural matters pertaining to Pro Se litigation.

Membership:

Magistrate Judge Michelle Palmer-Percy, Chair

Presiding Judge Steven Jensen

Circuit Judge, Mary P. Thorstenson

Magistrate Judge Shawn Pahlke

Circuit Administrator Kim Allison

Angelia Gries, Minnehaha County Clerk of Court

Cheryl Hanna, Director of Access to Justice (Advisory Member)

Appointment: Chief Justice

Terms of Appointment: 4 years

Meetings: Two times a year minimum and as needed

Staff: Staffed by SCAO

South Dakota Council for the Interstate Commission for Juveniles (ICJ)

Mission: The Interstate Commission for Juveniles, the governing body of the Interstate Compact for Juveniles, through means of joint and cooperative action among the compacting states, preserves child welfare and promotes public safety interests of citizens, including victims of juvenile offenders, by providing enhanced accountability, enforcement, visibility, and communication in the return of juveniles who have left their state of residence without permission and in the cooperative supervision of delinquent juveniles who travel or relocate across state lines.

Membership: The Unified Judicial System Director of Trial Court Services shall be South Dakota's Compact Administrator and Commissioner, and a member of the State Council. Other members of the State Council are as follows: Deputy Compact Administrator, a circuit judge, a SD Department of Social Services ICPC representative, a state legislator, the Secretary of Corrections, Director of DOC Juvenile Services, a director of a regional juvenile detention center, a representative of a victims' group, and a state or local law enforcement officer.

<u>Board Member</u>	<u>Experience</u>	<u>Appointing Authority</u>
Nancy Allard	South Dakota Interstate Commission on Juveniles Commissioner	Chief Justice of the State Supreme Court
Kathy Christenson	Deputy Compact Administrator for South Dakota ICJ	Chief Justice of the State Supreme Court
Randall Macy	Circuit Judge, Fourth Judicial Circuit	Chief Justice of the State Supreme Court
Denny Kaemingk	Secretary, Department of Corrections	Governor
Doug Herrmann	SD Department of Corrections Director of Juvenile Services	Governor
Virgena Wieseler	Interstate Compact for Placement of Children (ICPC) – SD Department of Social Services	Governor
Nick Moser	South Dakota State Representative	Legislature's Executive Board
Lyndon Overweg	City of Mitchell Chief of Police	Governor
Amy Carter	Victim Representative from Children's Inn, Sioux Falls	Governor

Todd Cheever

Director of Minnehaha County
Juvenile Detention Center

Governor

Appointment: The Director of Trial Court Services, appointed by the Chief Justice of the State Supreme Court; Deputy Compact Administrator, appointed by the Chief Justice of the State Supreme Court; a Circuit Judge appointed by the Chief Justice of the State Supreme Court; a State Legislator appointed by the South Dakota Legislature's Executive Board; the Secretary of Corrections, appointed by the Governor; a representative of a victims' group appointed by the Governor; a state or local law enforcement officer appointed by the Governor; a director of a regional juvenile detention center appointed by the Governor; Director of a Juvenile Services, appointed by the Governor; and a DSS ICPC representative appointed by the Governor.

Term of Appointment: The Legislative, Law Enforcement, Victim, and Juvenile Detention Center representative positions are three-year appointments. All others are appointed for the term they serve in their respective state positions.

Members are eligible for reappointment. Each member shall serve until their successor takes office, and, in the case of a vacancy, either at the end of three years or an interim vacancy, the appointing power shall make a subsequent three-year appointment.

Meetings: at least twice a year

South Dakota Retirement Board

Mission: On July 1, 1974, South Dakota's 7 public retirement plans joined into a unified system controlled by an elected board and managed by one administrator. South Dakota had created one of the first consolidated multiple-employer public retirement systems in the nation.

Membership:

Elmer Brinkman, Chair
Represents County Commissioners

Kent Osborne
Represents Elected Municipal
Officials

Justice Steven Zinter, Vice Chair
Justice of the Supreme Court

Steve Caron
Represents Teachers

Bonnie Mehlbrech
Represents Teachers

James Johns
Represents Public Safety Employees

Matt Clark
Represents SD Investment Council

Louise Loban
Represents Classified Employees

Dave Merrill
Represents School Boards

Darwin Longieliere
Represents Board of Regents
Employees

Jason Dilges
Governor's Appointee

Kathy "K.J." Peterson
Represents County Employees

Karl Alberts
Represents Municipal Employees

Eric Stroeder
Represents State Employees

Laurie Gustafson
Represents State Employees

Sandy Zinter
Governor's Appointee

James O. Hansen
Represents Retirees

Rob Wylie, Executive Director
S.D. Retirement System

Terms of Appointment: The regular term of office of a trustee is four years. The appointees of the Governor serve at the pleasure of the Governor. The term of the representative of the Investment Council is one year and he is appointed by the Investment Council.

Meetings: A minimum of twice a year.

Staff: Executive Director/Administrator of S.D. Retirement System

Supreme Court's Committee to Study the Use of Interpreters and Translators in the South Dakota Court System

Mission: To study and make recommendations to the S.D. Supreme Court as to rules and regulations regarding the use of interpreter and translators in the South Dakota Courts.

Membership:

Bradley Zell, Committee Chair
Circuit Judge, Second Circuit

Shawn Pahlke
Magistrate Judge, Seventh Circuit

Kerry Cameron,
Roberts Co. State's Attorney

Phil Peterson, Esq.
Peterson & Stuart Law Office
Beresford

Lisa Carlson
Court Reporter, Second Circuit

Greg Sattizahn, Legal Counsel
South Dakota Unified Judicial System

Jon Erickson
Circuit Judge, Third Circuit

Karl Thoennes
Circuit Administrator, Second Circuit

Lisa Fowler, Interpreter
Second Judicial Circuit

Judd Thompson
Chief Court Services Officer
Seventh Circuit

Rosa Iverson
Interpreter, Sixth Circuit

Ken Tschetter, Esq.
Tschetter & Adams Law Office
Sioux Falls

Marty Jackley
Attorney General
State of South Dakota

Bob Wilcox, Executive Director
S.D. Assoc. of Co. Commissioners

Aaron McGowan
Minnehaha Co. State's Attorney

Appointment: Appointed by Chief Justice

Term of Appointment: The committee's mission is completed when they submit their report to the Supreme Court.

Meetings: as needed

Staff: SCAO

Teen Driving Safety Task Force

Mission: To evaluate data, laws, and current practices regarding teen driving in South Dakota and provide recommendations for improving teen driving safety to the 2013 Legislature. The Task Force was established via HB1221 during the 2011 Legislative Session and appointment was contingent on the state receiving a grant to fund the activities of the task force.

Membership:

Committee Member	Representing	Appointed by
Nancy Allard	Judicial Services	Chief Justice
Sen.		Legislative Executive Board
Sen.		Legislative Executive Board
Rep.		Legislative Executive Board
Rep.		Legislative Executive Board
		Secretary of Public Safety
	Parents	Secretary of Public Safety
	Advocates	Secretary of Public Safety
	Law Enforcement	Secretary of Public Safety
	Insurance Industry	Secretary of Public Safety
	Auto Clubs	Secretary of Public Safety
	Health Care	Secretary of Public Safety
	Indian Health Service	Secretary of Public Safety
	Driver Education	Secretary of Public Safety
	Higher Education	Secretary of Public Safety
	Public Schools	Secretary of Public Safety
	Dept. of Public Safety	Secretary of Public Safety

Dept. of Education	Secretary of Public Safety
Dept. of Health	Secretary of Public Safety
Dept. of Transportation	Secretary of Public Safety

Appointment: The task force may not exceed twenty members. The Executive Board of the Legislative Research Council shall appoint two senators and two representatives. The Chief Justice of the Supreme Court shall appoint a representative. The secretary of Public Safety shall appoint no more than fifteen members to the task force. The secretary's appointments shall include parents, advocates, representatives from law enforcement, insurance industry, auto clubs, health care, Indian Health Service, driver education, higher education, public schools, and representatives of the Department of Public Safety, the Department of Education, the Department of Health, and the Department of Transportation.

Term of Appointment: The Task Force dissolves after a report is submitted to the legislature

Meetings:

Visitation Grant Advisory Group

The Visitation Grant Advisory Group allocates funds received by the Department of Social Services through Part D of Title IV (U.S.C. 651-669). This group was enacted through SB 12 during the 2011 legislative session. It replaces the committee originally entitled Visitation Enforcement Program Implementation Task Force.

Membership:

MEMBER	APPOINTED BY
John Bastian, Circuit Judge, 4 th Circuit	Chief Justice
Patricia Riepel, Circuit Judge, 2 nd Circuit	Chief Justice
Robin Houwman, Circuit Judge, 2 nd Circuit	Chief Justice
Carla Bachand	Governor
Catherine Piersol	Governor
Greg Dean	Governor
Debra Watson	Governor
Representative R. Shawn Tornow	Legislative
Senator Mike Vehle	Legislative

Appointment:

The advisory group is composed of three circuit court judges appointed by the Chief Justice of the Supreme Court, two members in good standing of the South Dakota Bar Association with experience in the law of domestic relations, custody, and visitation appointed by the Governor, Two at large members appointed by the Governor, and two legislators, one appointed by the speaker of the House of Representatives and one appointed by the president pro temp of the Senate.

The terms of the first advisory group will be staggered as to one, two or three year terms. After that, the term of each appointment is three years. No member may serve more than two consecutive three-year terms. The members may elect a chair from among the members.

Meetings: Annually, or as needed

Staff: Department of Social Services