

AGENDA

FEDERAL JUDICIAL CENTER

2006 National Conference for District Court Clerks, District Court Executives, and Chief Deputy Clerks

Conference Goals

- to provide a forum for addressing the leadership and management challenges facing the district courts
- to enhance understanding of current policy initiatives and their potential effect on court operations
- to consider the critical role of court leaders and managers in implementing national policies affecting justice administration in the U.S. district courts

Tuesday, October 3

- 12:00 p.m. FJC Advisory Committee Preconference Meeting
- 3:00 Preconference Exchange for New Clerks and New Chief Deputies
(Tower Court B)
FJC staff members, District Court Education Advisory Committee
- 5:00 Preconference Exchange Adjournment
- 5:30 No-Host Reception (Supreme Court Cafe)
- 7:00–9:00 Optional Presenter Meetings (Tower Court B)

Wednesday, October 4

- 7:00 a.m. Continental Breakfast (South Convention Lobby outside Grand Ballroom II)
- 8:00 Introductory Remarks (Grand Ballroom II)
Frances Toler, Senior Education Specialist, FJC
Cam Burke, Clerk of Court, District of Idaho
Judge Barbara J. Rothstein, Director, FJC
Bruce M. Clarke, Director, Education Division, FJC
Judge Edward W. Nottingham, District of Colorado
Greg Langham, Clerk of Court, District of Colorado
- 8:30 “Proud to be Your Wingman” (Grand Ballroom II)
Rob “Waldo” Waldman, Principal, Wingman Consulting
- 10:00 Break
- 10:15 Concurrent Sessions on Workplace Issues
Succession Planning (Tower Court A)
Organizational Designs for the Future (Grand Ballroom II)
Developing Performance Plans (Tower Court C)
Compensation Study (Windows)
Innovative Ways to Utilize Resources (Tower Court D)
Inspiring Yourself and Others (Tower Court B)

- 11:30 a.m. Lunch
- 1:00 p.m. Workplace Issues (*Concurrent sessions repeat.*)
- 2:15 Break
- 2:30 ECF: Current Status, Future Requirements (Grand Ballroom II)
David Scott, CM/ECF Co-Project Manager, District Court Administration Office, AO
- 2:50 Break
- 3:00 Concurrent Sessions on ECF Best Practices
Quality Assurance (Windows)
Customized ECF Reports (Tower Court C)
Privacy Issues Related to ECF (Tower Court D)
ECF: Why is There Still Paper? (Tower Court B)
ECF Training: Beyond the Classroom (Tower Court A)
Emerging ECF Issues (Grand Ballroom II)
- 4:00 Break
- 4:15 ECF Best Practices (*Concurrent sessions repeat.*)
- 5:15 Adjournment
- 6:00 Colorado District Court Social and FCCA Recognition of Retiring Clerks of Court
and Chief Deputies (Magnolia Room, 17th & Stout Street)

Thursday, October 5

- 7:00 a.m. Continental Breakfast (South Convention Lobby outside Grand Ballroom II)
- 7:45 Roundtable Discussions
ECF Procedures (Tower Court B)
Improving Jury Selection and Service (Windows)
Conflict Checking (Grand Ballroom II)
Everything You Always Wanted to Ask General Counsel (Tower Court D)
Congressional Outreach (Grand Ballroom II)
Judges, Chambers Staff, and ECF (Grand Ballroom II)
Mega Case Management (Grand Ballroom II)
Approaches to Strategic Planning (Tower Court A)
FAS4T Server Issues (Grand Ballroom II)
Changes in Federal Rules and New Laws (Grand Ballroom II)
Managing Websites (Tower Court C)
Techniques for Drafting Local Rules (Grand Ballroom II)
Courtroom Usage Study (Grand Ballroom II)
- 9:00 Current and Emerging Issues and Challenges Facing the District Courts (Grand Ballroom II)
Judge Julia Smith Gibbons, Chair, Judicial Conference Committee on the Budget
Judge Royal Furgeson, Chair, Judicial Conference Committee on Judicial Resources
Judge John R. Tunheim, Chair, Judicial Conference Committee on Court Administration and Case Management
Judge Thomas I. Vanaskie, Chair, Judicial Conference Committee on Information Technology
Richard H. Weare, Clerk of Court, District of Arizona (*Moderator*)

- 10:30 a.m. Break
- 10:45 Concurrent Sessions on Leadership Strategies and Solutions
 Shared Administrative Services (Windows)
 Containing and Reducing Rent Costs (Tower Court A)
 Working with Judges on Budget Matters (Tower Court C)
 Leadership in Case Management (Grand Ballroom II)
 Leadership in Audits (Tower Court D)
 Working with the Media (Tower Court B)
- 12:00 p.m. Lunch
- 1:30 Leadership Strategies and Solutions (*Concurrent sessions repeat.*)
- 2:45 Break
- 3:00 Update from the DCAD Advisory Committee (Grand Ballroom II)
 Bob Lowney, Division Chief, DCAD
 Pat Brune, Clerk, Western District of Missouri (*Committee Chair*)
 Committee Members
- 4:15 Adjournment, Optional Meeting with the International Association for Court Administration (Grand Ballroom II)
- 4:45 Optional Tour of Alfred A. Arraj U.S. District Courthouse (*Meet in the hotel's main lobby.*)

Friday, October 6

- 7:00 a.m. Continental Breakfast (South Convention Lobby outside Grand Ballroom II)
- 8:00 Remarks (Grand Ballroom II)
 James C. Duff, Director, Administrative Office of the U.S. Courts
- 8:30 "Leadership in Times of Crisis" (Grand Ballroom II)
 Pat Brune, Clerk of Court, Eastern District of Missouri (Moderator)
 J.T. Noblin, Clerk of Court, Southern District of Mississippi
 Gene Smith, Chief Deputy, Eastern District of Louisiana
 Becky Vail, Chief Deputy, Middle District of Florida
- 9:45 Closing (Grand Ballroom II)
 Rob "Waldo" Waldman
- 11:00 Summary, Evaluation, and Adjournment (Grand Ballroom II)
 FJC Staff
- 11:30 FJC Advisory Committee Conference Recap Meeting (Tower Court A)

***For room locations, see the Adams Mark layout in
 your conference folder.***