

Set Your Sights on Seattle!



THE DOCKET

News of the National Conference of Appellate Court Clerks

Your co-hosts, Tom Hall and Vickie VanLith from Florida, and Marilyn May from Alaska, invite you to attend the Fortieth Annual Conference. The meeting will be held in Seattle, Washington, August 4-9, 2013, at the Seattle Renaissance Hotel. The hotel is right downtown, just blocks from bustling Pike's Market, historic Pioneer Square, the waterfront, and many great shops and restaurants. There are two ways to make your hotel reservations. You can find a link to the online reservation page on our website, in the posting about the Seattle conference. Or call toll free (877) 901-6632 or local (506) 474-2009. If you have any problems making your hotel reservations, please feel free to contact Vickie at vanlithv@flcourts.org or (850) 922-5215.

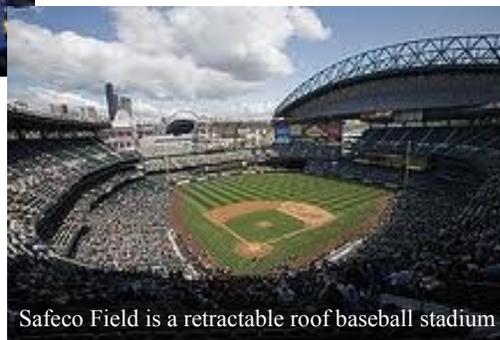
President Rory Perry is working on a slick way to register online, which should be ready to roll by April.

Seattle is loaded with fun and interesting things to do. We've put descriptions and links for a number of great options in the conference information on our website. And we'll highlight a few of them in the next two editions of *The Docket*.

BNA will again sponsor our Sunday evening reception, where we'll have a chance to reconnect as well as meet new friends. We've been working with LexisNexis and Thomson Reuters to plan two fun events. On Monday night, LexisNexis will host us for dinner at the Edgewater Hotel, located right on (and over) Elliott Bay. On Thursday, we'll have dinner hosted by Thomson Reuters at the Museum of Flight, one of the largest air and space museums in the world.

The program committee chaired by Amy Reitz is working hard on the educational program, as you'll learn elsewhere in this *Docket*. You should also check out the articles about scholarship opportunities and the Alaska cruise that will follow the meeting.

Don't be left out - start making plans to head West!



January, 2013

From the President's Desk Rory Perry (WV)	3
Site for 2016 Conference Sandra Skinner (MO)	3
Facts, Fiction, and Foolishness Les Steen (AR)	4
Legacy of the Nuremburg Trials Mark Neary (NJ)	5
Paper on Demand Catherine O'Hagan Wolfe (NY)	6
Scholarship Assistance Ruth Willingham (AZ)	6
What an Archivist Can Do For You Irene M. Bizzoso (PA)	7
Directory Update Kelly McNeely (LA)	7
Accommodating Someone With a Visual Impairment Carolyn Taft Grosboll (IL)	8
Women in the Judiciary: A Perspective Irene Bizzoso (PA)	11
Awards Nominations and Form Mike Yerly (CA)	12
Officers and Executive Committee Nomination Form Ed Smith (MT)	13
Scholarship Application	14



THE DOCKET

News of the National Conference of Appellate Court Clerks

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**HELP KEEP US
INFORMED!!**

To Remit NCACC Membership Dues:

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300 Newport Avenue
Williamsburg, VA 23185

“You really don’t have to be a technologist to implement technological change.”

Rory Perry, President

From the President’s Desk

Rory Perry (WV)

Yesterday I had the opportunity to have a lengthy conversation with court staff in another state. Their longtime supreme court clerk had retired, and they were seeking my advice on how to recruit a clerk who would be able to implement electronic filing and other modernizations.

First of all, I must admit I was honored as President of the NCACC to have the opportunity to provide some insight. The fact that I was consulted is a signal of the strength of our organization.

Secondly, as I was preparing for the phone call, I had the opportunity to give a lot of thought to how I was going to advise them. Since I attended my first NCACC meeting in Asheville in 2003, I have always been struck by the breadth of personalities and management styles in our conference. Despite this diversity, I have also learned that we share a great deal of common ground. During the yearly "What's Bugging You" sessions, the point I always take away is that our group is striving for excellence in supporting the functions of our courts. We want to clear away im-



pediments to excellence. We want to share our successes, and jointly groan at some of the common problems that we face. In the end, it doesn't really matter if you are a technology buff or not when it comes to modernization. What is important is to strive for excellence in supporting the functions of our courts, which often comes down to managing change.

In my conversation, I tried to emphasize the importance of finding a clerk who understood the importance of being able to manage through transitions. This can be very difficult to do in the hubbub of our daily roles, because it requires long-term thinking and the ability to earn the support of entities that we don't directly control. It's often easier to turn one's attention to setting up the spring docket than it is to think about the best way to change workflow. But both tasks are important. In the end, my advice was to find someone with a proven ability to learn systems and to manage transitions. This includes being able to manage change while taking into account the culture of the organization. You really don't have to be a technologist to implement technological change.

SITE FOR 2016 CONFERENCE

The Site Selection Committee is in the process of selecting a site for our Conference in 2016. Might you be willing to be our Host or Hostess? If you are interested in this opportunity to invite your fellow clerks to your home town, please contact Sandra Skinner at 417 895-6811 or by email to sandra.skinner@courts.mo.gov. I would be more than happy to talk with you about what is involved and offer any assistance you might need. Think about it.

Sandra Skinner, Chair
Site Selection Committee



Facts, Fiction, and Foolishness

Les Steen (AR)

Wisdom to Make You Smile

Welcome to 2013 - we hope this is a wonderful year for each of you and the NCACC. Over the years there have been many quotes from some very bright people that have survived from generation to generation. Will Rogers is one of our favorites, and his first quote is particularly appropriate. Can anybody say "fiscal cliff" - a term we think should be stricken and forbidden from all vocabularies.

We could certainly slow down the aging process if it had to work its way through Congress. Will Rogers

Sometimes when I look at my children, I say to myself, "Lillian, you should have remained a virgin." Lillian Carter (Mother of Jimmy Carter)

The secret to a good sermon is to have a good beginning and a good ending; and to have the two as close together as possible. George Burns

Santa Claus has the right idea. Visit people only once a year. Victor Borge

Be careful reading health books. You may die of a misprint. Mark Twain

By all means marry. If you get a good wife, you will be happy; if you get a bad one, you will become a philosopher. Socrates.

I was married by a judge. I should have asked for a jury. Groucho Marx

My wife has a slight speech impediment in her speech. Every now and then, she stops to take a breath. Jimmy Durante

I never hated a man enough to give his diamonds back. Zsa Zsa Gabor

Only Irish whiskey provides in a single glass all four essential food groups: alcohol, caffeine, sugar, and fat. Alex Levine

My luck is so bad that if I bought a cemetery, people would stop dying. Rodney Dangerfield

Money can't buy you happiness . . . but it does bring you a more pleasant form of misery. Spike Milligan

Until I was 13, I thought my name was SHUT UP. Joe Namath

I never drink water because of all the disgusting things fish do in it. W.C. Fields

Don't worry about avoiding temptation. As you grow older, it will avoid you. Winston Churchill

Maybe it's true life begins at 50. . . but everything else starts to wear out, fall out, or spread out. Phyllis Diller

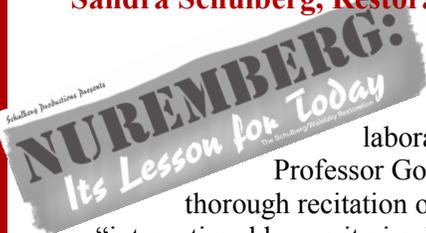
And, the cardiologist's diet - if it tastes good, spit it out. Unknown

Legacy of the Nuremburg Trials

Professor Gregory S. Gordon, University of North Dakota Law School

Sandra Schulberg, Restoration Producer, "Nuremburg: Its Lesson for Today"

By: Mark Neary (NJ)



Professor Gordon and Ms. Schulberg have collaborated on this presentation several times in the past. Professor Gordon introduced the topic with an expert and thorough recitation of the history and growth of what he calls "international humanitarian law," and its application in 1945 to the International Military Tribunal. This was followed by a viewing of Ms. Schulberg's restored production of "Nuremburg: Its Lessons for Today," a film that was originally made by Ms. Schulberg's father and uncle for the U.S. Military.

In his opening, Professor Gordon noted the origins of international law in the late 19th century culminating in the Geneva and Hague conventions. However, he also pointed out that subsequent to World War I, the international community failed to take action against perpetrators of wartime atrocities. What followed was the rise of the Nazi Party in post-war Germany, leading to the Hitler dictatorship, Nazi Germany's military conquest of Europe, and, ultimately, the Holocaust. After the War, the Americans were successful in persuading the other Allied powers of the need for trials, and the International Military Tribunal was formed.

The jurisdiction of the Tribunal was very broad. It had authority to prosecute what were called "crimes against humanity," a term that had its origin in the atrocities of World War I. These crimes included murdering innocent civilians, destroying cities unnecessarily, killing prisoners of war, and the genocide of Jews that became known as the Holocaust. Nuremburg was the birth of human rights law. The Nuremburg principles were codified in 1950 by the United Nations.

In part, because of the Nuremburg trials, Germany has never romanticized the Third Reich or the crimes of Nazi Germany. Germany was forced to, and did, confront its past. Germany now is one of the freest democracies in the world, with a very strong record in support of human rights. Germany and Europe in general embrace international law and take human rights more seriously than any other region of the world.

The film includes footage of the atrocities and crimes of the accused. This footage was used as evidence by the prosecutors to prove their case. In addition, the film shows portions of the proceedings before the Tribunal.

Ms. Schulberg explained that the officers who were charged with the responsibility of creating the film were sent to scour Germany for film footage. They were thwarted early on by sabotage, but ultimately located significant footage that was deemed useful by the prosecution. Given the dramatic impact on the Tribunal of such footage, the prosecution began requesting still more film from the filmmakers to "prove" their case. Cameramen also were engaged to film the trial proceedings.

The German version of the film was shown in various venues in the western zones of Germany in 1948 and 1949. However, the U.S. War Department decided not to release the film in the United States or elsewhere. It was not until Ms. Schulberg's restored production was completed in 2009 that the film became more widely available for viewing.



The Nuremburg judges, left to right: John Parker, Francis Biddle, Alexander Volchkov, Iona Nikitchenko, Geoffrey Lawrence, and Norman Birkett

Paper on Demand Plenary and Break-out Sessions

The paper-intensive nature of appellate courts' work has long been a topic of discussion at NCACC meetings. Preparation of the record on appeal, use of appendices, citation to the record in briefs and the archival storage of these materials consistently appear on our agenda. This year's "Paper on Demand" programs focused on the process by which a clerk leads the Court to the development and implementation of electronic filing and document management systems. In particular, the programs addressed techniques a clerk can employ from the beginning of the planning process, through collaboration with a developer, and ending with implementation.

Key suggestions discussed at the sessions were: include in the development process all the Court's stakeholders from the bar to judges; determine whether the scope of the project will include new rules, internal procedures, forms and instructions; determine all the steps the project will require, set a reasonable and firm date for starting the new system and don't deviate from it; have meetings, meetings, meetings, with detailed agendas, assignments to be completed and minutes to create a paper trail; listen, refine, clarify then repeat many times; build the new system for the mainstream cases, not the anomalies that rarely occur; and, the person who raises an obstacle to a proposal must begin discussion of the solution.

The project will benefit from the Clerk's personal leadership. In that regard, resist the urge to delegate the development phase, communication with the developer or actual implementation of the new system. Let your stakeholders know you value their participation by accepting some of their proposals. Learn all the details the other participants must invest the time to learn. Demonstrate that you are willing to completely rethink court operations in order to maximize the advantages and efficiencies electronic systems offer. Ensure that the process you settle upon is clearly articulated to the developer and that the system can deliver the features you want. Prior to implementing, test, test, test the new system in a practice environment. If necessary, implement the new system by increments. Allow 3 months for all the kinks to settle. Maintain optimism. Rely on your fellow clerks for wisdom and support.

Catherine O'Hagan Wolfe, Clerk of Court
United States Court of Appeals for the Second Circuit

Scott Bade, President
ImageSoft, Inc



SCHOLARSHIP ASSISTANCE

The general consensus among the judiciary still reflects that many courts continue to face financial constraints. The Scholarship Fund was established for times like these and if your court funding may prevent you from attending the conference in Seattle in August 2013, you should consider applying for a scholarship.

Scholarship funds are awarded as a means of promoting attendance at annual meetings of the NCACC by members who would otherwise be unable to attend. Each scholarship award may be allocated for transportation to and from the conference and/or lodging.

A copy of the application is included in this volume of *The Docket* and posted on the NCACC website. The scholarship selection criteria are detailed in the NCACC Directory. SEE: Committee Operational Guidelines; NCACC Scholarship Committee.

If you apply for a scholarship and later find out that your court will provide monetary assistance, please advise the Scholarship Committee.

**If you have any questions or concerns regarding the application process, contact Ruth Willingham, Scholarship Committee Chair.
rwillingham@appeals.az.gov or
(602)542-0264.**

Breakout Session:

What an Archivist Can Do For You

Tiffany J. Shropshire, (TX) Archivist
Texas Supreme Court

By Irene M. Bizzoso (PA)



RIM, POD, ERMS, EAD, TARO... what does it all mean and why should we care?

In our role as keepers of the official court record, how to preserve data as hardware and data formats evolve should be a key concern. During the NCACC Annual Meeting in Charleston, SC, Ms. Tiffany Shropshire, Archivist to the Supreme Court of Texas shared her insight as to how proper archival can aid the Clerk in the performance of his or her duties.

An archivist is in charge of the proper organization and documentation of materials, whether those materials are paper or digital. They can be used to help identify the court's essential records by analyzing and prioritizing records, assessing specific risks and identifying protection strategies. An archivist working for the Court can help design and implement appropriate record retention and disposition schedules; can provide technical advice on approved standards for records management both on the national and local levels and work with court officials to establish centralized records management/archives programs.

Tiffany pointed out that preservation differs from conservation. Preservation being activities associated with maintaining library, archival, or museum materials for use, either in original physical form or in some

other form; while conservation relates to the treatment of library or archive materials, works of art or museum objects, to stabilize them physically, sustaining their survival. Archival typically deals with preservation; however in her role with the Texas Supreme Court, Tiffany has partaken in both preservation and conservation, as Texas is replete with documents of historical significance and efforts are underway to educate clerks across the state as to the proper handling and storage of these antiquities.

While many components of archiving are the same whether digital or paper, there are important differences and a certified archivist can lead you through the process so as to enable proper management of data and metadata. For a digital archive to be effective, material must be added to the archive. Documents must be processed, organized, and labeled prior to their inclusion in a collection. This requires material to be selected, stored properly, and described by appropriate metadata. Before archiving a set of potential records it is necessary to decide whether they are worth keeping - an archivist working with court personnel can help make that determination.

With digital records comes different risks - the number of ways in which digital information can be stored increases with each new software application; however these formats can become obsolete quite quickly, resulting in unreadable digital files. In cases where the digital content can be read by another program, some of the information in that file may be altered or lost in the transformation. There are threats as well - digital records can be endangered because of the way in which they are stored: the media can deteriorate or become difficult to read due to the obsolescence of the associated hardware - think floppy discs and no disc drives. This is in sharp contrast to paper records which, provided that they are stored in the appropriate conditions, are likely to remain readable for a very long time. Thus an archivist schooled in the standards of digital archiving can be of great benefit, especially to those of us that are taking the next step and digitizing our filing processes. Proper digital archival can, in Tiffany's own words when speaking about a rules project in the Texas Supreme Court, "... enhance[s] public access to records while simultaneously preserving them."

Our directory is an important tool in networking with other NCACC members throughout the nation but it is only useful if the information is correct. Please take a moment to send your updated photos and information to:

Kelly McNeely 337-493-3012
P. O. Box 16577
Lake Charles, LA 70615
kmcneely@la3circuit.org



Accommodating Someone With a Visual Impairment

Carolyn Taft Grosboll (IL)



Lisamaria Martinez, the Donor Relations Coordinator for Lighthouse for the Blind and Visually Impaired ("Lighthouse"), a 501(c)3 organization based in San Francisco, California, talked with conference attendees about how to accommodate someone with a visual impairment. Lighthouse promotes the independence, equality and self-reliance of people who are blind or visually impaired through training and services, such as access to employment, education, government, information, recreation, transportation and the environment. What makes Lisamaria uniquely qualified to talk about this topic is that she is visually impaired herself.

Lisamaria educated us on how blindness or visual impairment is legally determined. When we typically think of someone as being blind, we think of total darkness; however a person may be "legally blind" with either: 20/200 with the best correction in the better eye or a field of vision restricted to 20 degrees or less. A person whose vision is between 20/70 to 20/200 is legally referred to as "visually impaired." She made the point that many legally blind individuals who have remaining vision prefer to be referred to as "visually impaired or low vision." If not certain, Lisamaria encouraged us to ask.

Some people are born with no vision or significantly reduced vision. Others lose vision due to accidents or the natural aging process, usually starting in their 40's. For some, vision loss is sudden; for others, it may be gradual. Some conditions, like diabetic retinopathy, cause vision to fluctuate from day to day.

One of the most important things Lisamaria taught us is how to speak with someone with a vision impairment or loss. For example, never use the word "handicapped," as that term originated from a "beggar with cap in hand." Because of its negative connotation, it is rejected by the disability community. When speaking with or about people with disabilities, use "people-first" language. It puts the emphasis on the person -- not the disability. Instead of referring to "the blind," say "people who are blind" or "person who is visually impaired."

According to the World Health Organization, there are approximately 11.4 million blind and visually impaired people living in the United States. Of that number, approximately 1.3 million are legally blind.

A common misconception is that when someone loses their sight, or for that matter any of their senses, their other senses become more sensitive. This is not true, according to Lisamaria. In actuality, when one is deprived of a sense, he or she will learn to use their remaining faculties more efficiently. In other words, your other senses do not become stronger; you just learn to obtain information through them that you would have obtained through the sense you lost. For example, Lisamaria indicated that when she walks down a street with her "sighted" husband and he is having trouble locating a restaurant they are searching for, she often is able to point out to him that she hears dishes clanging or smells food cooking in a certain direction. This helps guide him to the restaurant location.

Lisamaria pointed out that interacting with persons with visual impairments may cause anxiety for some sighted people. It is important to understand that most blind people perceive information and their environment quite well; they simply use different strategies for everyday tasks than one who is sighted. When interacting with a person with a visual impairment, she made us aware of the following:

Introduce yourself when you walk into a room and announce when you are leaving, so that a blind person knows with whom they are communicating.

Always speak directly to the blind person, not their companion, if they are with someone else. (She gave the example of when she was pregnant and would visit her doctor regularly, the doctor's staff would more often than not talk with her husband instead of her. Finally, her husband had to say, "Why don't you ask her, she's the one that's pregnant.")

(Continued on page 9)

(Continued from page 8)

When giving directions, keep it simple and direct. Try to avoid phrases like "over there" or "that way." For example, say "The drinking fountain is about five yards to your left." She suggests that using the face of a clock is a useful reference and if applicable, include obvious landmarks when giving directions.

Do not raise your voice when talking with a blind person -- there's nothing wrong with their hearing.

Do not talk with blind adults like you would a child.

Blind people do not require you to make physical contact with them to perceive you are near. As with anyone whom you may not know well, physical contact may be unwelcome or intrusive.

Be yourself. Use normal language. For example, it's okay to say things like: "Do you see what I mean?"; "Would you like to take a look at the work area?"; "I hope to see you again."

In group discussions, activities, and demonstrations, be aware of gestures and illustrations that must be seen to be understood. Develop the habit of describing these things as they are taking place or being demonstrated.

Don't think of a blind person as just a blind person -- a blind person is just a person who happens to be blind.

We were also provided hints and tips to remember when offering to help a person who is blind or with low vision. When offering assistance, don't automatically assume the person requires help. Ask first, "Can I offer you any assistance?" followed by "How can I best assist you?" If the person prefers to be guided to an area or location and you are comfortable providing guidance, then offer your elbow. Steps to follow when guiding a person with blindness or low vision include:

Position yourself beside the blind person and allow them to find your elbow. Their hand should grip your arm just above the elbow, fingers on the inside, thumb on the outside.

You will want to walk to the side and about a half-step ahead of the blind person.

While being guided, the blind person may hold their cane vertically or keep it extended in front of them.

When stepping up and down curbs or stairs, it is helpful to verbalize that there is a curb or staircase approaching. However, don't panic if you forget to mention a step. By holding onto your elbow, a blind person can feel whether you are on level ground or if you are stepping up or down.

If a narrow space is coming up, it's a good idea to verbalize that a narrow space is approaching. Tuck your arm behind your back and allow the person to fall in behind you.

If you will be passing through a door, say so and let the blind person know whether the door will be on their left side or their right side.

If you guide a blind person to a chair, place your hand on the back of the chair you are offering. Do not push the person into the chair.

When in doubt, ask the person with blindness what the correct way is to accommodate them.

Under the Americans with Disabilities Act, a qualified individual with a disability is entitled to program accessibility through either a reasonable modification to policies or auxiliary aids and services. However, under the Act, a public entity is not required to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or would result in undue financial and administrative burden. However, providing such a defense requires a public entity to meet a substantial threshold. The requirements under the ADA apply to participants as well as observers of a program or service.

(Continued on page 10)

(Continued from page 9)

The public entity must pay for a reasonable accommodation. The ADA prohibits a public entity from placing a surcharge on services for individuals with disabilities to cover the cost of accommodations. Examples of types of accommodations include the following:

Magnifiers to assist with filling out forms, reading text, or looking at graphics. There are different types of magnifiers. The higher the magnification, the smaller the lens.

Recording devices may be used for note taking. Recording devices can be used to respond to questions and conversation in which others are writing responses. Lisamaria pointed out that persons age 55 or older are more inclined to use recording devices (generally those that lose their sight later in life are more inclined to use these devices).

Computer software assists with screen magnification to enlarge print; screen reading software will read text on the screen to a person so that they can read documents, fill out forms, and access the internet.

Closed Caption Televisions are machines that magnify printed materials onto a television which permits a person who has some usable vision to read memos and books and fill out forms.

The easiest accommodation is to ask if a person needs assistance reading or filling out a form. Go into a private setting so the information remains confidential.

A low-tech accommodation might include a signature guide to help a person sign his or her name. A business card or post-it-note placed on the line works well as a guide. A crease on the paper might also work as a signature guide.

Alternate formats for reading documents are best achieved when working with electronic formats that can be manipulated. Lisamaria recommends a large font of 18. Further, signs are easier to read when black text is placed on a white background.

Braille is rarely used. Only 10% of persons who are blind or visually impaired use Braille today. Lisamaria noted that most children are mainstreamed rather than sent to a school for the blind.

It was a delight to have Lisamaria with us and to share her experiences and expertise.



As the year drew to a close the staff of the Clerk's Office of the West Virginia Supreme Court of Appeals wanted to recognize their very own Rory L. Perry II, for taking on the extra responsibilities as NCACC President. Headed by Deputy Clerk Eydie Nash Gaiser, the Clerk's Office was happy to present Rory with a check as his Christmas present. The check was made payable to the NCACC Education Fund, as the staff wanted to show their support for him and honor his presidency. Rory was quite surprised and visibly moved when accepting the check at a holiday luncheon.



Women in the Judiciary: A Perspective

Irene M. Bizzoso, Esq., Prothonotary Supreme Court of Pennsylvania (PA)



The 39th Annual Meeting's educational program concluded with a collaborative presentation by the Hon. M. Kathleen Butz, Associate Justice, California Court of Appeal, Third Appellate District, the Hon. Joan V. Churchill, Judge (Retired), Immigration Court for Arlington, VA, President-Elect, National Association of Women Judges, and a representative from the Host Court, the Hon. Kaye G. Hearn, Justice, Supreme Court of South Carolina. These three Jurists have taken different but not necessarily divergent paths to the bench and were kind enough to share their thoughts and experiences as well as some statistical and demographic information that was a bit surprising at times.

Justice Butz started her piece with a historical perspective - pointing out that Iowa was the first state to admit a woman to the bar way back in 1869. 1869 was also the first year that women were permitted to enroll in law school, showing that Missouri was a bit more ahead of other states in this perspective. Like many things, it was to be one step forward and then two steps back for women and the law when a mere three years later the US Supreme Court upheld the denial of a law license to an Illinois woman based solely on her gender. *Bradwell v. State*, 83 U.S. 130 (1872). It was not until 1920, that women were permitted to practice law before the courts in every state.

Despite this, the advancement of women in the legal field was slow; some of this was due to law schools limited acceptance of women - it wasn't until the 1990's that enrollment of women in law schools got to just above 42%, with the highest enrollment to date occurring in 2004 at 49.5%. Sadly, the bench has not kept up with the strides made in law school admissions. As Justice Hearn indicated, "even though the percentage of women in the judiciary has increased, there is still a gap between the representation of women in the profession and their representation on the bench. Recent statistics show that women now comprise 32% of the lawyers in this country but only 27% of its judges."

Why is this so important? All three jurists shared the view point that diversity on the bench promotes the public's perception of the fairness of the institution, something that all of us in our roles of Appellate Court Clerks attempt to instill. It can be safely said that all three panelists agreed that there is a critical need for gender (and racial) inclusion on the bench and that such "descriptive representation" inspires trust, credibility, and confidence in the judicial system. In other words, descriptive representation makes a genuine difference in the perception of the system; it encourages all to access its protections, and belief that the judicial system will treat them equally and equitably.

In summary, women have come a long way in regard to the law and the bench, but not far enough. Organizations like the National Association of Women Judges, which was formed in 1979 and of which Judge Churchill graciously spoke, strive to promote: diversity on the bench (gender and racial); equal access to justice for disadvantaged groups; networking opportunities to foster the development of judicial leaders; judicial education opportunities on cutting edge topics, but they have their work cut out for them. Take a look at their interactive map to see where your state ranks in judicial diversity: www.nawj.org/us_state_court_statistics_2012.asp.



YOUR NOMINATIONS ARE REQUESTED BY THE AWARDS COMMITTEE

Many of us did not have the privilege of knowing J.O. Stenell but as one of the founding fathers of the N.C.A.C.C. we owe him a great debt of gratitude for the outstanding organization we have today. James Oscar Sentell, Jr. was born in Alabama in 1909. He was appointed Clerk of the Alabama Supreme Court in 1968 and served in that capacity until 1982. He was the very first president of the NCACC.

The J. O. Sentell Award is given to a member of the N.C.A.C.C. who has contributed substantially to the objectives of the conference, including improving skill and knowledge through conferences and educational programs and improving the contribution of appellate court offices within the area of effective court administration; and collecting and dissemination of information and ideas concerning the operation and improvement of the offices of appellate court clerks. (Article II of the Bylaws)

The Morgan Thomas Award is in recognition of an individual who is not a member of the NCACC but who has made significant contributions to professionalism and supporting the goals of the NCACC.

The 2012-2013 Awards Committee wants your nominations for these most prestigious awards. The awards will be presented at the 2013 NCACC Annual Conference held in Seattle, Washington.

Award Committee Members:

Mike Yerly (Chair) (CA)	Debbie Autrey (TX)	Bill DeCicco (DC)	Ed Hosken (DC)
Kelly McNeely (LA)	Steve Lancaster (IN)	Joseph Lane (CA)	Tracie Linderman (NV)

AWARDS COMMITTEE SUGGESTIONS FORM

J.O. SENTELL AWARD

Please make your recommendation below and give your reasons.

I nominate: _____

Reasons:



MORGAN THOMAS AWARD

Please make your recommendation below and give your reasons.

I nominate: _____

Reasons:

Please return this form by **February 22, 2013** to Michael Yerly, Clerk/Administrator

By email Michael.Yerly@jud.ca.gov, By Fax: (408) 277-9916

By Mail 333 West Santa Clara St. Suite 1060
San Jose, CA 95113

Retirement Congrats to Louise Pearson !



Louise Pearson, Clerk of the Texas Court of Criminal Appeals since September 1, 2005, retired, effective November 1, 2012. She began working at the Court of Criminal Appeals in 1984 and served in several positions before she was appointed Clerk. She is the first female to ever hold this position.

She is married to Billy Pearson and we hope she has plenty of time to enjoy her hobbies of gardening, hunting, and riding her Harley through the Texas countryside.

**Texas Gals Just Want to Have Fun !
Louise Pearson and Sherry Williamson
Annapolis, MD**



NOMINATION FORM FOR OFFICERS AND EXECUTIVE COMMITTEE 2013-2014

Deadline March 1, 2013

Office of Vice-President: _____
Presently held by John Olivier (LA)

Office of Treasurer: _____
Presently held by Irene Bizzoso (PA)

Executive Committee Position 1: _____
Presently held by Blake Hawthorne (TX)

Executive Committee Position 2: _____
Presently held by Kevin Lane (CA)

Executive Committee Position 3: _____
Presently held by Polly Brock (CO)

The strength and viability of the NCACC depends to a large extent on the commitment of our membership. The officers and executive committee run the organization and are a critical component to our continued success. Please take a moment to provide suggestions to your nominating committee. You don't have to make nominations for all the positions, but any input is valuable and much appreciated.

Thank you and I look forward to receiving your recommendations.

Ed Smith (MT), Chair
Nominating Committee

Please submit nominations to eds@mt.gov

Scholarship Application

2013 ANNUAL MEETING

Seattle, Washington

August 4 – August 9, 2013



National Conference of Appellate Court Clerks

If obtaining funding to attend the annual meeting in Charleston is a concern, you may be eligible for a scholarship. **Please do not hesitate to apply.** If you are uncertain whether or not funding may be available, you may still apply for a scholarship. If funding may be made available by your court, please note this on your application and update the scholarship committee of any changes. If you have any questions or concerns, please contact Ruth Willingham, Chair, Scholarship Committee.

INSTRUCTIONS: Please review the scholarship selection criteria outlined in the NCACC directory. Applicants must complete the entire application. Completed forms should be signed and sent to Brenda Williams at the National Center for State Courts, by **May 1, 2013**.

Please complete and return application to:
Brenda Williams
National Conference of Appellate Court Clerks
National Center for State Courts
300 Newport Avenue
Williamsburg, VA 23185

-- FUNDING REQUESTED FOR THE ANNUAL MEETING TO BE HELD AUGUST 4 THROUGH AUGUST 9, 2013 IN SEATTLE, WA . --

Name: _____

Title: _____

Employing Court: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Telephone: _____ Fax: _____

NCACC member in good standing? Yes No

Total number of NCACC members employed by your court: _____

Is your court offering any funding for your attendance at the Annual Meeting? Yes No

If yes, what amount? _____

Are there any restrictions on these funds? Yes No

If yes, please list the restrictions:

Would your court have funded the attendance of NCACC members from your office to other educational programs during the twelve months immediately preceding the 2013 Annual Meeting? Yes No

If yes, how many programs did you attend: _____

If yes, please identify the program(s) and total amount expended:

What amount of financial assistance are you seeking from NCACC: _____

TRAVEL

List the estimated fare for economy or coach airline ticket: _____

-OR-

List the total roundtrip mileage from your home to the conference site: _____
(mileage reimbursement rate will be determined by the Executive Committee)

LODGING

Number of nights: _____ Rate per night: _____

OTHER EXPENSES

List the nature of expenses and amount:

STATEMENT IN SUPPORT OF YOUR APPLICATION

Please explain why you believe you should receive a scholarship. Please attach additional pages if necessary.

I hereby certify that the foregoing answers are true and correct to the best of my knowledge and belief. I acknowledge my obligation to keep the NCACC apprised of any changes in my funding status that might affect my eligibility for scholarship assistance. I understand that my attendance at all education program is required should I receive scholarship assistance.

Applicant's Signature: _____ **Date:** _____