



# The K.A.C.M. Docket

Volume 68

July, 2012

## KACM Board of Directors

### President

Barbara Inselman  
Lenexa

### Vice President

Shellina Adams  
Derby

### Secretary

Kim Clinkingbeard  
Liberal

### Treasurer

Kristi Orbin  
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Diane Clay, Fort Scott  
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### Alternate Trustees

Jane Eilers – Salina  
Sandi Reitchek – Hoxie

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## **THE PRESIDENT'S CORNER**

**By Barbara Inselman**



At the time I'm writing this article, summer is in full force with too many days of really hot temperatures and no rain in sight. Great weather for frequent visits to the pool and lake, or just soaking up that a/c while at work. Before we know it, fall will be here with more comfortable weather and college football - love it! Fall also brings our annual KACM conference that is to be held this year right in the heart of Kansas: Salina. Shelli Adams and the Education Committee have worked for months on putting together a great

conference so look for all the details in this newsletter.

July brought more changes to DUI laws with one change being an additional fee assessment going to the State. Gail Garrett has provided valuable information on those changes including the updated report to the State Treasurer to itemize the monies for the community corrections supervision fund fee [page 15]. There is also information on a change to the by-laws that will be proposed at the annual membership meeting in September. The proposed change to the membership year will be a huge help to our association Treasurer and Membership Committee Chairperson with the timing complexities of processing both membership renewals and conference registrations at essentially the same time.

This will be my last article in the newsletter since my tenure as President will soon be coming to an end. It has been an honor and a real pleasure to have had the opportunity to serve on the KACM board for several years and to work with some really awesome fellow members. They are really impressive in their commitment to planning fun and educational conferences and in making business choices that support our association in staying relevant and current. These last two years have

*(continued, page 2)*

*(president's corner, continued)*

been an exceptionally rewarding experience in service with other court professionals with a desire to support and serve Kansas municipal court clerks through our organization. Serving in a board or committee position is an excellent way for members to support their court peers, have a voice in the values that KACM promotes, and to meet, network and develop close friendships with other clerks in service to the association. With the annual conference coming up soon, now is the time to think about how you would like to be involved with your association. Please contact Jeannine Hoheisel, Hesston, to express your interest in a Board position or start thinking about how you might like to help on one of the association committees. You'll find it to be a worthwhile adventure of learning and friendships!

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### Committee Chairs

We continue to appreciate those serving as leaders in our organization. These folks are great resources for questions about anything relating to our organization:

- Ambassador..... Diane Clay (Ft. Scott)
- Courtesy..... Barb Nelson (Ottawa)
- Education..... Shelli Adams (Derby)
- Historian..... Candy Westhoff (Girard)
- Hospitality ..... Janet Reimer (Newton)
- Legislative ..... Gail Garrett (Lansing)
- Manual Liaison... Jane Eilers (Salina)
- Membership ..... Nioma Cook (Andover)
- Newsletter ..... Greg Nickel (Newton)
- Past Presidents.. Jeannine Hoheisel (Hesston)
- Promotion..... Amy Spitler (Hutchinson)
- Scholarship ..... Kellie Barker (Bel Aire)

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### Membership Committee Update

Nioma Cook, chair (Andover) [ncook@andoverks.com](mailto:ncook@andoverks.com)  
 Hilary Pappan (Winfield) [hpappan@winfieldks.org](mailto:hpappan@winfieldks.org)  
 Sandi Reitcheck (Hoxie) [hoxietreas@ruraltel.net](mailto:hoxietreas@ruraltel.net)

Membership Committee would like everyone to welcome our new members:

**Pam Erhart** (Winchester)  
[wincityk@yahoo.com](mailto:wincityk@yahoo.com)

**Pamila Brummer** (Cawker City)  
[cawcty@nckcn.com](mailto:cawcty@nckcn.com)

**Ralene Davis** (Sedan)  
[ralen\\_cqhills@yahoo.com](mailto:ralen_cqhills@yahoo.com)

**Marilynn Herrill** (Arkansas City)  
[mherrill@arkansascityks.gov](mailto:mherrill@arkansascityks.gov)

**Crystal Spellman** (Holcomb)  
[holcombprecords@yahoo.com](mailto:holcombprecords@yahoo.com)

**Kristin L. Hutsler** (Caldwell)  
[caldwelldeputyclker@kanokla.net](mailto:caldwelldeputyclker@kanokla.net)

**Kenra Mills** (Burden)

If I have missed any new clerks, please let me know.

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### KACM Motto:

~~“Building Better Criminals...”~~  
~~“We Clerk Because we Care...”~~  
~~“We ♥ Managing Municipal Miscreants...”~~

Umm... we don't have one yet and these options are super lame! At the fall conference, we will begin building a motto together. Can you describe what we do through KACM in a short, catchy, slogan-style statement? If we adopt your idea, you'll win a **special prize from the promotions booth!**

## LEGISLATIVE REPORT

Just when we thought we were safe this session, the Legislature waited until the very last minute and then snuck in some revisions to last year's wonderful new DUI law.



**House Sub for SB 60** (effective July 1, 2012) serves as a follow-up fixer-upper bill; highlights are as follows:



### **\$250 of DUI Fine – Must send to State:**

As you remember, last year's DUI law increased the minimum fines across the board by \$250, and then specified that district courts (but not municipal courts) were to send that \$250 to the state's Community Corrections Supervision Fund. The legislature realized their mistake and changed the law to clarify that municipal courts have to do this also, effective 7-1-2012. (see *updated remittance form on page 14*)

### **Criminalization of Test Refusal:**

The bill creates the crime of refusing to submit to a breath/blood/urine test to determine the presence of alcohol or drugs.

In order for the refusal to rise to the level of criminal conduct, a person must have: (1) a prior test refusal, or (2) a prior DUI conviction; either or both of these "triggering" events must have occurred on or after July 1, 2001 and the person must have been at least 18 years old at the time of the event.

Penalties for a 1<sup>st</sup> conviction are equal to those for a 2<sup>nd</sup> DUI; a 2<sup>nd</sup> conviction is equal to a 3<sup>rd</sup> DUI; and a 3<sup>rd</sup> or subsequent conviction is equal to a 4<sup>th</sup> or subsequent DUI.

The state will be revising the implied consent forms, so you should expect those by July 1<sup>st</sup>.

In practice, it's probably not always going to be easy for an officer to determine whether or not s/he is dealing with a criminal refusal, so some prosecutors seem to be leaning toward citing any refusal, and then dismissing the charge later if the requirements of the statute aren't met.

### **Motorized Bicycles Rule**

KSA 8-235 is amended to allow the issuance of a class C license for the operation of a motorized bicycle to certain persons with suspended or revoked drivers' licenses.

### **Endangerment**

S Sub for Sub for HB 2318 (effective July 1, 2012) amends several parts of the Kansas Criminal Code, most of which are not germane to municipal courts, with the exception of creating the crime of "endangerment," a class A person misdemeanor defined as recklessly exposing another person to a danger of great bodily harm or death.



### Evaluating Priors for Refusal

In determining the number of previous offenses for a DUI, commercial DUI, or test refusal conviction, previous convictions for any of those crimes, as well as others specified in the statute, count as priors. For example, if you have a person with a prior DUI conviction and a prior test refusal conviction, who then gets another DUI, that will be a DUI #3 instead of #2.



### Alcohol and Drug Evaluations

The minimum fee for an evaluation is set at \$150, and providers are required to agree to evaluate indigent defendants at no up-front cost and then have the fee assessed to the defendant as part of the judgment. Anyone who has been trying to attain the “provider” designation as required by the statute by July 1, 2012, can continue to perform evaluation services until July 1, 2013.

### Administrative Penalties

An additional year of interlock restriction is added for a test refusal. The administrative penalty for the first test failure or DUI-related conviction by a person under age 21 is made the same as for any other offender.

### Interlock Restrictions

A person whose driving privileges have been suspended for first-time test refusal is permitted to apply for a restricted interlock license after 90 days, for specified driving purposes. For subsequent test refusal suspensions, a person can apply for a restricted interlock license after 90 days for getting to and from work, school, an alcohol treatment program and the ignition interlock provider for maintenance and data download. Persons subject to first-time suspensions for BAC over 0.15 or test failure are permitted to apply for a restricted interlock license after 45 days to allow driving in specific circumstances. There is a \$100 application fee for restricted ignition interlock licenses.

### Minimum Hours of Confinement

In the DUI and commercial DUI statutes, house arrest and work release provisions for a 3<sup>rd</sup> or subsequent conviction are amended to increase the required minimum hours of confinement from 240 hours to 2,160 hours (90 days) to be consistent with the 90 days' imprisonment required elsewhere in those statutes.

### Saliva Testing

The bill clarifies that the Kansas Bureau of Investigation is authorized, rather than required, to adopt rules and regulations related to the approval of saliva testing devices.

### Electronic Cigarettes

HB 2324 (effective July 1, 2012) makes it unlawful to sell, furnish, or distribute electronic cigarettes to any person under 18 and, with some exceptions, to sell electronic cigarettes by means of a vending machine in any establishment open to minors or a self-service display in any establishment. It also requires a retail dealer to add “electronic cigarettes” to their existing signage explaining that cigarettes and tobacco products cannot be sold to minors.

Further, it is unlawful for any person under 18 to purchase, attempt to purchase, possess, or attempt to possess electronic cigarettes.



## Proposed By-Law Change to Article 5 Section 2

Your KACM board has been addressing a change to the by-laws as to when the calendar year will begin each year for the KACM dues. We have somehow gone from paying by the 1<sup>st</sup> of October, as stated in the by-laws, to our calendar year for dues being due by July 1<sup>st</sup>. With all of that in mind, the board will present the following proposal with the **highlights** stating the changed verbiage:

Article V Section 2. Dues. Annual dues for membership classifications will be established by the Board of Directors. Any member who fails to pay dues by **March 1<sup>st</sup> of the current year** shall not be entitled to vote and shall be dropped from the membership roster until dues are paid. **Late fees as established by the Board of Directors will be assessed after March 1<sup>st</sup>.** The Board of Directors shall fix dues for each subsequent year, which begins the first day of **January** of each calendar year.

New members paying **any time during the calendar year up until September 30<sup>th</sup> of the calendar year** shall be considered to have their dues paid **for that calendar year. Dues paid October 1<sup>st</sup> and thereafter shall be considered to have paid their dues for the next calendar year.** All dues shall be payable as specified by the Board of Directors. Annual dues shall be in the same amount for all members of the same membership class. The annual dues may vary for each membership class where there is more than one such class.

This will be presented at the KACM Annual Meeting on September 27<sup>th</sup> at the Fall Conference in Salina.

As you know, paying dues went as usual this year which pays for the 2012-2013, July 1<sup>st</sup> to June 30<sup>th</sup>. In order for us to get to the calendar year of January 1<sup>st</sup>, you will receive an invoice when you attend the fall conference or if you do not attend, in the mail, for \$25.00. This will be due prior to March 1, 2013. This will keep your membership current until

January 1, 2014. Then we will be on the rotation for KACM's calendar year being January 1<sup>st</sup> to December 31<sup>st</sup>.

I hope I have explained it well enough that you aren't totally confused. If you need to ask questions please contact me or Candy Westhoff. We'd be glad to help. See you all at the Fall Conference in Salina!

Candy Westhoff  
Girard Municipal Court Clerk  
[candykansas@yahoo.com](mailto:candykansas@yahoo.com)  
620-724-6219

Jeannine A. Hoheisel  
Hesston Municipal Court Clerk  
[pdrecp@hesstonpd.org](mailto:pdrecp@hesstonpd.org)  
620-327-2020

### Law Enforcement \$\$ from Grants??

(1) In April, police chief John Crane of Gadsden, Ala., learned that his department has owned, for two years, two unmanned aerial drones. He said he has no idea why they were purchased (at about \$150,000), but that local taxpayers need not worry since they came with a federal law enforcement grant.



(2) NBC Bay Area reports periodically on uses of 2009 federal stimulus money distributed in the San Francisco area, and in May revealed that the University of California, San Francisco, had received \$1.2 million to interview 200 men on what effect being overweight has on their sex lives. A government budget activist decried funding a "sex study over fixing bridges and roads that are crumbling every day."



(source: [www.newsoftheweird.com](http://www.newsoftheweird.com))

### Which "Vehicles" Legal??

Among the resources available on the Kansas Highway Patrol's website is a nice guide on unconventional vehicles, such as **ATV's and Mopeds**.

A sample of this guide is shown below, but can be found in its entirety at:

<http://www.kansashighwaypatrol.org/press/brochures.html>

Click on the option, "Is Your Ride Street Legal? A Guide to Unconventional Vehicles," in the middle of the page.

**STREET LEGAL**

**MOTORIZED BICYCLE / MOPED**

Class M Driver's License	<b>NOT REQUIRED</b>
Driver's License*	<b>REQUIRED</b>
Registration	<b>REQUIRED</b>
Eye Protection	<b>NOT REQUIRED</b>
Insurance	<b>NOT REQUIRED</b>
Helmet -17 and younger	<b>REQUIRED</b>



"Motorized bicycle" means every device having two tandem wheels or three wheels, which may be propelled by either human power, helper motor, or by both and which has:

A      P      more than

### Appointed Attorney Indigency Standard 2012 Poverty Guidelines

Size of Family Unit	Poverty Guideline
1.....	\$11,170
2.....	\$15,130
3.....	\$19,090
4.....	\$23,050
5.....	\$27,010
6.....	\$30,970
7.....	\$34,930
8.....	\$38,890

For family units with more than 8 members, add \$3,960 for each additional person. (The same increment applies to the smaller family sizes also, as can be seen in the figures above.)

Source:  
**State Board of Indigents' Defense Services**  
<http://www.sbids.org/forms.html>

- click "Forms & Documents"
- click "Assigned Counsel Forms"
- click "Financial Affidavit.pdf"

**Hog-tied Thief!** Calvin Hulvey, 35, was charged with attempted auto theft in Tulsa, Okla., in June after jumping into Jeremy Penny's van and fleeing. Penny and his dad were not willing victims! They took up the chase and caught Hulvey. Said Penny later, "I rodeo. (Dad and I) both rodeo." When the police arrived, Hulvey had been neatly hog-tied and secured to a fence. Explained Penny, "(L)ately, I've been having bad luck keeping calves tied (in rodeos), so (Dad) did the tying up."



(source: [newssoftheweird.com](http://newssoftheweird.com))



## **2012 FALL CONFERENCE**

**Courtyard by Marriott**

**Salina, Kansas**

**September 27 and 28**

**“Turn Over a New Leaf” from attending the annual Fall conference.**

**On Thursday, we will hear from Judge Tommy Webb. His session focuses on making a positive difference in a negative world. His life experience and message is uplifting and inspiring.**

**On Friday, we will have breakout sessions covering diverse topics to assist us in developing new methods and processes for our courts. This is a great way to network with other clerks and get to know each other better!**

**We will also hear from DMV and have our annual business meeting during the conference.**

**We look forward to seeing everyone in September!**

**Feel free to shop, eat and network at your own leisure on Wednesday and Thursday evening. We will be hosting a hospitality room both evenings.**



**Hampton Inn is holding rooms for overflow at \$92.00. It is located in the same parking lot as the Marriott.**

**Reservations: 785-823-9800**

# KANSAS ASSOCIATION FOR COURT MANAGEMENT

## 2012 FALL CONFERENCE

**SEPTEMBER 27th & 28th**

**Courtyard by Marriott**  
 3020 Riffel Drive  
 Salina, KS 67401  
 785-309-1300

Please print:

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Zip:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Member – current member of KACM:**

- Early Bird \$50** registering on or before **August 26<sup>th</sup>**
- Regular \$75** registering on or before **September 10<sup>th</sup>**
- Delayed \$125** registering on-site or **after September 10<sup>th</sup>**
- I'm a NEW member of KACM!**

**Non-Member – not a current member of KACM:**

- Regular \$100** Includes KACM membership through June 2013 and conference registration. For questions regarding KACM membership, contact Nioma Cook in Andover at 316-733-4510.

**I plan to attend:**

	Attendee	No. of Guests
Thursday breakfast	<input type="checkbox"/>	_____ @ \$10 each = \$ _____
Thursday lunch	<input type="checkbox"/>	_____ @ \$19 each = \$ _____
Friday breakfast	<input type="checkbox"/>	_____ @ \$10 each = \$ _____

**\$ \_\_\_\_\_ TOTAL DUE KACM**

Please make checks payable to **Kansas Association for Court Management**. Registration fee must be **postmarked by August 26, 2012 to receive Early Bird registration rate.**

Mail to: **KRISTI ORBIN, KACM TREASURER** Olathe Municipal Court  
 913-971-7564 1200 S Harrison Street  
 Olathe, KS 66061

***HOTEL RESERVATIONS MUST BE MADE BY SEPTEMBER 10th***

The Courtyard by Marriott will hold a block of rooms at the conference rate of \$99 per night plus applicable taxes for reservations made by September 10<sup>th</sup>.

No guarantee for room reservation or conference rate after September 10.

Tax exempt certificate required for waiver of applicable sales tax.

**Call for reservations: 1-785-309-1300 and ask for KACM group rate.**

**Overflow rooms: Hampton Inn, 1-785-823-9800, \$92.00, same cut off dates apply.**



**Silent Auction to be held at the Fall Conference in  
Salina, KS  
Sept. 27th and 28th, 2012**

Proceeds will be used to pay for KACM Scholarships for the Fall Conference. Donations are greatly appreciated; examples include...crafts, sports memorabilia, Kansas goods or products, tickets to sporting events, theatre tickets and any other items of your choice. If you plan to bring an auction item to the fall conference, please complete the form below and fax to:

Kellie Barker (Bel Aire) Fax: 316-744-3639

Name \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ E-Mail: \_\_\_\_\_

Space Size Needed \_\_\_\_\_

I will mail the item to one of the committee members. Yes No

For more information on the silent auction, please call or e-mail:

**Kellie Barker  
316-744-2451 Ext. 134  
municourt@belaireks.gov**



## KANSAS ASSOCIATION FOR COURT MANAGEMENT

### Scholarship Application for 2012 Fall KACM Conference September 27<sup>th</sup> & 28<sup>th</sup> 2012 In Salina, Kansas

Regular membership shall be open to any appointed Court Clerk/Court Administrator or any Municipal Court in the State of Kansas. Any Assistant Court Clerk/Assistant Court Administrator or any person serving in a management position in any Municipal Court in the State of Kansas shall be eligible for regular membership in the corporation.

The Kansas Association of Court Management offers new clerk orientation at the Spring Conference (those new clerks who have been appointed within the last two years). The orientation is a basic course geared toward new clerks.

This scholarship is being offered to Court Clerks who have never been able to attend a KACM conference before. If your application is accepted, then KACM will waive registration fees, waive the membership fee for the year, pay for the motel room and possibly mileage.

This document must be completed in its entirety and submitted by August 10, 2012.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Court Name: \_\_\_\_\_

Court Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Court Phone Number \_\_\_\_\_ Court Fax Number \_\_\_\_\_

Please answer the following questions:

1. If selected, would your City pay for you to attend the Fall Conference the following year?  
Yes                      No
2. If you choose to become a regular member, would you serve on a committee or as a board member?  
Yes                      No
3. Please state why we should select your application.

**Please return application to:**

Kellie Barker  
7651 E. Central Park Ave  
Bel Aire, KS 67226  
Phone: 316-744-2451 Ext. 134  
Fax: 316-744-3639

municourt@belaireks.gov

## Kansas Association of Court Management Board of Directors Meeting March 29, 2012

### CALL TO ORDER AND ROLL CALL

The KACM Board of Directors Meeting was held on Thursday, March 29, 2012 at 5:00 p.m. at the Topeka Ramada Inn Hotel and Convention Center, Topeka, KS. The meeting was called to order by President Barb Inselman.

Voting members present: Barb Inselman, Lenexa; Kristi Orbin, Olathe; Diane Clay, Fort Scott; Jeannine Hoheisel, Hesston; Linda Engel, Oakley; Adela Diaz, Prairie Village; Amy Spitler, Hutchinson;

Others present: Sandi Reitcheck, Hoxie; Jane Eilers, Salina; Barb Schattak, Lyndon; Nioma Cook, Andover; Kellie Barker, Bel Aire.

Absent: Rick Voisin, Towanda, Shellina Adams, Derby; Kim Clinkingbeard, Liberal; Candy Westhoff, Girard; Janet Reimer, Newton; Greg Nickel, Newton; Gail Garrett, Lansing.

There were no additions to proposed agenda.

### MINUTES

Correction to minutes from January 27, 2012 meeting. Correction to all spellings of Niomi to Nioma Cook; correction on dates for fall conference to read 27<sup>th</sup> and 28<sup>th</sup> of September; correction on membership committee report that Jeannine Hoheisel not Jane Eilers will contact AMS regarding lanyards.

Linda Engel made a motion to accept the amended minutes from the KACM Board of Director's meeting. Jeannine Hoheisel seconded the motion. Motion passed.

### TREASURER'S REPORT

Kristi Orbin reported that the KACM checking account has a balance of \$16,217.69. She also reported that the scholarship fund balance is \$1,387.33. Kristi stated that memberships have been coming in great, noting that having Nioma mail out the registrations has helped tremendously.

Kristi reported that the correct section the organization should file under is the 501c6 status. She has the application to reinstate the organizations EIN number and will complete the required forms. Kristi reported that she will forward Greg Nickel a 1099 for the \$1,200.00 he is paid for the newsletter. Filling out the application is quite lengthy and could require help from other members. Barb Inselman questioned if we needed to file an extension if this wasn't going to be completed by April 15. Kristy will get the 1099 to Greg before the filing deadline.

Diane Clay made a motion to accept the treasurer's report. Adela Diaz seconded the motion. Motion passed.

### CORRESPONDENCE

Thank you card was received from Denise Kilwein for the plaque she was presented at the KACM 25<sup>th</sup> anniversary event.

### COMMITTEE REPORTS

**Ambassador:** No Report

**Courtesy:** Barb Schattak asked for specific instructions on when to send flowers and cards. It was decided that flowers are to be sent when members meet the following criteria: babies; retirement; surgery; death in immediate family. Cards would be appropriate for all other situations. Barb requested courtesy information to be sent to her at [barbschattak@mchsi.com](mailto:barbschattak@mchsi.com), and to put "Courtesy Committee" in the subject line. This information will be forwarded to Greg to put in the newsletter.

**Education:** Kellie Barker reported that the fall conference will be held at the Courtyard by Marriott in Salina, KS on the 27 and 28<sup>th</sup> of September, 2012. Results from the evaluation forms from the 2011 fall conference in Wichita were passed out for the board to see the breakdown. Kellie reported that Shellina requested if anyone has topics for the fall conference to have them to her by April 4, 2012.

**Historian:** No Report.

**Hospitality:** The theme for the hospitality room is "Spring Fling"; everyone is encouraged to attend to network with other clerks.

**Legislative:** No Report

**Manual:** Jane Eilers reported that the committee had made changes but OJA did not make the changes to the manual that is currently on the website. There was discussion about a breakdown in communication between the committee and OJA regarding the importance of getting the most current information out on the website for clerks to reference. Jane will research this with Denise to come up with a possible solution.

**Membership:** Nioma Cook reported as of March 28, 2012 there are 241 registered paid members, including 24 new members. She is out of the KACM notebooks for new members and will be ordering new folders to send out new clerk information. These will better accommodate the information in addition to being more cost effective. Nioma suggested we have a contest for the cover sheet on the new folders, discussion about putting the contest information out in the newsletter and on the website. Entries need to be submitted to Nioma by June 30<sup>th</sup> and the board would vote on the winning design. The winner could possibly win a “waived registration to the fall conference”. Nioma will provide forms at the registration table for members to make corrections to any errors in the membership roster. She also requested to remove the title column from the roster. Nioma is still looking into the “lifetime” member pin and will report at the next meeting. The board agreed to offer a free fall conference registration fee to the winner of the contest of the cover sheet design for the new member folder.

**Newsletter:** No Report.

**Past President:** No Report.

**Promotion:** Amy reports that she will do a zebra theme for the fall conference. She also asked if the association had a “motto”. The board was asked to think about this and discuss at next meeting.

**Scholarship:** No Report.

#### **OLD BUSINESS**

To inform members about the membership year by-law change, the board will have an information letter in the newsletter and also place it in the fall registration packets before the annual meeting. Barb Inselman reported she sent a letter to Marcy Ralston regarding the issues court clerks are having getting in touch with the DMV. It was decided to see what solutions Marcy and the new manager, Deb Willey, would discuss when they updated us at their conference session on March 30<sup>th</sup>.

#### **NEW BUSINESS**

Possible “motto” for the association to be put on agenda for next meeting.

#### **ADJOURNEMENT**

There is no further business to come before the Board. Linda Engel made a motion to adjourn. Jeanine Hoheisel seconded and the motion carried. Meeting adjourned. The next board meeting will be held on Friday, July 13, 2012 at 12:00 p.m. (noon) at the Courtyard by Marriott, Salina, KS.

Respectfully submitted,

Amy Spittler- Secretary pro tem



### **Spotlight on Legal Terminology**

#### **Sequestration \,sēk-wəs-'trā-shən\**

**SEQUESTRATION OF WITNESSES** - Keeping all witnesses (except plaintiff and defendant) out of the courtroom except for their time on the witness stand (to testify), and cautioning them not to discuss their testimony with other witnesses. Also called “separation of witnesses.”

This prevents a witness from being influenced by the testimony of a prior witness.

*(Source: Court Clerk’s Manual – Glossary)*

**Kansas Association of Court Management Board Meeting  
July 13, 2012**

**CALL TO ORDER AND ROLL CALL**

The KACM Board Meeting was held on Friday, July 13, 2012 at 11:00 a.m. at the Marriott Courtyard Salina, Salina, KS. The meeting was called to order by President Barb Inselman.

Voting members present: Barb Inselman, Lenexa; Shellina Adams, Derby; Diane Clay, Fort Scott; Jeannine Hoheisel, Hesston; Linda Engel, Oakley; Adela Diaz, Prairie Village; Amy Spittler, Hutchinson; Rick Voisin, Towanda (12:05 pm)

Others present: Sandi Reitcheck, Hoxie; Brenda Landes, Salina; Nioma Cook, Andover; Kellie Barker, Bel Aire; Greg Nickel, Newton.

Absent: Kim Clinkingbeard, Liberal; Kristi Orbin, Olathe; Candy Westhoff, Girard; Diane Clay, Fort Scott; Barb Schattack, Lyndon; Janet Reimer, Newton; Gail Garrett, Lansing.

There were no additions to proposed agenda.

**MINUTES**

Linda Engel made a motion to approve the minutes from the KACM March 26, 2012 board meeting. Shellina Adams seconded the motion. Motion passed.

**TREASURER'S REPORT**

Barb Inselman handed out a treasurers report from Kristi. She reported that the KACM checking account has a balance of \$17,765.02 and the scholarship fund balance is \$1,387.33. Memberships have been coming in good. Possible idea of putting membership renewals in conference packets if membership year change is approved at annual business meeting.

Jeannine Hoheisel made a motion to accept the treasurer's report. Linda Engel seconded the motion. Motion passed.

**CORRESPONDENCE**

Thank you card was received from Barb Nelson.

**COMMITTEE REPORTS**

**Ambassador:** No Report

**Courtesy:** No Report

**Education:** The fall conference will be held in Salina, KS, the committee is coming up with ideas, keynote speaker information will be in the newsletter, issues with DMV not responding and the possibility they will not be at the conference. Vendor information has been mailed out with the cut off on September 1. Breakout sessions will be planned. There will be no evening entertainment so the hospitality room will be open both nights with a \$400 budget.

**Historian:** No Report.

**Hospitality:** No Report.

**Legislative:** Report has been sent to be published in the newsletter.

**Manual:** Brenda Landes reports the committee will meet in Topeka on July 25 to look over the manual.

**Membership:** Nioma Cook presented the brochure fronts and a style was picked by the board. Possible color options would be forwarded to board for final approval.

**Newsletter:** Greg reports the newsletter is ready to release, waiting on minutes from this meeting.

**Past President:** Jeannine reports that Kim Clinkingbeard has turned in a letter of resignation from the KACM board. The Vice President position is being offered to trustees, if not filled the position will be voted on and filled at the fall conference. Lifetime members have applied and will be voted on at fall conference.

**Promotion:** Amy reports that she will do a zebra theme for the fall conference.

**Scholarship:** Kelli has sent information to be published in the newsletter.

### **OLD BUSINESS**

To inform members about the membership year by-law change, the board will have an information letter in the newsletter and also place it in the fall registration packets before the annual meeting. Jeannine Hoheisel will be available at the conference to address any questions regarding the by-law change.

Candy Westhoff wins the cover design contest and her conference registration will be free.

Proposed "motto" will be part of the ice breaker for the conference and members will be asked to submit ideas. The board will look at all entries and decide on a motto, winner will be given a prize.

### **NEW BUSINESS**

Replacement of Kim Clinkingbeard as secretary, motion to replace Kim with alternate trustee Sandi Reitcheck made by Shellina Adams, seconded by Rick Voisin. Motion passed.

Questions on IRS form 1024 concerning distribution of assets should our organization dissolve. Discussion about how the previous documents regarding this issue were worded. Barb was to check the old records and report back to the board.

### **ADJOURNEMENT**

There is no further business to come before the Board. Shellina Adams made a motion to adjourn. Linda Engel seconded and the motion carried. Meeting adjourned.

Respectfully submitted,



Amy Spidler- Secretary pro tem

**Ambassadors**

We currently have an opening for an Ambassador in Region 1. This region includes the following counties: Cheyenne, Rawlins, Decatur, Norton, Phillips, Logan, Gove, Trego, Sherman, Thomas, Sheridan, Graham, Rooks, Wallace, and Ellis.

Please let me know if you are interested in serving as an Ambassador for Region 1. The responsibilities for an Ambassador are listed below:

The Ambassadors are listed below for all the Regions in the State of Kansas:

Responsibilities of the KACM Ambassador Committee:

- \*Contact the new members listed from the Membership Committee
- \*Assist clerks in their region with programs – 2 experienced clerks from each region.
- \*Provide information where Clerks can get training – tell them about the Spring Court Clerk training offered by the Office of Judicial Administration and the Fall Conference
- \*Assist the Ambassador Chairperson with a mixer at the Fall Conference

Vacant			1		
Engel	Linda	Oakley	1	785-671-3611	oakleyap@st-tel.net
Eilers	Jane	Salina	2	785-826-7230	jane.eilers@salina.org
Lovett-Sperling	Jerry	Lindsborg	2	785-227-3355	jls@lindsborgcity.org
Inselman	Barbara	Lenexa	3	913-477-7600	binselman@ci.lenexa.ks.us
Rawles	Janeice	Edgerton	3	913-893-6231	edgertonkcourt@yahoo.com
Durler	Theresa	Dodge City	4	620-225-8107	theresad@dodgecity.org
Kohn	Doris	Dodge City	4	620-225-8107	dorisk@dodgecity.org
Johnson	Jo	Clearwater	5	620-584-2317	johnsonj@clearwaterpd.org
Plew	Debbie	Mulvane	5	316-777-9515	dplew@mulvanekansas.com
Clay	Diane	Ft. Scott	6	620-223-0550	dclay@fscity.org
Adams	Sherri	Pittsburg	6	620-231-9880	SherriA@Pittks.org

**Courtesy Committee**

Barb Schattak will serve as the Courtesy Chairperson through September. If we have any cards or flowers to be sent over the next few months, please contact her at: [barbschattak@mchsi.com](mailto:barbschattak@mchsi.com) with 'KACM courtesy committee' in the subject line.

If you know of a clerk that could use a special congratulations or encouragement, please contact Barb. Thanks!

# K.A.C.M. Blackboard

**Theresa Durler** (Dodge City) has a new grandson that was born Monday, January 16, 2012. Ayden Bentley Robles, 7 lbs 8 oz and 19 inches long. He's a cutie of course and they are doing great.

**Carol Scott** (Burden)'s cancer is in remission!  
WAHOO!

She is back to working full time as court clerk. Her thanks to everyone for their thoughts and prayers.

What good news!

**Diane Johnston** retired in April after 14 years with the Olathe Municipal Court. Congratulations Dianne!

**Shelly Allenbach** (Moundridge)'s mother, Mildred Gibson passed away in May. The funeral was at St. John Lutheran Church in Moundridge. Our deepest condolences to you, Shelly.

Our thoughts and prayers to **Debbie Plew** (Mulvane), whose brother passed away on May 8<sup>th</sup>. He was waiting on liver transplant and had gotten an infection which was too much for his body to fight.

She also hurt her back at the end of April, went to doctor who gave pains meds, which caused other problems. Then, while going down a step outside her back door, she fell on her knee (doc told her to walk, so she was following his orders). Now not only is her back screwed up but so is her knee. Back to the doctor.

**Wanda Gabel** (Ness City) is a proud Grandma for the 1st time on March 20th. Xavier Alexander Gabel, (my husband is Alex, his grandfather was Alex,) He was 7 lbs 11.6 (what scales they have these days!) and 21 (exact?) inches long. Their tape measures haven't progressed like their scales.



Condolences to **Sandi Reitcheck** (Hoxie), who lost her brother, Kenneth Deibert, of Concrete, Washington, on May 19th after a 2½ year battle with cancer. Sandi remembers him as "a swell guy and we'll miss him a lot."

Our thoughts and prayers are with you.

**Looking for Personal News.** The only way we know what is happening is if you let us know! If you, or a clerk from your city has news to share with the rest of us – we want to know. The can be **news of retirement, new babies, marriage, medical concerns...** Anything. Send an email to Barb Nelson at [bnelson@ottawapd.org](mailto:bnelson@ottawapd.org).

Below is a copy of the State's official form, which they distributed via email.

State of Kansas  
Kansas State Treasurer  
ST-31 (07-2012)

**REPORT AND PAYMENT OF MUNICIPAL COURT REVENUE**

A.	REINSTATEMENT FEES (\$59.00)	\$ _____
B.	JUDICIAL BRANCH SURCHARGE (\$22.00)	\$ _____
C.	JUDICIAL BRANCH EDUCATION FUND (\$.50)	\$ _____
D.	LAW ENFORCEMENT TRAINING CENTER FUND (\$20.00)	\$ _____
E.	COMMUNITY CORRECTIONS SUPERVISION FEE FUND (DUI Fine \$250.)	\$ _____
	<b>TOTAL REMITTANCE</b>	\$ _____

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I hereby certify the above to be a true, complete and accurate report and payment of municipal court revenue as required to be remitted the State Treasurer by K.S.A. 8-2110 as amended by 2011 Senate Bill 97; 12-4114, 12-4115 and 12-4116, as amended and Kansas Supreme Court Order 91 SC 1 and 1992 House Bill No. 2832; 12-4117 as amended by 2010 Senate Bill No. 434 and 2012 Senate Bill No. 60, Sec. 1; and amendments thereto.

For the Month of \_\_\_\_\_ Municipal Court of \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Treasurer's Use Only:**

Check# \_\_\_\_\_

Date \_\_\_\_\_

Please remit to:

**Kansas State Treasurer  
900 SW Jackson Suite 201  
Topeka, Kansas 66612-1235  
785-296-4147**

## Our Goals

Find out more about KACM on our website at [www.ksmunicipalcourts.com](http://www.ksmunicipalcourts.com), which includes a listing of our goals as follows:

- Continuing education for Court Managers, Clerks, Administrators, and Assistants
- Interaction between members with problem-solving ideas
- Organization input into Legislation that will affect Municipal Courts
- An organized voice to State agencies
- Consistency within the Municipal Courts
- Promoting public trust and confidence

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## Your Board Members



**Board Members & Trustees**



**Barb Insleman  
President**



**Shellina Adams  
Vice President**



**Kristi Orbin  
Treasurer**



**Kim Clinkingbeard  
Secretary**



**Rick Voisin  
Sgt at Arms**

KANSAS ASSOCIATION FOR COURT MANAGEMENT

Newsletter Editor Greg Nickel  
704 E 4<sup>th</sup>  
Newton, KS 67114

Visit our website at:

[www.ksmunicipalcourts.com](http://www.ksmunicipalcourts.com)

Upcoming Dates:



**Fall Conference**

Salina Marriott  
Sept 27 & 28, 2012  
(Hospitality room open 26<sup>th</sup> pm)

**Spring Conference**

Salina, Ramada Inn  
March 22, 2013