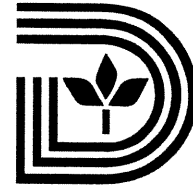


Memorandum



CITY OF DALLAS

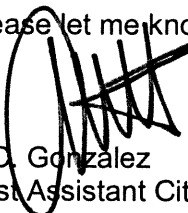
DATE March 2, 2012

TO Honorable Members of the Ad Hoc Legislative Committee for Judicial Appointments:
Angela Hunt, Co-Chair; Delia Jasso, Co-Chair; Jerry Allen, Vonciel Jones Hill,
Sheffie Kadane, Linda Koop

SUBJECT Overview of 2012 Municipal Judge Selection Process

Attached is the briefing material on the Overview of 2012 Municipal Judge Selection Process Briefing to be presented to you on Tuesday, March 6, 2012.

Please let me know if you need additional information.


A.C. Gonzalez
First Assistant City Manager

Attachment

c: Honorable Mayor and Members of the City Council
Mary K. Suhm, City Manager
Rosa A. Rios, Acting City Secretary
Thomas P. Perkins, Jr., City Attorney
Craig D. Kinton, City Auditor
C. Victor Lander, Administrative Municipal Judge
Ryan S. Evans, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Forest E. Turner, Assistant City Manager
Joey Zapata, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Frank Libro, Public Information Office
Stephanie Cooper, Assistant to the City Manager, Mayor/Council Office

Overview of 2012 Municipal Judge Selection Process

Ad Hoc Legislative Committee for Judicial Appointments
March 6, 2012



Overview

- Advertisement was posted on March 4th, with a deadline date of March 18, 2012;
 - Sources To Be Used
 - City Website
 - Dallas Morning News
 - Dallas Bar Association
 - State Bar of Texas
 - Greater Dallas Hispanic Chamber of Commerce
 - Asian American Bar Association
 - Dallas Hispanic Bar Association
 - J.L. Turner Legal Association

- Interested Candidates must apply at dallascityhall.com.
 - Log onto www.dallascityhall.com and select FIND A JOB.
 - The Municipal Court Judge positions will be listed under Open Positions

Proposed Time Line

Task	Initiate/Completion Date
Application revised to include language that municipal judges are ineligible to serve in the position if they run for public office	February, 2012
Advertise Position	March 4-18, 2012
Application Deadline	March 18, 2012
Review of Applications	March 23, 2012
JNC will receive packet of resumes of candidates <small>*Candidates who meet Minimum Qualifications</small>	Week of March 26, 2012
JNC screens applications/resumes	Week of April 2, 2012
JNC meeting to discuss 2012 Municipal Judge Process	Week of April 16, 2012

Proposed Time Line (Continued)

Task	Initiate/Completion Date
JNC meeting for selection of candidates to be interviewed <small>*Dallas City Code Sec. 13-5.2</small>	Week of April 23, 2012
Candidates contacted by City Staff to schedule interviews	Week of April 30, 2012
JNC conducts interviews	May 14 -16, 2012
JNC recommends Finalists	May 22, 2012
JNC List sent to Ad Hoc Legislative Committee	May 29, 2012
Ad Hoc Legislative Committee conducts interviews	June 2012
Council to vote on Finalists	June 2012