



THE DOCKET

Spring Issue
2022



ASSOCIATION OF CLERKS OF THE DISTRICT COURTS OF VIRGINIA

The Association has been busy, let's catch up!

A message from the Association President, Kimberly McKittrick:

The Executive Council for the District Court Clerk Association voted to cancel our annual conference again this year. As you can imagine, we had to make a decision early on to give proper notice to the hotel, vendors, speakers, etc. We felt that with the sub-variant of COVID (omicron) running through the state, it would be difficult to go forward with the April conference.

I know many of us look forward to this conference each year. I really hate that we will not have this much needed event again this year. We look forward to seeing you next year. In the meantime, the Association is hard at work representing you!

Please take time to look through all the information and pictures included in this issue of **THE DOCKET**. It's so nice to see all the positive things that are happening across the State. On a personal note, I want to share with you how proud I am of the members of the Clerks Association. I want to assure you that this relatively small group had a "BIG" voice in Richmond on February 17th (see page 2). We were able to speak frankly with Senators and Delegates from all

over the state. As we walked the halls, we had many ask who we were and why we were there. This gave us such a great opportunity to "plead" our case with other support staff that we never intended to speak to. We passed out our "flyer" which further explained our requests for additional funding. The flyer also included comments that we had gathered from District Court employees throughout the state. These comments, **YOUR COMMENTS**, I feel impacted those that we spoke with. My personal favorite...

"OUR BENEFITS NO LONGER OUTWEIGH THE SALARY. WE CAN'T EAT BENEFITS".

Again, thank you so much for sending these comments into us.

YOU ARE ESSENTIAL!

Please take time to click on the link (page 3) to hear the warm welcome from the Senate to the **HARD-WORKING CLERKS OF VIRGINIA**. Senator Mark Obenshain was very open and supportive of our efforts!

I truly hope that each of you have a good Spring. I don't know about you, but I always feel better when the sun is shining! ■



Clerks Association Leadership

Officers

President	Kimberly McKittrick
President-Elect	Laura Hatch
Past President	Rick Kahl
Vice President	Kelly Wiggins
Secretary/Treas.	Amy Burnham

Regional Representatives

Region 1	Courtney Payne
Region 2	Jill Hall
Region 3	Shannon Meadowcroft
Region 4	Julie Dobson
Region 5	Linda Moore
Region 6	Shanna Henry
Region 7	VACANCY
Region 8	Ginger Webb
Region 9	Nikki King
Region 10	J. Karen Allison

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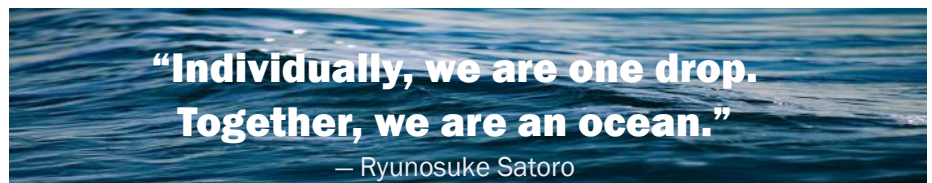
SAVE THE DATE

NEXT ASSOCIATION VIRTUAL MEETING

WED JULY 13, 2022 1:00 PM

"Individually, we are one drop. Together, we are an ocean."

— Ryunosuke Satoro





The Clerk's Association visits the General Assembly and is working hard for you!

Story and photos submitted by Laura Hatch, Clerk Fredericksburg GDC President-Elect. Content contributions from Amy Burnham, clerk of VA Beach JDR and Terri Rea Clerk of Harrisonburg/Rockingham JDR. members on the Association's special issues committee.

Thursday, February 17, 2022 Clerk's of court from around the state gathered at the General Assembly to meet with Senators and Delegates to bring attention to a most pressing matter in the District Courts, staff compensation.

The association is urgently asking for an amendment that each District Court employee receive \$2500 as a salary increase which would require approximately \$4 million be added to the budget. This would be in addition to the 5% salary increase for all state employees that is in the Governor's budget for each year of the budget. While we do not think that this will solve all of our salary and retention issues, we believe it is a reasonable request in light of the current budget forecast and request for an additional 120 positions already in the budget. Visit www.vadistrictclerks.com for more information.

Although we understand that asking is not always getting, we are hopeful and doing our absolute best to fight for our staff statewide. Association members and leadership went to Richmond to meet with Delegates and Senators for a face-to-face discussion about our most urgent needs. Our goal was to humanize our stories so when it comes time to make a decision, it really resonates with them. Thank you to everyone who took the time to respond and provide your stories. The Judge's Association has written a resolution to show their support as well. I can't recall a more impressive show of support and solidarity on compensation.

We are pleased to report our efforts were not a waste of time! Both the House and Senate posted their versions of the budget.

The House's budget includes a 4% raise for all state employees and a \$1000 salary bonus, but nothing additional for District Courts.

Senator Mark Obenshain is great supporter of the VA District Court Clerks. He has been our champion for many years and continues to lend us his time and offer his support. We appreciate all that he has done and continues to do to support us! It was a pleasure speaking with him. See link in caption next page for a warm welcome from the senate chambers.

The Senate's budget has a 5% raise, a \$1000 bonus, and the \$2500 salary increase for District Courts! Thank you to Senator Janet Howell and Senator Jill Vogel, for being the driving force behind the amendment.

There is still a lot that has to happen before the raise is approved, but we are one step closer.

The legislators will vote on their respective budget at the end of the week and then it goes to conference for them to reconcile the two versions. After conference, it goes back to the floors for a vote and then once approved to the Governor for his amendments. ■



Clerk's Association members at the Virginia State Capitol.

Photos Continue Page 3





Lieutenant Governor Winsome Earle Sears and Senator Mark Obenshain honor the Association with a warm welcome from the Senate to the hard-working clerks of Virginia! Watch at 12:41 https://virginia-senate.granicus.com/MediaPlayer.php?view_id=3&clip_id=5000



Pictured left to right, Rick Kahl, Barbra Shaw, Shannon Meadowcroft, Sea Bruno and Amy Burnham.



Pictured left to right, Terri Rea, Laura Hatch and Lauren Jones.

The Clerk's Association wishes Cyril Miller a very happy retirement.



Dr. Cyril W. Miller, Jr.

Story submitted by Laura Hatch, Clerk Fredericksburg GDC President-Elect .

Photos and biography contributions from Susan Newman, Dept Judicial Planning.

If you have attended a Clerk workshop, Clerk's Assoc. or MAACM statistics course, ICM course, staff time study, staffing model workgroup or various other extensions of Judicial Planning, you have experienced the hard work of Dr. Cyril Miller and his team.

Cyril's charisma, kind and approachable personality make statistics, otherwise overwhelming and humdrum data, easy to understand and dare I say actually kind of fun (at times).

My first class with Dr. Miller. At the time I was one of the very few members from Virginia to attend a MAACM conference held in a casino in Delaware. Cyril was the instructor of a statistics class scheduled first thing in the morning (after a night at a casino, that is a tough crowd to captivate-with statistics no less). Let me tell you, that audience came to bright eyed and bushy tailed attention when everyone took notice of the large stack of calculators on his desk. Equivalent to saying "remember this it will be on the test later!"

Throughout the class he was energetic, clearly loved to teach and explained each concept in ways that could be easily understood no matter your familiarity with the topic. I remember him stating that we were all successful planners because we all made it to the conference and his class. Before that moment, I really hadn't thought of myself as a good planner and the steps that we all subconsciously take to accomplish a goal (as simple as getting to work.)



Christmas, 2021. Judicial Planning Team Members: Sitting, left to right: Jaime Clemmer, Hope Card Coordinator, Maggie Nopova, Circuit Court Data Analyst; Susan Newman, Court Analyst. Standing up, left to right: Amanda Johnson, District Court Data Analyst; Kent Pankey, Senior Planner; Cyril Miller, Director; Madelynn Herman; Statewide DV Coordinator and Chris Wade, Senior Data Management Analyst.

Biography

Cyril W. Miller, Jr. holds a Master's Degree in Urban and Regional Planning and a Ph.D. in Public Administration with a focus on judicial administration. Prior to 1980, Dr. Miller taught in Richmond Public Schools and worked in various urban and regional planning areas. He spent two years abroad in France and Quebec, Canada, between 1980 and 1982. He has served in various capacities within the Office of the Executive Secretary of the Supreme Court of Virginia since 1982

and in the department of Judicial Planning continuously since 1989. Before becoming a permanent member of the Judicial Planning Department, Dr. Miller worked in Fiscal Services as a budget analyst/programmer with duties ranging from accounts receivable to automation of fiscal work flows. He served as a Senior Management Information Analyst in the Planning Department responsible for providing statistical and policy analyses on caseloads and workloads for all Virginia courts and directing the devel-

opment of the annual *State of the Judiciary Report* and the *Report of the Judicial Council of Virginia*. In that capacity, Dr. Miller worked daily with judges and court officials as well as personnel within the Office of the Executive Secretary on various routine and special projects, was responsible for directing the statistical components of system-wide policy analysis efforts, such as appellate courts' time-to-disposition studies, the weighted caseload staffing model for Virginia's district courts, as well as the

various calendar management and delay reduction programs for Virginia's circuit and district courts. In 2005, Dr. Miller became Director of the Department of Judicial Planning, which department is also responsible for the strategic planning efforts of the Virginia court system. In addition, he has taught university level courses in future studies, criminal justice planning, as well as statistics and research methods.

The Clerk's Association visits the General Assembly - Continued



Senator Jill Vogel has been a long-standing advocate for the District Court Clerks in VA. We appreciate her encouragement and guidance every time we seek her support. She always makes the time to meet with us.



Pictured left to right: Kim McKittrick, Lauren Jones, Shannon Meadowcroft, Barbra Shaw, Amy Burnham, Terri Rea, Laura Hatch, Sea Bruno, Rick Kahl and Nikki King

**Looking for a gift
for your staff?**

A treat for yourself?

Check out Clerk's Association merchandise on our website
www.vadistrictclerks.com.



Checks and credit cards accepted
for all orders placed.

**Have ideas for merchandise you
would like?** E-mail Lauren Jones
at lejones@vacourts.gov.



Patrick County Sheriff's Office Active Shooter Presentation

Presented by Sheriff Dan Smith and Major Garry Brown

Story and photos submitted by Michelle Bryant, Clerk of Patrick County JDR

ARE YOU READY?

ADD CONCEPT

(Same as RUN, HIDE, FIGHT)

Avoid (Run)

Deny (Hide)

Defend (Fight)

Change your mindset NOW to that of SURVIVAL.

The presentation was held on December 1st at 9:30 am and was open to everyone in the Patrick County Veterans' Memorial Building. We had 16 participants in total and the attendees were from JDR court, GD court, Social Services, DMV, County Administration, and Building Inspection.

The class took approximately one hour and 15 minutes. The training was well received with interest from multiple offices within the building. The Sheriff and Major were very informative.

Most important lesson to be learned: **CHANGE YOUR MINDSET NOW TO ONE OF SURVIVAL.**

Columbine changed everything. It was the first televised active shooter event.

ADD Concept (same as Run, Hide, Fight)

Avoid (Run)

Deny (Hide)

Defend (Fight)



Sheriff Dan Smith Presenting and Major Garry Brown speaking about Avoid, Deny, and Defend.

Characteristics of an Active Shooter

- ⇒ Coward. Can't handle life. Basically want to chicken out at the expense of others.
- ⇒ Looking for soft, defenseless targets
- ⇒ Ax to grind
- ⇒ Series of life events have turned against them
- ⇒ Evil/Mean. We are too quick to blame it on mental illness most of the time.
- ⇒ They often have no real profile
- ⇒ Avenger mentality. Revenge to get at whoever for whatever reasons.



Active Shooter Presentation *Continued*

3 Types of people, Lt. Colonel David Grossman.

Sheep: Vast majority of the population. Want to be led. Cannot defend themselves.

Wolf: Evil incarnated. Preys on the sheep.

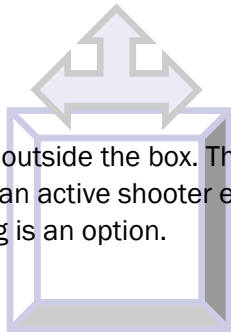
Sheep Dogs: Protect sheep. Commonly thought of as law enforcement, military. **I NEED ALL OF YOU TO BECOME SHEEP DOGS, STARTING TODAY.**

During a traumatic event, we go through three mental phases: Denial, Deliberation, and Decisive moment.

- ⇒ **Denial** example: “Those aren’t gunshots, or are they?”
- ⇒ **Deliberation:** “What am I going to do now?”
- ⇒ **Decisive moment:** “I need to act, now.” Revert to ADD (Run, Hide, Fight) concept.

AVOID

Get out at any cost. Think outside the box. This is your best option for survival in an active shooter event. Break windows; everything is an option.



DENY

- ⇒ **Lock doors.** This buys you time.
- ⇒ **Cut off lights.** Gives the impression that the room is empty.
- ⇒ **Barricade:** Doors opening into the room (toward you), move heavy furniture against the door
- ⇒ **Barricade:** Doors opening away, tie the handle to an anchor point in the room to prevent it from being opened. If you do not have a rope, use a belt, power cord, or anything else you can find.

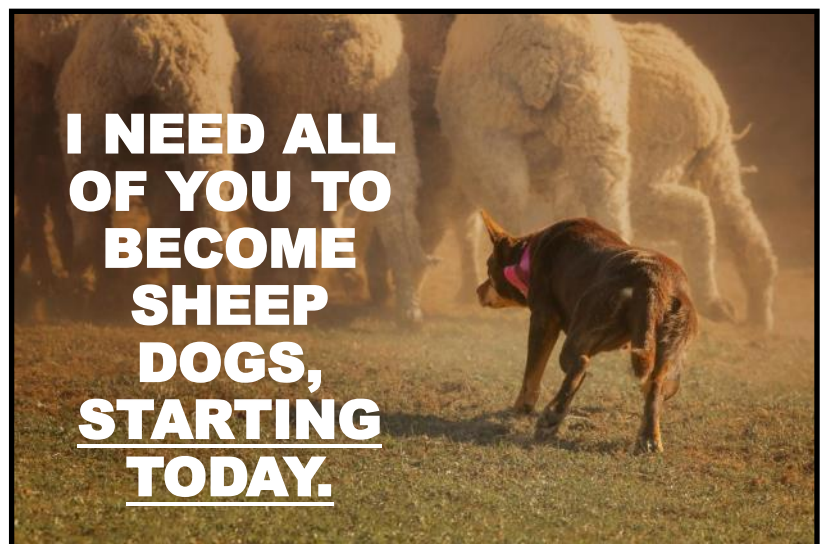
DEFEND

Fight dirty. Be relentless. You are going to live. Period. Use everything you have as a weapon.

- ⇒ 55 percent of all active shooter events end before law enforcement response.
- ⇒ 37 percent of the time, the attacker either kills themselves or leaves the scene prior to LE response.
- ⇒ 18 percent of the time, the victims stop the attack by subduing the attacker.
- ⇒ 45 percent of all active shooter events end when LE arrives.
- ⇒ 15 percent kill themselves or surrender to LE.
- ⇒ 30 percent are killed or stopped by LE.
- ⇒ 96 percent of active shooters are male.
- ⇒ They come from all racial and ethnic groups.
- ⇒ A handgun is used by the suspect in nearly 60 percent of active shooter events.
- ⇒ LE officers are shot 24 percent of the time when they enter an ongoing active shooter event.

LE Response

- ⇒ Once on the scene, we have one initial mission: TO FIND THE SHOOTER(S) AND TERMINATE THE THREAT. WILL GO DIRECTLY TOWARD THE GUNFIRE.
- ⇒ We may have to bypass victims in order to find the threat.
- ⇒ Keep hands visible when LE arrives. ■



2021 Award Ceremony, Congratulations Fredericksburg GDC!

“Laurie went above and beyond the call of duty when we had our most recent touch of COVID... We appreciate her willingness to jump in and wear many hats during this difficult period.”



On Monday December 6, 2021, Fredericksburg GDC held a small ceremony to celebrate its hard-working staff's accomplishments.

“A service award, as a form of recognition, originated during a time period when organizations and society respected elder people in their culture, perhaps more so than is done today. So, a service award lives out an older tradition from a slower time when wisdom, knowledge, and experience may have been honored and esteemed more publicly. This doesn't seem like such a bad tradition, even today: to honor and esteem

experienced employees for their knowledge and continuing contribution.”

By Susan Heathfield,
thebalancecareers.com

The State Awards Program offers awards for every 5 years of service.

Pam Lima and Charlene Caple celebrated 5 years of service and both received a plaque.

“Congratulations on achieving this 5th anniversary with us! We know you have worked hard for this accomplishment and we truly appreciate your dedication.”

Heather Lellock was recognized for 15 years of service and received a plaque.

“We applaud the determination and effort you have demonstrated during your 15 years with the Commonwealth. Loyal and dedicated employees like you are the foundation to any successful office. We look forward to seeing all of the great things we know you will accomplish in the upcoming years!”

Heather also received an award for going “Above and Beyond during 2020-2021.

Stephanie Lussier received recognition for her 35 years of loyal service.

Continued page 9.



Laurie Heflin was recognized for her Strong Work Ethic & Reliability. Congratulations Laurie!



Judge John R. Stevens (Ret.) reviewing award recipients.

Fredericksburg GDC 2021 Award Ceremony Continued



Stephanie Lussier (left) and Heather Lellock (right) received awards for Outstanding Achievement during 2020-2021 Pandemic.

“Heather has proven to be hard working, reliable and versatile over the past 2 years. ..She has done so with flexibility, professionalism and a “Can do” attitude. Thank you for all that you have done and continue to do to keep our operations running smoothly.

“I want to express my personal appreciation for your achievement of this 35-year milestone with the Commonwealth. Loyal and dedicated employees like you are the foundation to any successful office. Thank you for your contribution to our courts success!”

Stephanie also received an award for going “Above and Beyond during 2020-2021.

“Stephanie has been a constant during these past 2 years. She has been on the front lines during some of the most difficult days of the pandemic, to include the protests and when multiple staff were quarantine. She did not hesitate to switch gears and sit in court on a couple days in the criminal division. When half the staff needed to work remotely due to high-risk family needs or with children doing virtual schooling, she reported to work in person to afford us that opportunity. Thank you for your hard work, dedication and dependability.”

together during one of the most stressful and demanding times in our history, cups with “To the Best Quaranteam” were given. These talented, dedicated and hardworking staff are appreciated for all that they have done and continue to do to serve the commonwealth and Fredericksburg community.

One year anniversary pins were given to Claudia Landry, Laurie Heflin, Cori Hailey and Jacquelyn Harris. They also welcomed Nataly Campbell, and Mary Tressa to the team.

Congratulations Fredericksburg GDC for your many accomplishments! ■



As a thank you to all of the staff for coming



TIP! For information on state

awards: Purchasing manual Chapter 9. There is also a form requesting local reimbursement - Page 9-6.

Arlington County JDR

Clerk **Ronikka Larley** welcomes aboard new employees, **Tarnesha Thomas** (September 2021) and **Ashley Dempsey** (October 2021). "You both are doing a great job, I am excited to have you join our team and look forward to many years ahead".

"I would also like to acknowledge the remainder of my staff, as they too are doing an AMAZING job. I am grateful for all the hard work, dedication and professionalism displayed daily. I appreciate the knowledge you continue to pour into the new staff and each other to ensure we are truly moving as a team. Your hard work, dedication, and professionalism could never go unnoticed. I thank you and will continue to make every effort to let you all know that YOU ARE APPRECIATED!" **Welcome and well said Ronikka!**

Brunswick CMB

Clerk **Susan Martin** would like to congratulate Deputy Clerk, **Stephany Edwards** and her husband Chris on the birth of their daughter Magnolia (Maggie) Grace Edwards born on February 21, 2022. Stephany and baby are home doing great, Daddy too! **Congratulations!**

Charles City CMB

Clerk **Barbara Watkins** recognizes **Amy Lyon** for three years of service with the Charles City County Combined District Courts. Congratulations **Amy** and thank you for your positive attitude and energy!

Congratulations Amy!

Chesterfield GDC

Clerk **Linda Moore** has the following announcements for her court.

Retirements:

Judy O'Shields - 31 years of service

Connie Sloan - 21 years

Congratulations-promoted to Supervising Deputy Clerks:

Candi Mahaney - Financial Manager

Wendy Dylong - Traffic/Criminal Supervisor

Welcome-New Hires:

Sandra Goode, Jessie Evans, Jessica Trutna, Mary Cascanette, Beth Clark, Amber Garlitz, Viviana Negron,

Aleksandra Yates

Welcome Back - retired and has returned as a wage:

Debra Patterson

Congratulations -

Terri Tudor - 25 years of service as of March 2022

Carol Adkins - 10 years of service

Carol Smart - 5 years of service

Carla Mills - 20 years of service as of Aug last year

Chesterfield JDR Court:

Clerk Jill Bryant, catching up on office updates since beginning my new role as Clerk of Court on October 25, 2021 and replacing our previously beloved Clerk of Court **Laura Griffin** who is now the new Chief Deputy Clerk of Operations for the United States District Court. Congratulations, Laura! We are so proud of you! The Chesterfield JDR would also like to congratulate the following employees on their promotions: **Carrie Warr**, Chief Deputy Clerk (10/25/21); **Jennifer Goga**, Post-Court Supervisor (11/10/21); and **Catie Craig Dickinson**, Lead Deputy Clerk (2/25/22).

Also, congratulations to **Catie Craig Dickinson** on welcoming her new baby girl, Lauren Olivia, born on

Continued Pg.11



Congratulations to LoLita Davis on her retirement on March 31st after more than 34 years with the Courts.

November 29, 2021. Congratulations to **Carrie Warr** on welcoming her new baby girl, Willow Rain, born on December 26, 2021. And congratulations to **Barbara Warren** on welcoming another grandbaby – a Grandson born on January 26, 2022. Congratulations ladies on the newest additions to your families! I would also like to welcome the following deputy clerks to the Court: **Lindsay Harris, Mary Blake** and **Iyana Russell-Turner**. **Welcome ladies!**

Clarke County GDC

Clerk **Julie G. Aemmer** Congratulates Deputy Clerk **Trisha Gochenour** for the upcoming 3 years with this court on March 25, 2022. Glad to have her as part of the team here in Clarke County General District Court. “We make a good team!” **Congratulations!**

Emporia/Greenville CMB

Clerk **Janell Wilson** Announces the promotion of **Shailon Price** to the Grade 12 Supervisor Deputy Clerk position here at Greenville/Emporia Combined Court. She replaced **Paulette Gary** who retired on February 1, 2022. I would also like to shout out to **Tara Wilson** for 24 years of service and **Melissa Pair** for 13 years of service. **Congratulations!**

Fairfax City GDC

Acting Clerk **Darcie Dunn** sends out a big Congratulations to **LoLita Davis** on her retirement on March 31st after more than 34 years with the Courts. LoLita started her journey with the Courts back in Sept. 1988! She actually started over in Fairfax County in the payments section and moved to the Fairfax City court in Feb. 2001. Considering LoLita has been with the courts for so long,, she is well known with all the City Police officers and had been known to always keep them “in check”.

She’s been an essential part of the City team for over 20 years and her presence will be missed. However, now she’ll get to spend more time with her family, especially with her grandson Bryson.

All of us here at Fairfax City are so happy for her and wish her nothing but the best in her new “adventure!” Congratulations LoLita!!

Fredericksburg GDC

Clerk **Laura Hatch** would like to congratulate **Stephanie Lussier** and **Laurie Heflin** on their promotions as supervisors of their divisions. She

would also like to welcome **Nataly Campbell, Mary Tressa** and **Kasie Hood** to the team! The office would like to wish chief deputy clerk **Heather Lellock** the best of luck in her new position with the Spotsylvania CA’s office, her last day was 3/18/22. She was given an award for Career Excellence for her 17 years of superb and dedicated service to the Commonwealth.

Laura would like to share the following message for her staff, “Congratulations and thank you to my hard-working staff for their dedication and excellence during the pandemic. We have really grown close as a team and I could not do it without you. It has been a pleasure working alongside you as we push through the difficult times and learn lessons and rely on one another along the way. It’s inspirational to see how far we have come and please keep up the great work. I am very proud of you, we do this together!” **Congratulations, welcome, and well said, Laura! See article in this issue, 2021 Award Ceremony, Congratulations Fredericksburg GDC!**

Giles GDC

Clerk **Yvette Pennington** is celebrating 30 years of service on June 1, 2022. She worked at a local bank and the Clerk at that time came through the drive-thru and encouraged her to apply for the Deputy position that was open. “So here I am 30 years later”. Yevette started on June 1, 1992 and became Clerk in 2004. **Congratulations Yvette!**

Giles County JDR

Clerk **Lisa Ray** would like to welcome **Melinda Bishop**, Deputy Clerk to our team. Melinda comes from Radford Combined Court with many years of experience and we are happy to have her. **Welcome Melinda!**

Gloucester, Mathews, & Middlesex JDR

Clerk, **Deanna McKinnon** welcomes two new deputy clerks, **Nicole Flora** and **Betsy Barnett**. Congratulations to **Colleen Skelly**, who celebrated 10 years of service with the court on February 25, 2022. **Welcome and Congratulations!**

Halifax GDC

Clerk **Veresia Wood** would like to welcome **Jean Wilson**, who joined us on February 10, 2022. **Congratulations!**

Hampton GDC

We would like to welcome our newest member, **Arzanae Walker**, who just joined our Traffic and Criminal department in November. She comes to us with years of experience working with the public and we look forward to her employing those wonderful customer service skills here at the Hampton General



Have News to share?!

Don't miss out on the next issue!

E-mail lhatch@vacourts.gov



Roanoke City GDC Valentine's Day bag winners Valorie Williams won for best "above and beyond" and Janice Atwood won for best "original design".

District Court. We would also like to take a moment to recognize **Ms. Jeanne Lineberry** who on March 1st of this year will be celebrating her 40th year anniversary with the Hampton General District Court. Her loyalty and dedication to excellence throughout the years have been a key to our success and we are very proud to have her as a member of the team. Congratulations Jeanne and thank you for everything you do to inspire those around you. **Welcome and Congratulations!**

Hampton JDR

Clerk **Jennifer Wren** would like to share the following announcements. The Hampton J&DR Court would like to welcome its newest employees, **Jennifer Hess** and **Lorenzo Boddie**, to the team. Jennifer has a message for her staff: "I would also like to sincerely thank each staff member for their hard work and dedication during these trying times. It has been a collaborative effort by the entire Clerk's Office staff to stay on top of our workloads while taking on additional tasks and training new hires. I feel blessed to be a part of this team!" **Welcome and well said Jennifer!**

Hanover GDC

Clerk **Cheryl DeVaughn** shares "I have been with Hanover GDC for 17 years, one of the most difficult aspects of managing this Clerk's Office is finding ways to adequately show appreciation for the deputy clerks. They come to work daily knowing they will be given attitude and disrespect from those we are trying to help understand the court process and lead them through the paperwork they are given to be compliant with the court.

You can say thank you all day long, you can celebrate Birthdays and Holidays, but how do you truly express your appreciation for all they do? With that in mind, I want to give a shout-out to celebrate my entire staff for their hard work and perseverance in always keeping a smile no matter what! "

Ellen McGehee, Deputy Clerk-08/1998 Supervisor-2016

Denise Carroll, Deputy Clerk -11/1987 with Hanover since 2002

Sarah Hall, Deputy Clerk-10/2012

Carisa Studer, Deputy Clerk-07/2019

Amy Taylor, Deputy Clerk-03/2019

Brittany Tate, Deputy Clerk-03/2019

Crystal Adams, Deputy Clerk-05/2018 with Hanover since 2021

Jennifer Andersen, Deputy Clerk-07/2021

Tyler Green, Deputy Clerk-10/2021

Christie Hoard, Wage Deputy Clerk-08/2014

We hear you, Cheryl. In this issue, check out the “Let’s Talk about Job Burnout & How to make a positive change.” Article for ideas! Congratulations to your staff!

King William & King & Queen GDC

Clerk **Jill Hall** would like to welcome **Jennifer Johnson** as a Deputy Clerk. Congratulate **Emily Seal** on 7 years with KW/KQ GDC in March. **Welcome and Congratulations!**

Lynchburg GDC

Clerk **Amy Leftwich** is happy to welcome **Lateara Revely** full-time to our staff effective March 10. **Welcome!**

Lynchburg JDR

Clerk **Victoria Baez** congratulates **Deborah Jones** on her retirement after 31 years of service. We wish her the best. Also, I would like to thank my staff for a job well done during these difficult & challenging times dealing with the COVID-19 pandemic.

Congratulations Debra and well said Victoria!

Nelson JDR

Clerk **Heather Stevens** would like to add a welcome her new employee

Deputy Clerk, **Dana Simmons**. Dana started on February 25, 2022. **Welcome!**

New Kent JDR

Clerk **Kelly Wiggins** recognizes **Lisa Miller** for her 50 years of service to the state. She started her career with the York County Commonwealth’s Attorney’s office in 1972, and started in the York County JDR office, in 1989 Lisa is the wage person for our office and we are very lucky to have her and her 50 years of knowledge! She also recognizes **Sandy Hunkele**, deputy clerk, for her service of 4 years in New Kent! Sandy has 22 years with the court system. **Congratulations!**

Petersburg JDR

Clerk **Laura Craig** would like to congratulate **Jan Bryant** for her 10 years of dedicated service to our clerk’s office. Congratulations Jan! Laura would also like to welcome her newest deputy clerk, **Joanne Bell** to her team. **Congratulations and Welcome!**

Prince William GDC

Clerk **Rhonda Daley** would like to congratulate **Kimberly Ryder** and **Diane Bergman** for almost ten years of service and for both being promoted to Supervising Deputy Clerks within their

offices! “Looking forward to what they have in store for GDC!”

She also welcomes and congratulates several new employees to her civil office; **Blanca Isidro, Vibhuti Shah, Arleen Hall, Karen Shipp, and Tonja Landreth!** “We are finally fully staffed....in that office!”

She also has a message for her staff: “Lastly, I would like to extend a big THANK YOU to all of our staff for their hard work and dedication day in and day out! We all know how trying our jobs can be and how much stress we all are under and I just want them all to know how much they are appreciated! Thank you all for all you do!”

Congratulations, welcome, and well said, Rhonda!

Roanoke City GDC

Clerk **Rick Kahl’s** Chief Supervisor prepared the following announcement for their office.

Miranda Basham became a 1st time grandmother on January 1st, a beautiful granddaughter, Layla.

Traffic/Criminal department held a Valentine party, all participants decorated bags. Everyone did a fantastic job. Fun was had by all. We had 2 winners **Valorie Williams** won for best “above and beyond” and **Janice Atwood** won for best “original design”.

Kristi McNeill is celebrating 5 years with the court on March 25. Kristi works in the Civil Division.

Congratulations and sounds like a great time!

Spotsylvania JDR

Clerk **Susan Klingensmith** welcomes **Angela Johnson** and **Nicole Berish** to the Spotsylvania JDR team! She would also like to do a shout-out to two ladies in her office for their years of service. **Theresa Branham** celebrated her one year of service on February 10, 2022. **Alyssa Smith** celebrated her sixth year of service on January 10, 2022. **Welcome and Congratulations!**

Spotsylvania GDC

Supervising Deputy **Wanda Trainham** submits the following announcement.

The Spotsylvania General District Court would like to announce their new Clerk, **Robin Paige Edenton** as of November 10, 2021. Robin took over the Clerk’s position after the retirement of **Kyra Bullock**.

Knowing this task was not an easy one, Robin has stepped up to the position with experience and an eagerness to learn whatever it takes to provide her office with the knowledge needed. We are all pleased



The Spotsylvania General District Court would like to announce their new Clerk, Robin Paige Edenton as of November 10, 2021.

to have her as our new boss.

Not only did she become the new Clerk, but Robin was also handed over all the responsibilities of moving the GENERAL DISTRICT COURT into its long-time awaited new office, which is the renovated old Circuit Court.

On February 1, the old office took its last payment. February 2, 2022, we were up and running in our new space to proceed business as usual, while some of us were still moving files, office supplies, desk items from the old office.

It is very uplifting to see all the new and bright changes this historic Courthouse is starting to have!! We hope everyone is having a great New Year and hope all stay healthy and safe.

Wow Spotsy, you have a lot of great things going on! Congratulations Robin! Great to hear your move was a successful one!

Supreme Court OES Judicial Services Retirements

Elizabeth Howard—District Court Analyst

*“It has been an honor and privilege to serve the courts as a court analyst. Upon reflection, assisting the courts is one of the functions which I will miss the most. Retirement will allow me to concentrate on the most important part of my life, my family. Wishing each of you a prosperous future. Take care, **Elizabeth Howard.**”*

We will certainly miss you Ms. Howard and wish you nothing but the best in your retirement. (Retirement feature on Ms. Howard will be published in the next issue of The Docket).

Cyril W. Miller, Jr., PhD- Director of Judicial Planning.

(See page 4,15 for retirement feature on Mr. Miller)

Tazwell JDR

Clerk **J. Karen Allison**, would like to recognize **Lisa Broyles** and **Alicia Cornwell** for their one-year anniversary as Deputy, Clerks, and **Luzette Williams** celebrating one year anniversary as Wage Employee. All the new Clerks and Deputy Clerks, WELCOME!

“These past years have been difficult as we learn to live with Covid. I want to do a shout-out to all the Commonwealth's Court Staff - JOB WELL DONE! We will persevere and continue to ensure that equal access to justice is given to the residents of the Commonwealth of Virginia. I enjoy working with each one of you and look forward to making the changes required for us to remain professional and proactive. God Bless.” **Welcome, Congratulations and well said Karen!**

Wise/Norton GDC

Clerk **Sherry Bishop** would like to welcome **Beth Hildrebrand** to the Wise/Norton General District Court. Welcome!

Williamsburg/James City County GDC

Clerk **Edwina Millerleile** would like to announce 2 employees who will be celebrating 5 years of service Tara Chadwick and Shannon Cartwright and 1 employee celebrating 10 years of service Jean Hickman. **Congratulations!** ■

The Clerk's Association wishes Cyril Miller a very happy retirement *Continued*



Picture Above: February 2012 issue of *The Docket*. Old friends who gathered in Staunton. Left to right: Donna Nicely, Don Lucido, Brenda Vance, Bobby Lewis, Janice Conway, Anne Lloyd, Brenda Barrett, Sue and Cyril Miller, and Larry Davidson.

Picture Left: Autumn 2018 issue of *The Docket*. On August 18th a group of retired OES employees, retired clerks and others gathered at the Hotel Roanoke for a time of remembrance and fun! Put together by Janice Conway, formerly of DJS, this event was well attended and provided a time of fellowship for so many who have had a long career with the Commonwealth of Virginia.

Lasting Impression. Towards the end of the day, Cyril confessed the calculators on his desk were just for show and audible sighs of relieve came over the crowd. I recall that specific class in full detail, even though it was a number of years ago all signs of an exemplary instructor. I don't think I would have remembered half as much without that little calculator stunt. It definitely made an impression.

Feeling Valued. The Clerk's Association has called upon Dr. Miller or the Department of Judicial Planning for statistical information, to teach a class at a conference, or assist with a variety of issues over the years. We always maintained a wonderful working relationship and felt we were of the highest priority. It really means so much to feel valued and supported. We can say, without a doubt, Cyril was always in our corner and has supported all of the clerk's over the years. We are forever grateful.

Many association members also serve on the Staffing Model Workgroup and have enjoyed doing so for a number of years. The dynamics are different in a workgroup and the opportunity brings together many new working relationships. We value being able to connect to others in new ways and take pride in being apart of "the bigger picture".

Continuing Education. Dr. Miller was also an active member of the Institute for Court Management faculty.

The ICM Certified Court Management and Certified Court Executive Classes introduced us to Virginia Court's Mission and Visions. High performance framework and CourTools were concepts that Cyril and the ICM faculty grounded all of the participants activities in.

He taught us to bring these concepts back to our offices for integration into our daily processes. These foreign concepts then became accessible to us as he continued to work the vocabulary into his materials so that it became normal and easy to understand. These courses empowered our Judiciary and brought magistrates, clerks, deputy clerks, and OES staff together in new ways. We worked in teams and developed relationships with individuals we never would have otherwise met. Cyril challenged our thinking and stated one day we could be called upon to work as a focus group or project in the future. I thought that was so wonderful so that the learning didn't end when the class was over. It was actually the beginning.

Congratulations! On behalf of the Clerk's Association I would like to thank Dr. Cyril Miller for all of the support, kindness and comradery he has shown to our hard working clerks over the years. We will all sincerely miss you and wish you nothing but the best in your retirement. Congratulations! Please stay in touch and enjoy life to the fullest. ■



Let's talk about Job Burnout & How to use it to make positive change

“Americans are burned out after two years of COVID-19’ surges and dips upending life as we know it. Front-line workers experience this burnout one way. Remote workers feel it another. It hits everyone differently.”

*Yasmin Anwar,
Media relations
Berkeley News.*

We are exhausted...

The pandemic has changed our lives forever personally and professionally and we are in a word, exhausted. So where do we go from here? Is there any hope? Yes. Of course, but we have to make some changes.

First acknowledge the issue at hand. It is normal to feel overwhelmed. It is normal to feel alone, isolated and even embar-

assed about the mentally taxing stresses in our lives. We need to make it apart of our work culture to acknowledge this and reassure our staff that it is ok to feel this way and that they are not alone, management is feeling it too. Together we can work together to make a much more healthy work environment.

The scholars and leadership at Berkeley Universi-

ty have shared their experience with the students and staff and discuss possible solutions in their campus conversations edition Burnout: What we're feeling and how to use it to make positive change.

In this issue they discuss the many outside influences that are effecting us as a people, and how creating a safe space where these issues can

Link to Campus Conversations: https://youtu.be/V_dyXupK0s4



Burnout: What we're feeling and how to use it to make positive change.

By Yasmin Anwar, Media Relations
FEBRUARY 16, 2022

Panelists: Christina Maslach, a Berkeley professor emerita of psychology and a leading expert on burnout. Dacher Keltner, a professor of psychology and founding director of Berkeley's Greater Good Science Center; and Peter Cornish, Berkeley's director of Counseling and Psychological Services.



Tuesday's edition of Campus Conversations discussed mental health and well-being two years into the COVID-19 pandemic. (UC Berkeley video)



Let's talk about job burnout & how to use it to make positive change *continued.*

be discussed between management and employee. This can open communications to solicit solutions from staff that work reciprocally between staff and the company .

Click https://youtu.be/V_dyXupK0s4

Some solutions could be to develop more team-building opportunities, Examples: go to a child's baseball game, have a company picnic or other fun activity away from the pressures of the office. These activities build relationships that develop trust that are essential for working as a strong team in the office. Find ways to laugh, establish wellness programs, incentives and make it a priority to find time to get outdoors to enjoy beautiful weather.

If you have a sister court that you would like to get to know better (example GDC and JDR or a neighboring court) give them a call and set up a team-building event together! Pot lucks are always a favorite.



In January 2021, the National Center for State Courts (NCSC) released **Addressing the Mental Health and Well-Being of Judges and Court Employees**, developed in collaboration with the

National Judicial Task Force to Examine State Courts' Response to Mental Illness. The information focuses on both general resources and provides state-specific initiatives, such as **Colorado's Task Force on Judicial Well-Being** and the **Florida Judicial Wellness Program.**

Please click on the link below for the full article. **Addressing the Mental Health and Well-being of Judges and Court Employees-Final.pdf** (ncsc.org)

The Helpful Tips and Best Practices included in this article:

Promoting mental health and building overall organizational health can be facilitated through several practices.

- **Be authentic. Leadership, no matter what your position, is more important now than ever before. Acknowledge that it is okay to not be okay. Ask your colleagues and employees how they are doing and how you can best support them.**
- **Get to know your Employee Assistance Program (EAP), Lawyer Assistance Program (LAP), and other well-being resources already available so you can communicate effectively about available resources and connect others with them.**

- **Designate a leadership team to examine the One Mind At Work resources.**

One Mind at Work – TRANSFORMING ON A GLOBAL SCALE IS WITHIN REACH

EAP: Employee Assistance (virginia.gov)

All health plans offered to state employees and their dependents have employee assistance programs (EAPs). Included are up to four sessions at no charge for such services as mental health, alcohol or drug abuse assessment, child or elder care, grief counseling and legal or financial services. EAP counselors are available to assist employees .

Work Life Balance (virginia.gov)

- Education assistance
- Alternative Work Schedules
- Public Service Student Loan Forgiveness

“The need to address workplace mental health has never been more important as the levels of anxiety, depression, Post Traumatic Stress and other mental health conditions are dramatically impacted by the continuing stress, uncertainty and economic impacts of the COVID-19 pandemic.”

*Garen Staglin,
Chairman, One Mind*

Additional Resources:
National Suicide Prevention Hotline:
1-800-273-8255
You are not alone.

**COVA Care and COVA HDHP
Member Services**
1-855-223-9277

COVA Health Aware
1.888-238-6232

Contact your Association Regional Representative if we can be of further assistance. ■





Thank you to our Association volunteers!

thank you

60th
ANNIVERSARY
2022

Association turns 60!

Congratulations!

Clerks' Association Mission

Serving Virginia's District Courts since 1962.

Committee Chairs

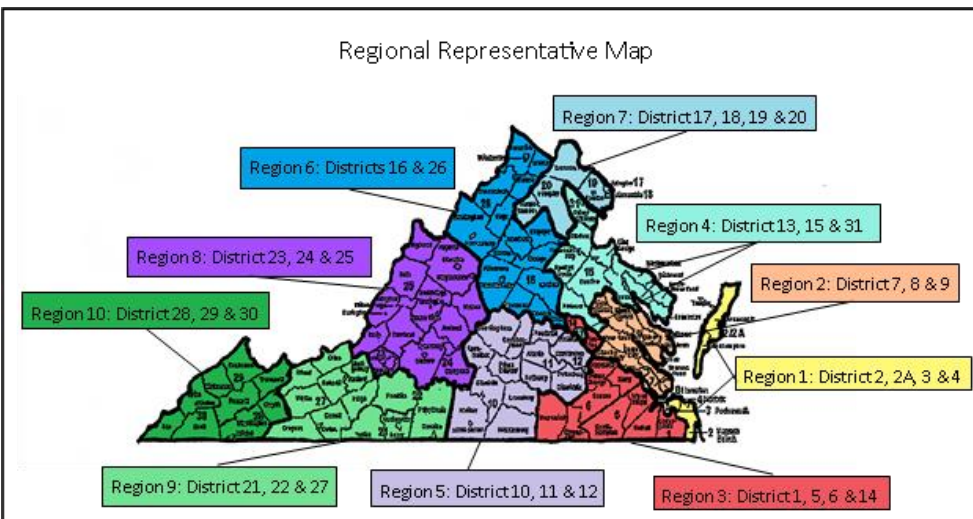
Budget & Finance
CATS Manual

Historian
Legislative
Membership
Mentorship
Nominating
Parliamentarian
Programs
Publications
Resolutions
Special Issues
Technology
Ways & Means

Amy Burnham & Terri Rea
Laura Hatch & Barbara Shaw
Heather Stevens
Pamela Jarvis & Barbara Shaw
Kimberly McKittrick
Terri Rea
Rick Kahl
Christina Davis
Lindsey Short & Lauren Jones
Laura Hatch
Vickie King
Amy Burnham & Terri Rea
Laura Hatch & Vikki King
Lauren Jones

- ◆ To foster a closer relationship among the district courts of Virginia
- ◆ To improve proficiency and professionalism of court personnel
- ◆ To promote uniformity of procedure
- ◆ To recommend improved techniques and procedures to more efficiently perform the duties of the Clerk's Office
- ◆ To provide educational and training opportunities for all district court employees
- ◆ To foster cooperation and understanding between court personnel, judges, the legal community, and others involved with or interested in courts.

Regional Representative Map



Regional Representatives

- | | |
|-----------|---------------------|
| Region 1 | Courtney Payne |
| Region 2 | Kelly Wiggins |
| Region 3 | Shannon Meadowcroft |
| Region 4 | Julie Dobson |
| Region 5 | Linda Moore |
| Region 6 | Shanna Henry |
| Region 7 | Vacancy |
| Region 8 | Ginger Webb |
| Region 9 | Nikki King |
| Region 10 | J. Karen Allison |

WE NEED YOUR HELP

For News and Current Events, please see our website. If you have interest in joining any of our committees, please contact your Regional Representative! Our organization is entirely volunteer-led and requires the participation of any district court employee! Please consider lending your time to your Association!



Please visit our webpage at www.vadistrictclerks.com