

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

May 16, 2018, at Noon

Attendees:

Chief Magistrate Judge C.J. Williams, Jeana Goosmann, chair, Fran Haas, John Gray (via phone), Rich Murphy (via phone), Mark Roberts, Tim Hill (via phone), Zachery Hindman, Robert Phelps, Paul De Young, Andrea Freeman

1. Introductions were made

2. Motion to approve March minutes

The March 5, 2018 meeting minutes were approved.

3. Feedback on CLE with Judge Williams and Judge Mahoney (April 5, 2018)

Jeana Goosmann noted 25 people attended in Sioux City, and 49 people attended in Cedar Rapids. Jeana stated there was positive feedback and encouragement to continue having similar CLE events. Tim Hill also stated the Cedar Rapids event was well attended, the content was timely, and the social was a nice touch. Zach Hindman added that everyone in Sioux City was very positive and thought it was a good experience. Jeana asked how many attended the social in Cedar Rapids, and Judge Williams opined it was a good majority of people.

4. Eighth Circuit Judicial Conference (August 15-18, 2018 in Des Moines)

Jeana asked who from the Federal Practice Committee (FPC) will be attending the conference. Judge Williams, Mark Roberts, Fran Haas, and Tim confirmed they will be attending. Jeana advised everyone to continue spreading the word about the conference.

5. New district judge and magistrate judge in Cedar Rapids

Judge Williams advised there are 782 items in the Senate that need to be voted on, and he is 26th in line for judicial nominations. Judge Williams hopes for a confirmation before the August recess.

The FPC congratulated Mark Roberts on being selected as the new magistrate judge. Jeana reminded the committee that an attorney spot will open up in the FPC once Mark assumes his role as magistrate judge.

6. Other business

Tim Hill discussed the federal practice track at the Iowa State Bar Association (ISBA) meeting on June 18, 2018. Tim stated that Mark and Judge Williams will attend. Judge Williams will be joined by Judge Bremer to provide a magistrate update and he will discuss direct civil assignments to magistrate judges in NDIA. I.T. employees from the northern and southern districts will present with Judge Jackson and two attorneys on the second track. The second track covers the use of technology in the courtrooms. The final track covers Federal I.P. Law. Tim also said there will be an ISBA Federal

Practice Committee meeting. Judge Williams said he will introduce Mark at the meeting. Tim said he will be in touch with Judge Williams and Mark next week.

Jeana noted there is a Federal Public Defenders CLE event scheduled on June 8, 2018.

Rob Phelps mentioned three ideas to consider for the next meeting agenda. The first idea is to discuss opportunities that will allow experienced attorneys to reach out to new attorneys. The second idea is to discuss marketing ideas that will encourage people to utilize the new administrative order on direct assignments of civil cases to magistrate judges. Judge Williams said he will bring up the new administrative order at the ISBA meeting in June. The third idea is to find ways to get less experienced (i.e. younger) attorneys interested in becoming a part of the CJA panel within the next two to five years. Judge Williams offered to contact Mike Lahammer to present on the CJA panel at a potential CLE event. Fran suggested contacting the County Bar Associations to reach more attorneys. Judge Williams suggested providing the same opportunities in Sioux City since most CJA panel attorneys travel from Omaha, Nebraska. Jeana recently attended an American Bar Association meeting and said she will pull ideas from that meeting to include on the next meeting agenda.

7. Next meeting
August TBD

Jeana reminded the committee that there will need to be a new chair appointed in August, and suggested an in-person meeting at the Eighth Circuit Judicial Conference in Des Moines. Rob said he will check the availability of the court and provide the committee with dates, as well as, request suggestions for new members and suggest an in-person FPC annual meeting.

Meeting Adjourned 12:24 PM

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

March 5, 2018, at Noon

Attendees:

Chief Magistrate Judge C.J. Williams, Jeana Goosmann, chair, John Gray (via phone), Stu Cochrane (via phone), Mark Roberts (via phone), Tim Hill, Zachery Hindman, Robert Phelps, Andrea Freeman

1. Introductions were made

2. Motion to approve December minutes

The December 20, 2017 meeting minutes were approved.

3. CLE with Judge Williams and Judge Mahoney (April 5, 2018 in Cedar Rapids and Sioux City)

Jeana Goosmann confirmed the CLE will be held on April 5, 2018 at 4:00 p.m. at the Cedar Rapids and Sioux City courthouses with receptions to follow. Jeana stated the final edits to the invitation will be made in a couple of days. Judge Williams confirmed he will cover the history and tradition of magistrate judges in the Northern District of Iowa, and Judge Mahoney will cover the law, specifically the jurisdiction and order of magistrate judges. Judge Williams stated there will be a PowerPoint presentation, and he will present his topics in Cedar Rapids and Judge Mahoney will present her topics in Sioux City. Judge Williams confirmed he will work with Judge Mahoney to create one program.

Rob Phelps confirmed with Andrea Freeman that the Jury Assembly Room is reserved in Cedar Rapids and Courtroom 1 is reserved in Sioux City for the presentations.

Tim Hill reconfirmed the CLE is scheduled from 4:00 p.m. to 5:00 p.m. with receptions to follow from 5:00 p.m. to 6:00 p.m. Tim stated the Cedar Rapids reception will be held at Black Sheep. Jeana stated the invitation to the CLE has an RSVP directed to her assistant. Tim requested a breakdown of the number of responses for Cedar Rapids so he can provide Black Sheep with an estimated count for the reception.

Tim volunteered to introduce Judge Williams at the CLE in Cedar Rapids, and Zach Hindman agreed to introduce Judge Mahoney at the CLE in Sioux City. Jeana stated Zach is the social chair for the reception at Bodega in Sioux City. Jeana confirmed she will update the flyer for the receptions to include Black Sheep and send the draft to Rob.

Jeana provided insight into a CLE survey from 2015 that showed majority of people wanted to hear from the judges at a CLE event. Tim suggested the CLE would provide an opportunity to draw a connection to the Historical Society, and would mention the event at the next Historical Society meeting on Wednesday, March 7, 2018. Judge Williams suggested Tim make a pitch about the

Historical Society to the CLE attendees and circulate flyers used at the circuit conferences to draw more members.

4. Eighth Circuit Judicial Conference (August 15-18, 2018 in Des Moines)

Jeana asked if there was a flyer available with information for the conference. Rob confirmed there is not a flyer, but the Eighth Circuit and the Northern District of Iowa have information on their website. Jeana suggested an announcement about the conference be made at the CLE. Tim agreed to make the announcement.

5. New district judge and magistrate judge in Cedar Rapids

Judge Williams confirmed the President has nominated him for the district judge position and the Senate confirmation hearing is tentatively set for March 21, 2018. Judge Williams also stated a committee has been formed for the selection process of a new magistrate judge. Rob confirmed the deadline for applications is Monday, March 12, 2018. Judge Williams asked about the interview process, and Jeana, chair of the selection panel, stated March 12, 2018 is scheduled for a telephonic meeting with the selection panel to get the process started. March 30, 2018 and April 9-11, 2018 is tentatively scheduled for interviews. Jeana also stated Rob had already sent out booklets on the rules to the selection panel.

6. Other business

Tim requested Jeana send him the results from the 2015 CLE Survey. Tim advised he is in charge of putting together a federal practice track for the next Iowa State Bar Association (ISBA) meeting scheduled on June 18, 2018, and was looking for any suggestions for speakers and presentation topics. Jeana confirmed she would send Tim the results, and mentioned that technology in the courtroom was the next topic that was most requested in the CLE survey. Jeana stated survey responses included references to a CLE in 2012 on how to use courtroom technology and available software options that makes it easier to present in the courtroom. Jeana suggested another topic would be to gain knowledge on what Iowa lawyers are using to manage e-discovery.

Tim asked if there was any other federal court business to discuss. Judge Williams stated the Northern District of Iowa might have a new magistrate judge candidate identified by May. Judge Williams said he will sit down with Judge Strand to review potential changes in procedures, practices and philosophy, but does not anticipate any major changes. Judge Williams also suggested introducing new judges and any changes to procedures, practices and philosophy at the next ISBA meeting in June. Tim requested Judge Williams save the PowerPoint from the CLE so it can be used at the ISBA meeting.

7. Next meeting

Wednesday, May 16, 2018, at Noon

Meeting Adjourned 12:27 PM

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

December 20, 2017, at Noon

Attendees:

Chief Magistrate Judge C.J. Williams, Jeana Goosmann (via phone), chair, Frances Haas (via phone), Timothy Hill (via phone), Rich Murphy (via phone), Stu Cochrane (via phone), Pat Parry (via phone), Zachery Hindman (via phone), Robert Phelps, Paul DeYoung, Andrea Freeman

1. Introductions were made

2. Motion to approve September minutes

The September 14, 2017 meeting minutes were approved.

3. Current member terms

Rich Murphy disbursed the current member schedule to committee members. Jeana Goosmann made a motion to approve the slate and all in attendance approved the motion.

MEMBER	INITIAL APPOINTMENT	TERM ENDED	ADDITIONAL TERM	TERM ENDED
Jeana Goosmann	September 1, 2013	September 1, 2016	Two years	September 1, 2018
Mark Roberts	September 1, 2013	September 1, 2016	Two years	September 1, 2018
Fran Haas	September 1, 2013	September 1, 2016	Three years	September 1, 2019
John Gray	September 1, 2013	September 1, 2016	Three years	September 1, 2019
Rich Murphy	September 1, 2013	September 1, 2016	Three years	September 1, 2019
Tim Hill	September 1, 2016	September 1, 2019	One year	September 1, 2020
Stu Cochrane	September 1, 2016	September 1, 2019	One year	September 1, 2020
Zachery Hindman	September 1, 2017	September 1, 2020	Three years	September 1, 2023
Pat Parry	September 1, 2017	September 1, 2020	Three years	September 1, 2023

4. New members

Rob Phelps confirmed no new members.

5. Next CLE

Jeana advised she had not circulated topics since the last meeting. Fran Haas stated the Federal Practice Seminar on December 15, 2017 was well attended. Tim Hill was on a gender bias panel at the event. Judge Reade was the luncheon speaker. Jeana asked if there were any topics from the event that the Federal Practice Committee could follow up on. Tim suggested following up on the gender bias panel.

Tim suggested an opportunity in late winter or early spring to review rules on Magistrate Judges with the possibility of involving the Historical Society to help present the history of Magistrate Judges. Judge Williams stated he would be happy to help and present. Rob advised there is a case assignment administrative order, as well as, an administrative order on assignment of civil cases to

Magistrate Judges. Both orders are scheduled to be disbursed in January 2018. Judge Williams suggested Judge Mahoney as another presenter on this topic. Tim offered to assist and suggested a social event after the presentations. Jeana recommended having a social event in both Cedar Rapids and Sioux City after the presentations. Jeana confirmed with Judge Williams that April 5, 2018 would work best for the event, and Judge Williams said he will follow up with Judge Mahoney to confirm the date. Rich offered to help with the CLE as well.

6. NDIA Committee role in Eighth Circuit Judicial Conference (August 15-18, 2018 in Des Moines)

Fran and Rob confirmed the NDIA FCP will not need to assist with the conference. Rob stated the Historical Society will have a display at the conference, and Rob will ask the Historical Society if they need help with the display at their next meeting.

7. Status new local rules

Rob stated administrative orders are scheduled to come out in January 2018. Procedures regarding Magistrate Judges presiding over civil cases are set out in the order. Rob also stated there will be an administrative order for new case assignment procedures. Rob will send an e-blast to the federal bar alerting everyone on the new administrative orders.

8. Next meeting

Monday, March 5, 2018, at Noon

Meeting Adjourned 12:30 PM

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

September 14, 2017, at Noon

Attendees:

Chief Judge Leonard T. Strand, Judge Linda R. Reade, Chief Magistrate Judge C.J. Williams, Jeana Goosmann, chair, Frances Haas, Timothy Hill, Rich Murphy, Stu Cochrane (via phone), Pat Parry, Zachery Hindman, Robert Phelps, Andrea Freeman

1. Introductions were made

2. Motion to approve May minutes

The May 10, 2017 meeting minutes were approved.

3. Committee membership

Chief Judge Strand requested additional suggestions for new members.

4. 2018 Eighth Circuit Judicial Conference (August 15-17, 2018 in Des Moines)

Jeana Goosmann reminded the committee that the Eighth Circuit Judicial Conference would be in Des Moines Iowa on August 15-17, 2018. Fran Haas said Judge Colloton is taking the lead on planning. Robert Phelps contacted the Clerk's Office of IASD to offer assistance.

5. Local rules check-in

Jeana Goosman mentioned that she saw a note in a pleading about local rules certification. Judge Reade and Chief Judge Strand said it is not a requirement in our district.

Tim Hill and Chief Judge Strand discussed Judge Bennett's idea regarding giving younger or less experienced attorneys who write briefs the opportunity for oral argument if granted by the judge. Chief Judge Strand advised it will not be a local rule but may be included in orders. Judge Reade said Judge Bennett's language is a good goal.

6. Issues, topics, and advice from the court

Magistrate judge issue: getting more civil cases to magistrate judges

Chief Judge Strand discussed districts directly assigning civil cases to magistrate judges. Chief Judge Strand said all judges are in favor of consent cases. Chief Magistrate Judge Williams agreed to put an administrative order together and present it to the committee for consideration.

Judge Reade going senior status October 1, 2017

Chief Magistrate Judge Williams advised that the committee interviewing for an Article III judge would reconvene on October 2, 2017 to discuss second round interviews or make a recommendation to Senator Grassley. Judge Williams said 21 individuals applied for the position,

and 17 applicants were chosen for interviews. Judge Reade said the process of hiring a new Article III judge is extremely slow and expects a decision after the first of the year.

Administrative orders

Two new administrative orders were discussed regarding security in the courthouse. One order involved electronic devices, and the other, weapons. Judge Reade said the Cedar Rapids Facility Security Committee discussed a new process to be used at the security station. Drinks must have a secure lid in order to pass through the equipment, and the IAND will impose screening where all visitors must remove their shoes.

Naming of Cedar Rapids Courthouse

Rich Murphy suggested naming the Cedar Rapids courthouse for Judge McManus. Judge Reade said Congress decides on names of courthouses, and the judges decided to stay out of it due to the politics. Judge Reade and Chief Judge Strand suggested Senator Harkin or Senator Grassley may be potential names.

Judge Vietor Memorial Ceremony (Friday, September 22, 2017 at 2:00 PM in Des Moines)

Frances Haas reminded the committee of this event.

Iowa State Bar Association 2017 Federal Practice Seminar (Friday, December 15, 2017 in Des Moines)

Frances Haas informed the committee of this event, and said Judge Reade will be the lunch presenter.

CLE

Timothy Hill mentioned doing CLE every six months. Jeana Goosman advised she would send a topic to speak on over email.

7. Other business

Members brought up no new business.

8. Next meeting

November 9, 2017, at Noon

Meeting Adjourned 12:42 PM

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

May 10, 2017, at 10:00

Attendees:

Jeana Goosmann (via phone), Tim Hill (via phone), Rich Murphy (via phone), Fran Haas (via phone), Mark Roberts (via phone), Robert Phelps, Laura Harberts

1. Introductions were made

2. Motion to approve February minutes

The February meeting minutes were approved.

3. 2018 Eighth Circuit Judicial Conference

Jeana Goosmann reminded the committee that the Eighth Circuit Judicial Conference would be held in Des Moines Iowa in 2018. Robert Phelps stated he has spoken with John Courter and offered assistance with anything they would need. At this time, they have not done a lot to prepare for this conference. Mark Roberts said Judge Reade appointed him to attend the planning committee meeting for last conference, but he was unable to attend at that time. Robert Phelps said he would talk to Chief Judge Strand to see if he has discussed the 2018 conference with Chief Judge Jarvey and inquire about appointing someone from the Northern District of Iowa Federal Practice Committee.

4. Committee Membership

Mark Roberts shared a chart with current committee member's terms and a suggested division so that approximately 1/3 of the members would retire from the committee every year. Everyone was in agreeance they are happy to stay on as long as needed to help the committee and any suggested rotation schedule will be fine. It was also noted the committee is in need of two more members to make the rotation smooth. Robert Phelps suggested members could send him a list of names you have in mind that would make good candidates for potential membership on the committee. Robert Phelps will also talk to Chief Judge Strand to see if judge has any names, and share any suggestions with the court. Once the list is compiled, we can collaborate again at the next meeting and propose those names as well as the chart to Chief Judge Strand for approval.

5. New Local Rules adopted May 1, 2017 for both NDIA and SDIA

The committee was reminded that the New Local Rules were adopted May 1, 2017

6. New Electric Case Filing Procedures Manual adopted May 1, 2017

The committee was reminded that along with the new local rules, a New Electric Case Filing Procedures Manual was also adopted on May 1, 2017.

7. Several new administrative orders for 2017

Robert Phelps pointed out the Admin Order 17-0005-P was corrected to remove “under seal” from the text of the order. The corrected order has been posted on the NDIA’s website and should be on the SDIA’s website today. There are several other administrative orders recently posted for 2017

8. Judge Linda Reade announced she would assume Senior Judge status as of October 1, 2017

Robert Phelps confirmed that Judge Linda Reade has sent her letter to the president to assume Senior Judge status. Robert Phelps opined that Senator Grassley, might be able to get something in the works to get a new judge in the NDIA. We hope to hear more about the process this summer.

Rich Murphy asked if there were any plans for a ceremony for Judge Reade taking senior status. Robert Phelps stated there is nothing currently scheduled. Everyone agreed the committee would be happy to help plan or organize the event. Fran Haas suggested they Historical Society Committee could help as well. Robert Phelps will discuss with Chief Judge Strand and let him know the two committees would be willing to help.

9. Other Business

Members brought up no new business.

Meeting Adjourned 10:20 am

FEDERAL PRACTICE COMMITTEE
United States District Court, Northern District of Iowa
Meeting Minutes

February 27, 2017, at 12:00 noon

Attendees:

Jeana Goosmann (via phone), Tim Hill (via phone), Stuart Cochrane (via phone), John Gray (via phone), Rich Murphy (via phone), Chief Magistrate Judge C.J. Williams, Robert Phelps, Laura Harberts.

1. Introductions were made

2. Motion to approve December minutes

It was agreed to approve December meeting minutes.

3. Local Rule Changes –Chief Magistrate Judge Williams

The CLE on the changes to the local rules will be held on April 11th at 1:00pm. Chief Magistrate Judge C.J. Williams will talk for approximately one hour discussing the changes. Judge Adams has a conflict and will not be able to attend the meeting. The main site will be Cedar Rapids, with Sioux City, Des Moines and Davenport able to video in to learn about the changes.

Chief Magistrate Judge Williams will prepare an agenda and give to Robert Phelps. Jeana will prepare a flyer for an e-blast as a marketing tool to promote the meeting. Robert Phelps will apply for federal and state CLE credit.

Tim Hill asked when the local rules will take effect. Chief Magistrate Judge Williams stated they are currently at the 8th Circuit for approval. There is a question on one of the rules that will be discussed Thursday. Once approved by the 8th Circuit they will go into effect. CMJ Williams believes this will happen before the April 11th CLE.

4. Committee Membership

John Gray stated there are currently no updates to the Committee Membership. This will be discussed on the next agenda.

5. Next Meeting

Jeana suggested the next meeting be set for late April/Early May. She stated that can be finalized via e-mail.

6. Other Business

Jeana asked if there was any other business to discuss. There was no other business brought up by the members.

Meeting Adjourned 12:10 pm