

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

May 6, 2020 at 12:00 PM

Meeting was held via phone conference due to COVID-19 Virus.

Attendees:

Jeana Goosmann, chair, Judge Williams, Judge Roberts, Tim Hill, Justin Lightfoot, Pat Parry, Stu Cochrane, Robert Phelps and Paul DeYoung.

1. Motion to approve February 5, 2020 minutes

The February 5, 2020 meeting minutes were approved.

2. POWER ACT presentation by Northern District of Iowa, June 24, 2020 at ISBA Annual Meeting

The CLE Director reached out to see if the Northern District could put a webinar presentation together for the month of August or September due to the COVID-19 Virus.

Jeana Goosmann mentioned Judge Mahoney offered to present.

Paul DeYoung explained he reached out to Bren Howard from Iowa Legal Aid to get her on board to help coordinate. Bren is the new manager of the Volunteer Lawyers Project. Paul was made aware of the requirement to have tribal representation on a bi-annual basis. Paul has been trying to contact a representative from Iowa Legal Aid or one of the tribes but has not been successful. Paul mentioned Chad Freese as a contact from tribal court. Paul has been working with Judge Mahoney to contact a victim coordinator or tribal judge.

Jeana offered to connect Paul with Tribal Judge Maurice Johnson. Justin Lightfoot also shared Lisa Williams as a contact.

3. CLE – Possible NDIA CLE on Thursday, May 21, 2020 at 4:00 PM

Jeana asked Committee members for input on postponing the NDIA CLE due to COVID-19 restrictions.

Committee members discussed options on holding the CLE and allowing time for advertising. One of the recommendations was to plan the event for September.

Tim Hill reminded Committee members there is a co-presentation with the Federal Practice Committee and Historical Society for the release of the History Book, also scheduled for September. Tim raised the question of which event was more pressing.

Judge Williams said he has is not aware of the History Book being published and it may be postponed due to the virus. Publication may not occur until late fall to 2021. Judge Williams suggested moving forward with the CLE in September and mentioned scheduling the courtrooms in a way to help allow for social distancing.

Rob Phelps reached out to Hilary prior to the meeting, requesting a status update on the History Book. The History Book will probably go to publisher in July.

Tim asked for input on focusing the presentation on best practices in front of court considering social distancing requirements. Tim suggested working with the Northern District's IT staff on the most effective way to run hearings with currently software capabilities.

Judge Williams provided the following information on hearings: civil cases are all done telephonically, and civil trials have been continued with the goal of trying cases beginning June 1. Northern District is currently developing ways for hearings to occur remotely. The CARES Act permits flexibility for hearings. Sentencing and revocation hearings are primarily done live. Lawyers are appearing remotely with defendant consent. The witness box has been moved to provide distance from the court reporter.

Judge Williams added to Tim's recommendation, the CLE presentation is a remote learning opportunity to promote how we conduct jury trials. It would also be an opportunity to allow input on improvements to currently procedures. Judge Williams posed the question of putting together a CLE presentation for the third week of May using a platform such as Zoom and making the plan available to participants in advance to allow input and recommendations.

Rob offered to host at the Cedar Rapids Federal Courthouse. Rob said he would follow up with IT staff to see what platform would work best to host. Rob will also put together a draft agenda and announcement for the webinar and send out to Committee members for review.

Judge Williams suggested holding the CLE event on May 21 at 4:00 p.m., as originally scheduled, to allow time to review the input, recommendations and potential implementation of new ideas before the jury trials open on June 1.

Rob said the draft plans could be emailed out to the entire bar.

Judge Roberts suggested adding to the presentation to ask for input on how the civil attorneys are using technology to overcome obstacles with the COVID-19 Virus.

Judge Williams gave the example of attorneys and prisoners using technology to review discovery, and Judge Williams and Judge Roberts offered to co-present.

4. Other Discussion

None

- 5. Next meeting pending confirmation of Judicial Conference schedule**
Wednesday, August 5, 2020 at 12:00 PM.

Meeting Adjourned 12:45 PM.

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

February 5, 2020 at 12:00 PM

Attendees:

Judge Williams, Judge Roberts, Tim Hill, Justin Lightfoot, Ethan Olson, Judge Mahoney (via phone), Jeana Goosmann, chair (via phone), Paul Gamez (via phone), Pat Parry (via phone), Stu Cochrane (via phone), and Robert Phelps.

1. Welcome/Introduction

Jeana and the committee welcomed new member Ethan Olson, who introduced himself to other members.

Ethan Olson is an attorney with Nyemaster Goode in Cedar Rapids practicing primarily in employment defense.

2. Motion to approve November 6, 2019 minutes

The November 6, 2019 meeting minutes were approved.

3. POWER ACT presentation by Northern District of Iowa, June 24, 2020 at ISBA Annual Meeting

Tim provided an overview of the POWER Act presentation at the 2019 ISBA Annual Meeting as follows: Southern District coordinated the 2019 presentation. Judge Bremer and a representative from Iowa Legal Aid / the Iowa Volunteer Lawyers Project presented on the need for lawyers to provide pro bono services, how to get involved and ethical appearances.

Rob and Tim explained the Northern District is responsible for coordinating a POWER Act presentation at the 2020 ISBA Annual Meeting. This presentation is tentatively scheduled for June 24, 2020 at 11:00 AM, for one hour, at the Meadows Events & Conference Center in Altoona, Iowa.

Tim attended the 2019 presentation and said that after a brief overview by Judge Bremer, a representative from the Volunteers Lawyer Project handled the bulk of the presentation. Rob offered to contact Ms. Norberg to see if she is available to present again in 2020.

Judge Mahoney volunteered to lead the presentation. Judge Williams said it may work with his schedule to participate. Tim and Jeana offered to assist with coordination of the event.

4. Membership

Rob explained Justin and Ethan are the newest members. Katherine Hayden was also added but stepped down due to family commitments. Judge Strand is working on finding a replacement for Katherine.

Rob said he would reach out to current committee members if he needed assistance in finding additional members.

5. CLE – Possible NDIA CLE in April 2020

Tim announced a potential title for the presentation: “Legal, Ethical and Practical Considerations in Dealing with Difficult Clients and Counsel, Civil and Criminal.”

Tim provided an overview of the event format as follows:

The presentation will focus on ethical considerations, local rules and legal authority regarding applicable rules and NDIA expectations.

- Civil presentation
10 – 15 minutes in length
Fran Haas will lead
- Criminal presentation
10-15 minutes in length
Jeana has a call in to Forde Fairchild
Judges Roberts and Mahoney have provided names to Tim including Pat Parry
- Panel discussion
20 minutes in length
Panel of 3 to 5
Judge Roberts and Fran Haas have volunteered as Panel members, as has Pat Parry;
John Gray has been asked to serve on this Panel as well
Judge Williams suggested adding a criminal defense attorney to panel for discussion on clients/victims
Put together 3 to 4 scenarios to vet to panel
- Questions and comments
10 minutes in length
- Receptions directly following event in Cedar Rapids and Sioux City

Justin will assist in coming up with ideas on both the U.S. Attorney’s Office and criminal defense side. Tim and the other CLE planners and participants will come up with scenarios for Panel.

Members decided on a CLE date of Thursday, May 21, 2020 at 4:00 PM, to be held in both the Cedar Rapids and Sioux City Courthouses.

6. Other Discussion

Tim announced the History Book for the Northern District (2020 ed.) is currently in the final editing phase with a publication date in 2020.

Judge Williams added he is of the understanding there is a 90-day window once the editing is done. Judge Williams said his best guess for publication is May 2020.

Tim suggested putting together a joint CLE event with the Historical Society and Federal Practice Committee in the fall. Presentation focus would be high points and practice tips over time.

Tim mentioned he completed an oral history with Jim Hodges and it was a very worth while experience. Jim Hodges discussed practice styles and trends and it was a very interesting exercise.

Judge Williams suggested planning the CLE event for September.

Rob added the preliminary designs for the History Center may be available to share by September.

7. Next meeting

Wednesday, May 6, 2020 at 12:00 PM.

Meeting Adjourned 12:30 PM.

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

August 7, 2019, at Noon

Attendees:

Tim Hill, Judge Williams, Rich Murphy, Paul De Young, Jeana Goosmann, chair (via phone), Judge Mahoney (via phone), Patrick Parry (via phone), Mark Zaiger (via phone), and Robert Phelps (via phone)

1. Motion to approve May 1, 2019 minutes

The May 1, 2019 meeting minutes were approved.

2. CJA Plan by the FPD

The committee discussed Jim Whalen's retirement in 2020.

3. Membership

Rich mentioned his term may be expiring in August 2019. Rich asked staff to check the By-Laws to determine the term of service of members, as he may not be eligible to serve another term. Rich nominated Justin Lightfoot from the US Attorney's office and said he would provide a nomination from Sioux City if needed.

Rob said he would check on the term of service for members, and suggested Judge Williams and Judge Mahoney may want to have discussion with Judge Strand and Judge Roberts on adding new members to the committee. Judge Williams said he would follow up.

4. CLE

Tim reported a tentative date for the CLE event scheduled for October 24 at 4:00 PM, for both Cedar Rapids and Sioux City, with locations to follow.

Tim mentioned the program includes a one-hour presentation by Judge Williams, Judge Strand and Tim, on the reduction of jury trials over time with more decisions decided by judges and dispositive motions. Tim mentioned his portion of the presentation will supplement with statistics from the Historical Society book.

Judge Williams said he gave a similar presentation to the Linn County Bar Association based on a law review article. The presentation was well received, and Judge Strand is aware.

Tim informed Judge Williams the Iowa State Bar Association Federal Practice Committee would like to get input from Judge Williams and Judge Strand on this topic.

Rob said he would work with Tim to secure a facility to hold the CLE event, and get an email sent out to the federal bar.

Tim mentioned the abolition of Federal CLE's might be related to the significant decrease in attendees. Hearing from judges on best practices will be a big draw.

Tim additionally notified the group of the potential ask to extend the time of panels to 90 minutes and adding breakout sessions with judges for this CLE.

5. POWER Act Activity in 2020

Rob mentioned Judge Bremmer's leadership in the Iowa State Bar CLE event on pro bono representation and domestic violence, and the possibility to repeat for 2020. Rob said he will send out reports filed to see if the group wants to duplicate.

Tim said he was present for the CLE event that included ethical rules on limited appearances and a volunteer lawyer project presentation.

Judge Williams spoke about a pilot project with the Iowa Bar Association and he may ask for assistance from members to develop questions. Judge Williams explained the pilot project is based on a Law-Bee idea to learn about the law. The idea came from a Brain-Bee sponsored by the Iowa Neurology Department. Contestants will go through a test and national competition. Judge Williams noted the Law Bee will tentatively take place during the spring state mock trial competition for high school students in March 2020.

Judge Williams said this competition would require hundreds of questions and answers being developed. Once created, the questions and answers would have to be vetted to determine if the law is accurate. The top 20 contestants would be required to answer the questions to advance.

6. Next meeting

Wednesday, November 6, 2019 at Noon

Meeting Adjourned 12:50 PM.

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

May 1, 2019, at Noon

Attendees:

Tim Hill, Jeana Goosmann, chair (via phone), Fran Haas (via phone), John Gray (via phone), Rich Murphy (via phone), Mark Roberts, Judge Williams, Judge Mahoney (via phone), Pat Parry (via phone), Stu Cochrane (via phone), Mark Zaiger (via phone), Robert Phelps, and Paul De Young

1. Introductions were made

New board member Mark Zaiger introduced himself as an attorney for Shuttleworth Law practicing mainly in civil litigation.

Rob Phelps announced that the other new board member Paul Gamez was not able to attend the board meeting today due to trial. Introductions will be made during the next meeting.

2. Motion to approve March 2019 minutes

The February 6, 2019 meeting minutes were approved.

3. Federal Public Defender progress on CJA Training Plan

Jim Whalen led discussion on Federal Public Defender progress on the Criminal Justice Act (CJA) Training Plan. Main initiatives are to put together a noninstitutional structure proposal for an attorney training panel in Cedar Rapids, increase the number of panel attorneys to have a system in place to fill open slots as caseloads increase or retirements take place, and increase female, minority and young panel membership. The proposal is in the process of being modified from a flat rate to a rate based on percentage.

Jim noted in 2018, there were 25 members on the panel and today there are 19, due to retirements and one death. There is only one woman on the panel and virtually no women on any of the panels throughout the state, no minorities and no attorneys from Waterloo or Black Hawk County. There needs to be a system in place to address the aging panel members.

Jim added the CJA wants to do away with the old boy system of recruitment to the panel and address the shortage of qualified panelists. Previously members were appointed to the panel by knowing someone. Things started to change in 2012, when the Des Moines panel in SDIA was cut from 75 to 35 members.

Jim reported panel size is determined by case filing and the CJA needs to have a group of people ready to step in.

Jim reported the Sioux City, CJA would have a separate proposal and they plan to release one in Davenport due to aging panel members.

Jim asked the committee for suggestions on reaching out to potential members through bar groups, associations, younger attorneys and federal defenders.

Jeana Goosmann felt people may be hesitant to join because they don't have access to training.

Judge Williams offered to introduce Jim to the Linn County Bar Association. Tim Hill announced he is a member of the Eastern Iowa Inn of Court and the last meeting of the season is May 9. Tim will not be able to attend this meeting but the CJA could give a presentation. Judge Williams said he is also a member of the Inn and he could be in attendance on May 9. Judge Williams additionally offered to connect Jim Whelan with the young lawyers' section of the ISBA and the State Public Defenders office in Waterloo where he knows a former intern, Kimberly DePalma.

Jeana added she could put Jim in contact with Drake Director of Career Development, Jennifer Zwagerman. Drake is holding a summit on May 3, to work with younger attorneys; there is potential to make an announcement on the CJA training panel. Jeana additionally mentioned connecting Jim with the president of the Young Lawyer Division Council that meets every quarter. Another opportunity is posting an announcement on a Facebook group called Moms Who Happen to Be Lawyers.

Fran Haas said she is involved with two groups of bar associations that promote diversity and she is chair of the task force. There is also a Diversity and Inclusion Committee that would be a good resource. Fran offered to put Jim in touch with this group.

Jeana asked how potential members can apply. Jim said there is an application form on the website and the panel considers the applications at their yearly meeting. Training can be made assessable to everyone.

Rob asked if there was an application yet. Jim said it is being developed.

4. Feedback on new NDIA website

Stu Cochrane commented the updates are fabulous and the website is very user friendly and easy to use.

Tim mentioned there used to be a way to access the judge's clerks and staff contact information and he could no longer find that information on the website. Paul DeYoung was able to locate the clerk and staff information by clicking on a judge, then preferences.

Jeana suggested being able to click on the actual judge and having the staff information there. Rob offered to take this suggestion to chambers today.

5. Membership

Rob mentioned there are two additional members added.

6. CLE

Fran and Tim agreed to subcommittee. Tim reported that he had a discussion with Fran yesterday and there is some concern about the new local rules getting rid of CLE requirements. The committee has felt the impact of this already through decreased attendance at CLE events. These CLEs are a great way to learn judges' views and a great way to network. Tim mentioned he is a member of the Northern District Historical Society and they are in the process of putting together a book, maybe the committee could collaborate.

Judge Williams mentioned one of the history book chapters concerning civil practice of the Northern District of Iowa comparing civil court in the 1800's to practices of today, and trials in civil court cases then versus now. Judge Williams presented the question of how to provide young attorneys with training on trying a case when not many go to court today, and the difference in arguing to judges instead of juries. Judge Williams suggested a discussion on how things have changed over time and how cases are litigated in federal court today.

Judge Mahoney said it is beneficial to hold CLEs in the Federal courthouse to see the courtroom and courthouse and to have the opportunity to network.

Judge Williams suggested getting Judge Strand's input on Sioux City. Tim said he would work with Fran and Judge Williams before the next CLE meeting and put together a proposal.

Jeana asked if it would be appropriate to set a date for September for the CLE. There are overwhelming comments to hear the judges speak and that is the reason these trainings are so successful. Judge Williams agreed September would be a good time for a meeting and provide enough time to put an outline together.

7. POWER Act

Rob mentioned Judge Bremner has taken care of the events for 2019. Meg Norris of Iowa Legal Aid is scheduled for a presentation at the Iowa State Bar Association on June 12. Year 2020 events will be the responsibility of the NDIA and the Federal Practice Committee. Judge Bremner may be able to secure a permanent spot for this presentation every summer as a co-sponsor with Iowa Southern.

8. Next meeting

Wednesday, August 7, 2019 at Noon

Meeting Adjourned 12:45 PM

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

February 6, 2019, at Noon

Attendees (Via phone):

Jeana Goosmann, chair, Judge Kelly K.E. Mahoney, Fran Haas, John Gray, Rich Murphy, Pat Parry, Robert Phelps, Paul De Young, Andrea Freeman, Danielle Cripe

1. Motion to approve August minutes

The August 16, 2018 meeting minutes were approved.

2. Proposal on CJA Academy

Rob Phelps spoke briefly on the graying of the CJA panels and the need to recruit new attorneys. Jim Whalen, the Federal Public Defender, is working on a plan to address the situation. Mr. Whalen has formed a committee to get more people on the CJA panel. Rob requested suggestions on what the Federal Practice Committee can do to increase membership. Judge Mahoney volunteered to chair a subcommittee that focuses on increasing CJA panel membership. Rich Murphy and Pat Perry volunteered to help on the subcommittee. Jeana Goosmann volunteered to recruit younger attorneys to the subcommittee. Rich suggested waiving bi-annual attorney admission fees for those who participate on the CJA panel or other committees. Rob said he will take that suggestion to the Court. Jeana suggested setting up an organizational phone call for the subcommittee.

3. Feedback on new NDIA website

Rob reported the new website is available and requested feedback on the entire website. Members can email Rob with suggestions.

4. New case assignment administrative order to take effect March 1, 2019

Rob reported the new administrative order on case assignments is posted on the website and will realign the Central Division to Sioux City. If members have questions or need clarification on the order, they can contact him.

5. Other business

a. Membership:

Rob advised the Federal Practice Committee can have up to twelve members and currently has seven. Fran Haas suggested adding Ethan Olson who is in the Cedar Rapids office of Nyemaster Goode, PC. Ethan was a former clerk for Judge Reade and practices regularly in federal court. Rob shared an email from Tim Hill suggesting Melissa Carrington from Bradley and Riley PC. Rich asked who was rotating off the committee and Rob agreed to email the rotation schedule to members.

b. CLE:

Fran volunteered to continue assisting Tim on the CLE subcommittee. Jeana Goosmann suggested having a plan for the next CLE by the May 1, 2019 meeting.

c. POWER Act

Rob reported that the POWER Act has been enacted by Congress and requires action from the Court. Judge Mahoney and Judge Bremer from the Southern District of Iowa have been working with Iowa Legal Aide. Judge Mahoney reported that the Southern District of Iowa is working to allow their Assistant United States Attorneys to help individuals on a pro bono basis file protective orders. Rich Murphy confirmed that the Northern District of Iowa already participates. Rob explained that the act requires the court to encourage and promote the bar to volunteer time to domestic violence victims and cases. Rich reported only a few human trafficking and sex trafficking cases have been tried in the Northern District of Iowa, but they would be given high priority. Jeana reported that one of their interns had worked with a professor at Harvard specifically studying sex trafficking. Their studies showed that Sturges was second only to the Super Bowl for sex trafficking. Rich asked that Rob send information out to the committee on the POWER Act.

6. Next meeting

Wednesday, May 1, 2019 at Noon

Meeting Adjourned 12:20 PM

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

August 16, 2018, at 4:30

Attendees:

Jeana Goosmann, chair, Fran Haas, John Gray (via phone), Rich Murphy (via phone), Mark Roberts, Pat Parry (via phone), Zachery Hindman (via phone), Robert Phelps, Paul De Young (via phone)

1. Introductions were made

2. Motion to approve March minutes

The May 16, 2018 meeting minutes were approved.

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

Fran Haas mentioned there will be a joint breakfast Friday morning with IAND and IASD committees and judges.

4. New district judge and magistrate judge in Cedar Rapids

Mark Roberts and Rob Phelps reported that the best hope is for Judge Williams to get Senate confirmation in September. Investitures will follow after Senate and President finalize nomination. In addition, Judge Bennett has started a new position with Drake Law School as director of the Institute for Justice Reform and Innovation. Judge Bennett will split his time between court duties and Drake Law School for a few months and anticipates fully retiring March 1, 2019. In other judge news, Zachery Hindman has been selected to be a state court judge and will start his duties September 7, 2018. Therefore, Zachery will be required to drop off the CJA panel and the Federal Practice Committee.

5. Other business

Jeana Goosmann agreed to continue as chair of the Federal Practice Committee for another year. Fran Haas announced she will be chair of the ISBA Federal Practice Committee for the coming year.

Jeana asked committee members to think about ideas for a future CLE on the CJA panel. Rob will coordinate with Judge Williams and Mike Lahammer on ideas. Jeana also asked members to consider the possibilities of a CLE coordinated with a county bar, such as the Linn County Bar Association or the Woodbury County Bar Association.

Jeana led a discussion on how to market the new magistrate consent program. The committee agreed that the best strategy would be word of mouth and the passage of time. Mark Roberts mentioned that Judge Williams and Judge Bremer did an excellent job of highlighting the consent program at a recent CLE event. Jeana said that having the judges speak gives lawyers a sense of the judge's disposition. It was suggested that Mark Roberts continue the public education effort when he comes on board as a magistrate judge. Mark indicated that attorneys who have not worked

together can be less likely to consent, and the request for consent comes very early. Mark suggested that consents would be encouraged at the scheduling conference as well.

Fran highlighted upcoming CLE events including Fall Fundamentals on October 4, 2018 and the Federal Practice Seminar on December 14, 2018.

6. Next meeting

Wednesday, November 7, 2018 at Noon

Meeting Adjourned 5:00 PM

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