

**Oregon Judicial Department
Chief Justice's Criminal Justice Advisory Committee Charter
(Final: 08/31/2020)**

ARTICLE 1 – STATEMENT OF PURPOSE

The Chief Justice's Criminal Justice Advisory Committee (CJAC) is created to advise the Chief Justice on changes to court roles, policies, processes, services, or other areas in response to current and future issues in the state criminal justice system for the purpose of improving the administration of justice and ensuring access to justice for all.

ARTICLE 2 – VISION

The CJAC will develop and make recommendations to the Chief Justice, and otherwise provide support to ensure the continued development of roles, policies, processes, and services in criminal and violation cases that support the Oregon Judicial Department's (OJD) efforts to fulfill its mission to provide fair and impartial justice, protect people's rights, preserve community welfare, and inspire public confidence. The CJAC will work closely with OJD's Office of the State Court Administrator (OSCA), the courts, governmental partners, and other criminal justice and community stakeholders.

ARTICLE 3 – ROLE OF THE CRIMINAL JUSTICE ADVISORY COMMITTEE

The duties and responsibilities of the CJAC shall include making recommendations to the Chief Justice in the following areas:

- 3.1 Review the use of remote proceedings and develop recommendations on how courts can best serve individuals and entities involved in the criminal justice system utilizing both in-person and remote means.
- 3.2 Identify areas to improve pretrial release and detention decision making, including consideration of the role and use of security release, statewide implementation of a model pretrial release program and whether that program should include a validated evidence-based risk assessment tool, ensuring that any recommendation does not create disparity for populations historically overrepresented in the criminal justice system, and recommendations for pretrial release conditions and monitoring that do not rely on privatized services.
- 3.3 Review how race and ethnicity data is collected in criminal and violation cases and propose methods to ensure that all cases include information on race and ethnicity, with opportunities for participants to correct information, and establish regular methods for review of contact and outcome data.
- 3.4 Examine methods and actions to compromise court debt, as provided in ORS 293.240, to reduce negative impacts on Oregonians and improve collection efforts.
- 3.5 Examine the impacts of fines and fees in criminal and violation cases and develop recommendations to ensure that they do not create unnecessary barriers or disproportionate outcomes.
- 3.6 Develop materials providing guidance on the use of an equity lens to ensure that processes and individual criminal and violation cases are conducted in ways that do not create or exacerbate disparate impacts on Black, Indigenous, and other people of color.

- 3.7 Develop recommendations and information for courts to use to instruct on and mitigate the effects of bias in fact finding.
- 3.8 Respond to requests and questions from OSCA, other OJD divisions, the courts, other OJD committees, governmental partners, and public safety stakeholders, as approved by the Chief Justice.
- 3.9 Other areas as directed by the Chief Justice.

ARTICLE 4 – AUTHORITY

Unless directed otherwise by the Chief Justice, the CJAC shall have general authority to make recommendations on criminal justice roles, policies, processes, or services that fall within the scope of this charter.

ARTICLE 5 – MEMBERSHIP AND PROCEDURE

The CJAC will be led by a chair appointed by the Chief Justice and staffed by OSCA.

- 5.1 The CJAC members will consist of judges and court staff, as well as representatives from governmental partners and criminal justice and community stakeholders. All members will be appointed and removed by the Chief Justice at the Chief Justice's discretion.
- 5.2 A member may, following notice to the chair, have a designee attend meetings on their behalf.
- 5.3 Membership terms will be up to a three-year period and may be renewed at the discretion of the Chief Justice, with staggered expiration dates to allow for continuity of membership. Vacancies will be filled to complete a term in progress or begin a new term as applicable. Membership may be terminated upon request of the representative or as authorized by the Chief Justice.
- 5.4 Interested persons may be added at the discretion of the Chief Justice or the chair to receive agendas, minutes, and email distributions of the CJAC or its subcommittees.

ARTICLE 6 – MEETINGS, ACCOUNTABILITY, AND RECORDS

- 6.1 The committee will meet quarterly or as often as deemed appropriate by the chair.
- 6.2 Staff will take minutes of committee meetings and disseminate a draft to all members before the next meeting. Members shall have a reasonable opportunity to review and seek correction or modification of any part of the minutes. The minutes will be approved subject to a majority vote.
- 6.3 The chair or their designee shall coordinate meetings and maintain a list of action items.

ARTICLE 7 – SUBCOMMITTEES

The CJAC chair may create subcommittees as needed to assist in carrying out the CJAC's work. The chair may appoint persons who are not members of the CJAC to subcommittees.