

# Presiding Judge / Court Executive Officer Teambuilding

## Blending Governance & Leadership Principles, Roles, Responsibilities

*NAPCO Webinar*



## Presenters

Hon. John J. Russo, Co-moderator  
Common Pleas Court of Ohio  
Chair, NAPCO Board of Directors



Gordon Griller, Co-moderator  
Executive Director, NAPCO  
Scottsdale, AZ



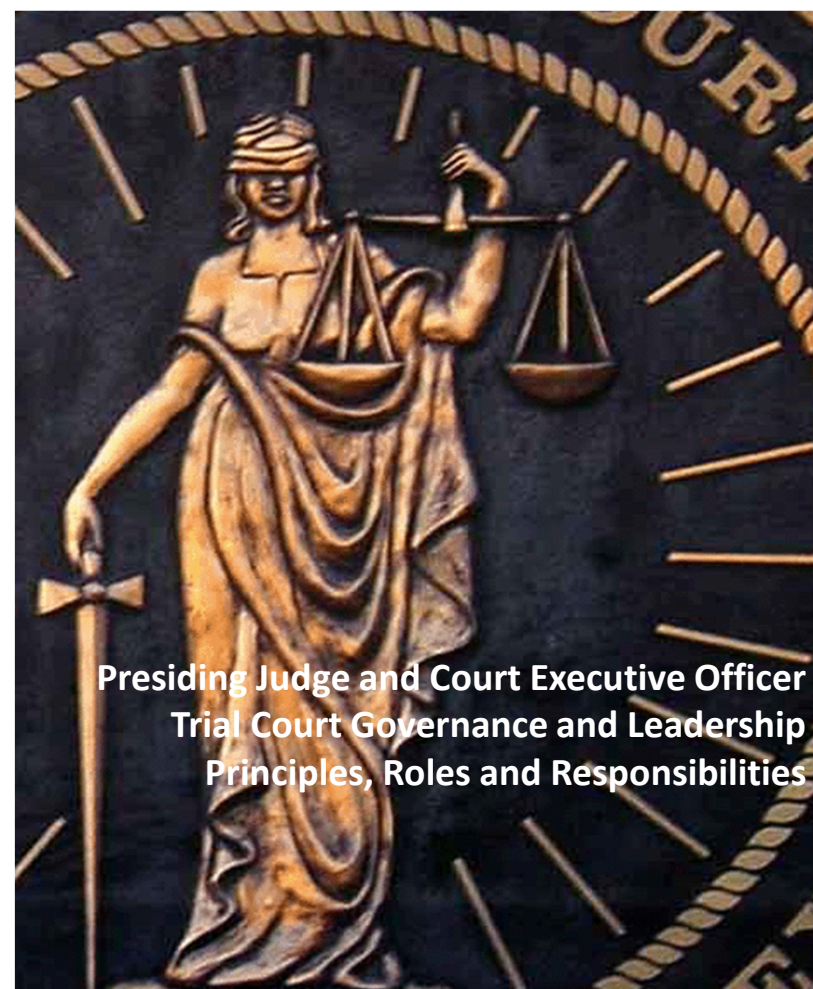
Hon. Michelle Earley, Admin./Presiding Judge  
Russell Brown III, Court Administrator  
Cleveland OH Municipal Court



Hon. Julio Mendez, Assignment Judge  
Howard Berchtold, Jr., Court Administrator  
Superior Court, Cape May/Atlantic NJ

## Webinar Guidelines and Recommendations

1. The Webinar is being video recorded. It will be available, along with the PowerPoint slide deck and reference materials on NAPCO's website at: <https://napco4courtleaders.org>
2. Audience Interaction is encouraged. Please submit comments / questions in the "Q & A Box"
3. You are invited to use the *PJ / CEO Leadership Monograph* as a tool to help improve teambuilding between trial court leaders and within court leadership teams.



**Presiding Judge and Court Executive Officer  
Trial Court Governance and Leadership  
Principles, Roles and Responsibilities**

**FOCUS:** Executive Team in a Trial Court

- Top Judge-Leader & Colleagues
- Top Nonjudicial Leader & Colleagues

**TOPICS:** Governance Principles

- For the Bench
- For the Leadership Team

Roles & Responsibilities

- For the Presiding Judge
- For the Court Executive Officer
- For the Leadership Team

**METHOD:** A Comparative Review of Effective Practices in Jointly Leading a Loosely-Coupled Trial Court as a “PRODUCTIVE PAIR” with the Help of Colleagues



## AGENDA




## Governance Principles

### Bench

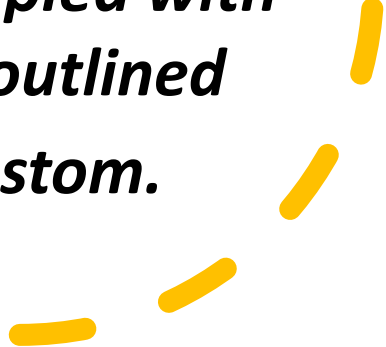
- A. Policy & decision rights
- B. Serve in meaningful roles
- C. Select judicial leaders on competency
- D. Transparency in judging, decisions, processes
- E. Collegiality with judicial colleagues
- F. Promote trusting and supportive relationships

### Leadership Team

- A. Identify roles/responsibilities
- B. Ensure widespread input
- C. Select nonjudicial leaders on competency
- D. Transparency in decisions, duties, responsibilities
- E. Respect for each other's skills, abilities, knowledge
- F. Foster trust and support for each other

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***The PJ / CEO partnership is not one of parity in power, authority or responsibility. The presiding judge carries the command prerogative. The court executive functions as a strategic partner... a colleague in top-level decision-making coupled with additional, prescribed duties outlined in statute, rule, order or by custom.***

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# 29 Leader-Team Roles, Responsibilities

- Term of office
- Appointment & selection
  - Selection criteria
  - Renewable terms
  - Executive/Legislative appointment
- Removal from office
- Professional / mgmt. cultures
- Relationship to supreme court
- Caseload adjustment
- Assistant / acting PJ
- Assignment / rotation policies
- Case and docket management
- Cases under advisement
- Supervising judicial officers
- Coordinating judicial schedules
- Meetings of bench en banc
- Court committees
- Special / problem-solving courts
- Operations oversight
- Facilities and security
- Strategic planning
- Liaison with outside agencies
- Trial court budget
- Media relations
- Caseflow statistics
- Crisis leadership
- Systemic racism
- Appellate records provision
- Elected clerk coordination



## FOR PRESIDING JUDGES...

- Did you outline any goals or objectives as part of your selection process?
- Did you talk to the CEO about them beforehand or shortly after your selection?





**FOR CEOs...**  
**What are some good techniques to use in building effective working relationships with successive PJs?**

**FOR PJs AND CEOs...**

**Successful teambuilding requires establishing clear roles and responsibilities. How have you done that with your PJ or CEO teammate?**



**ROLES AND**

**RESPONSIBILITIES!**

**Questions  
from the  
Audience**

**DISCUSSION**



Next NAPCO Webinar:  
Thursday, July 29, 2021 – 3 p.m. EDT

*The Courts that Saw the Future...  
Leading the Way, Transforming Services*

<https://napco4courtleaders.org/>

