

Duties of the District Delegation Chairperson

- Attend the annual circuit conference and participate actively.
- Plan and chair local lawyer representatives meetings and district conferences (the Judicial Council order requires two or more such meetings each year).
- Work with the chief judge to plan joint meetings of the lawyers and judges of the local delegation (two or more required each year).
- Nominate to the local bar new lawyer representatives to be selected by the judges; or assist the local bar as requested.
- Inform the circuit executive when new lawyer representatives are chosen and when local delegation meeting dates and district conference dates are set.
- Find ways to improve the dialogue between lawyers and judges locally and to make substantive improvements in the judicial system.
- Educate members of the bar generally about the activities of the conference and solicit their opinions.
- Respond on request to the chair of Lawyer Representatives Coordinating Committee as issues arise: suggest ideas for the LRCC chair or chair-elect to take to the executive committee.
- Participate in all LRCC telephone conference calls and all LRCC in-person meetings (with the judges of the court of appeals, chief district judges, chief bankruptcy judges and other meetings as required) or arrange for a substitute if unable to attend.
- Develop resolutions for the conference.
- Prepare the annual district report on bench/bar activities, with the chief judge, for submission to the Circuit Executive's Office at least 30 days before the beginning of the conference.
- Organize the district delegation dinner for the conference with the chief judge.
- Ensure the attendance of a full complement of lawyer representatives at the next conference.
- Recommend, propose nominations, and advise as requested on appointment to circuit committees.
- Coordinate the election of the next chair in the district.