

# **PROCLAMATION**

## **First Judicial District Bar Association**

### **SEPTEMBER 2020**



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## PRESIDENT'S COLUMN

Samantha Lillehoff  
1st JD Bar Association President

"Things do not change; we change."

—Henry David Thoreau, *Walden*

As fall approaches and the weather turns colder, I think of change. In addition to the weather, we are experiencing various changes—some more foreseeable than others. Change can bring up any number of feelings: uncertainty, excitement, fear, and invigoration to name a few. I have been reflecting on my environment currently being impacted by events including new additions to my family, new illnesses (COVID-19) and old ones (the flu), and approaching elections. I have also taken a very informal poll of attorneys, judges, and paralegals experiencing similar changes. The result of this reflection and polling is the following list of tips concerning adapting to prominent changes in our shared experience as legal professionals.

This list is not meant to be comprehensive, nor is it meant to be overwhelmingly all-or-nothing. Rather, I hope you (and I) might take one or a few of them to heart when facing each day's ever-changing circumstances.

The great outdoors. We learn more about the benefits of vitamin D all the time. Try to get outside during the day every day. Enjoy the mild weather and greenery before the snow settles in. Even then, take some time to partake of the crisp Colorado winter air. At the least, spend some time working near an open window. Don't forget your SPF!

Remote meetings and hearings. Be professional, be prepared. Mute your mic when you are not talking. Use headphones with a microphone to decrease background noise. Treat remote meetings and appearances as in-person ones (including dressing appropriately and turning your phone off), and help your clients do the same. Have a sufficient Wi-Fi connection and try to work out any technological bugs before the big day. Optimize your lighting (consider placing soft, natural lighting in front of your face) and camera angle (be an appropriate distance away from your camera, be visible, and mind your background).

Continued on page 3

Get active. Take advantage of the exercise-induced euphoria and stress relief caused by the release of endorphins. Walk the dog, do 20 minutes of yoga, stand up from your desk once in a while, look up some high-intensity interval training workouts on Youtube—no matter how strenuous or fleeting, anything counts! Relatedly, incorporate ergonomics into your home office—use lumbar support, raise up your screens to prevent slouching, get two monitors. The benefits of bettering your physical health, especially now, are legion.

Routines, rituals, and boundaries. Whether working remotely or in the office, maintain or adopt routines, rituals, and boundaries. Wake up and be ready to start work at a regular time. Dress in your favorite work clothes instead of your athleisure wear. Keep work in your work space as much as possible, including when and where you read work emails on your phone. Have a hard stop time. When you are ready to stop working, have some physical ritual that will signal the end of the work day (e.g., shut your home office door when it is quitting time, take 3 minutes to do some meditation or deep breathing, listen to your favorite song, or go make a cup of calming tea).

Flexibility. Be flexible and ready to adapt whenever possible. Extend to others the grace and flexibility you would like to have under the circumstances. Ultimately, we are all in the same boat.

The leaves are turning. Change is here, and more is coming. Utilizing these and other resources will hopefully ease the growing pains related to adapting to change while lending some stability and peace in the midst of it all.



## RECOGNITION FOR JEFFCO CLERKS

Jennifer Kilpatrick, board member of the 1st JD Bar Association presented an idea to the board of trustees to recognize the clerks of the Jeffco Court for their service during the Covid and staff cut challenges and to say **THANK YOU** for their response to the legal community. She suggested that the staff might enjoy boxed breakfast meals. The board heartily agreed and the meals were delivered to the staff on Friday, September 25.

**Gail Pickarts, Court Executive**  
**Thanks to you and the Association!**  
**Breakfast was a hit and much appreciated!**  
**Please pass along our thanks.**

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## 2020 GOLF TOURNAMENT

It was a glorious fall day for the 1<sup>st</sup> JD Golf Tournament on September 24<sup>th</sup>! 52 golfers hit the links and avoided the Elk. Yes, the elk were abundant this year, so much so, that a few teams had to divert from Hole 12 while the Bull Elk sounded a warning to stay away from his lady friends. Afterwards, golfers and other attendees enjoyed a socially distanced Happy Hour on the lawn near the putting green.

Thanks to all the volunteers: Kristine Deherrera, Alan Hendrix, Joseph Maher, Tricia DeFord, Robin Beattie, Leah Varnell, Joel Varnell, Audrey Smith, Andy Hart, Fred Peters, Drew Thomas, and Toni-Anne Nunez.

A special thanks to the following sponsors who helped make this fundraiser for Court Support Jeffco a success. The final amount raised will be reported in next month's Proclamation.

See you next year!

2020 Golf Committee  
Jon Bradley  
Phillip Geigle  
Andrew McLetchie  
Chris Radeff

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Andy Hart, 1<sup>st</sup> JD Bar VP; Kristine Deherrera and Tricia DeFord, Court Support Jeffco Board Members

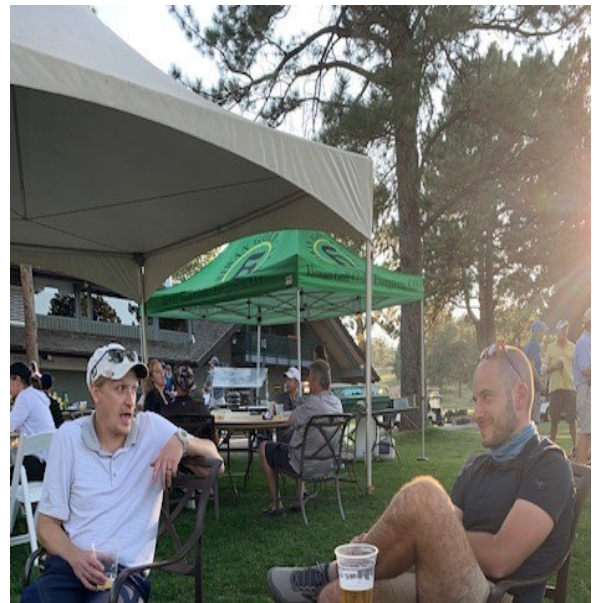
## 2020 Golf Tournament



Judge Christopher Zenisek at the Happy Hour, In the background-Leah Varnell, Court Support Jeffco Board Member and Joel Varnell



Volunteer Joel Varnell and Judge Tamara Russell




Golfer Jay Pickard and Andy Hart, 1<sup>st</sup> JD Bar VP







Catherine Tieman, volunteer, Andy Hart, 1st JD VP, Chris Radeff, Golf Committee, Robin Beattie, Court Support Jeffco Board Member, Audrey Smith and Fred Peters Court support Jeffco, Drew Thomas, volunteer

	<p>FIRST JD BAR ASSOCIATION</p> <p>Virtual CLE Luncheon Tuesday, October 13, 2020 First JD Members \$10 Non First JD Members \$15</p>
<p>ERIC B. LIEBMAN</p> <p>A Brave New World: Analyzing the Ethical Considerations of Online Hearings and Trials</p>	
<p>Virtual CLE Presented via Ring Central</p> <p>You Must Register to Attend</p> <p><a href="https://1stjd.org/events/#!calendar">https://1stjd.org/events/#!calendar</a></p> <p>OR</p> <p><a href="mailto:admin@1stjd.org">admin@1stjd.org</a></p> <p>Information regarding attendance procedures will be provided after registration</p>	

## Important Probate E-Filing Updates

**Starting Tuesday, October 6,** Jefferson County will be utilizing a Delay Prevention Order (DPO) to manage our protective and informal proceedings. The intent of this practice is to streamline our case management, utilize courtroom and judicial time as efficiently as possible, and provide filing parties clear instruction on what is needed to move a case forward. Here is what you can expect:

Cases that are complete at the time of filing will be processed within 72 hours of filing, other deadlines notwithstanding.

Incomplete cases will be accepted with notes to the filer indicating missing documents and scheduled for a 14-day follow up review.

On Day 14, complete cases will be processed, and incomplete cases will be issued a DPO. These cases will be scheduled for second review on the 36<sup>th</sup> day following issuance of the DPO, other deadlines notwithstanding.

If there has been no activity on the case on the 36<sup>th</sup> day, the case will be dismissed and closed; a new case filing will be required as well as a new case filing fee.

If the case has been active but is still incomplete, another DPO will issue and the process will begin again.

If the case is complete, it will be processed.

***Case management on these proceedings will happen on approximately Day 14 and/or Day 36; if your case requires additional attention or action by a member of our team outside of these time frames, please contact us at 720-772-2540.***

**Starting Tuesday, October 6,** we will have minimum requirements for new formal case filings. If these minimum requirements are not met, the new case filing will be rejected, and the party will be required to re-file. The intent of this practice is to streamline case management, provide the judicial officers with the documents necessary to conduct an initial case review, and to provide clear instruction on what is needed to move a case forward. The case class and minimum filing requirements are listed below:

Application for Appointment of Special Administrator

Acceptance

Proposed Order

Proposed Letters

Notice of Hearing without Appearance

Irrevocable Power of Attorney

Only required at time of filing when the Special Administrator or Personal Representative have an out of state address.

Petition for Formal Probate of Will and Formal Appointment of Personal Representative

Acceptance

Proposed Order

Proposed Letters

Notice of Hearing without Appearance

Will

Irrevocable Power of Attorney

Only required at time of filing when the Special Administrator or Personal Representative have an out of state address.



## Important Probate E-Filing Updates

Petition for Adjudication

Acceptance

Proposed Order

Proposed Letters

Notice of Hearing without Appearance

Irrevocable Power of Attorney

Only required at time of filing when the Special Administrator or Personal Representative have an out of state address.

If you have any questions regarding this process, don't hesitate to reach out. ***Alex Zhang, the Probate Registrar, can be reached at 720-772-2545. Allison Clark, the Unit Supervisor, can be reached at 720-772-2588.***

### Amended Chief Judge Order 2020-20

[https://www.courts.state.co.us/userfiles/file/  
Court\\_Probation/01st\\_Judicial\\_District/CJO/2020/CJO%202020  
-20%20\(Amended\).pdf](https://www.courts.state.co.us/userfiles/file/Court_Probation/01st_Judicial_District/CJO/2020/CJO%202020-20%20(Amended).pdf)