

**MINUTES OF THE
ADR COMMISSION
TRAINING SUBCOMMITTEE MEETING
MONDAY, JUNE 6, 2011**

Members in attendance: Hon. Robert L. Holzberg, Chair, Attorney Christopher Bernard, Hon. Kari A. Dooley, Attorney Irene Jacobs, Professor Carolyn Wilkes Kaas

The subcommittee's teleconference meeting began at 4:00 PM by Judge Holzberg.

The members began by stating that the work should be divided along the adjudicatory and conciliatory processes. There should be identified for each of the ADR functions, the traits, abilities and skills required of a mediator. The training should be developed around those requirements.

The committee should take a look at the role of attorneys who fit within the rubric of the Fact-Finder/Arbitrators. It was suggested that the committee draw upon the methods of training used by the housing and foreclosure mediators to develop methods for other ADR programs.

This subcommittee will divide into two sections - one for the adjudicatory function and one for the conciliatory function. The adjudicatory section will be discussed by Hon. Kari Dooley and Attorney Chris Bernard; and the conciliatory section will be discussed by Hon. Robert Holzberg, Prof. Carolyn Kaas and Attorney Irene Jacobs.

The committee members determined that both sections will be talking about how attorneys should participate in the programs. It was suggested that two different skill sets may be needed. One skill set if attorneys are handling pretrials and another skill set if attorneys are deciding the case (trial).

The subcommittee established the following time frames:

- By July 10th, identify the credentials and skill set needed for each ADR program and email the draft findings to all subcommittee members;
- Subcommittee meeting to discuss;
- Determine recommendations (list topics) for training by August 15th and email draft recommendations to all subcommittee members;
- Meet to discuss recommendations to be submitted to full committee.

Meeting adjourned at 4:40 PM.