

Judge Donald R. Johnson, Chief Judge  
Judge William "Will" Jorden, DCJ (Criminal)  
Judge Kelly E. Balfour, DCJ (Civil)  
Judge Fred T. Crifasi  
Judge Wilson E. Fields  
Judge Tiffany Foxworth-Roberts  
Judge Beau Higginbotham



Judge Ronald R. Johnson  
Judge Eboni Johnson Rose  
Judge Richard "Chip" Moore  
Judge Brad Myers  
Judge Gail Horne Ray  
Judge Tarvald A. Smith

**Nineteenth Judicial District Court**  
East Baton Rouge Parish

Kevin D. Bolds  
Judicial Administrator

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**MINUTES**  
**19<sup>TH</sup> JUDICIAL DISTRICT COURT**  
**BUILDING COMMISSION MEETING**  
**MAY 11, 2023**

**I. CALL TO ORDER AND ROLL CALL**

Judge Eboni Johnson Rose called the meeting to order at 12:18 p.m. Roll was taken and a quorum was present.

**MEMBERS PRESENT**

Judge Eboni Johnson Rose (Chair)  
Judge Gail Ray (Vice Chair)  
Judge Kelly E. Balfour,  
Deputy Chief Judge (Civil)  
Judge Fred T. Crifasi  
Judge Wilson E. Fields  
Judge Donald R. Johnson, Chief Judge  
Judge William "Will" Jorden,  
Deputy Chief Judge (Criminal)  
Judge Brad Myers  
Judge Gail Horne Ray  
Judge Tarvald A. Smith

**MEMBERS ABSENT**

Judge Tiffany Foxworth-Roberts  
Judge Beau Higginbotham  
Judge Ronald R. Johnson  
Judge Richard M. "Chip" Moore

**OTHERS PRESENT**

Judge Pamela Baker  
Kevin D. Bolds, Judicial Administrator  
Charmane Brooks, Judicial Administrator Secretary  
Diana Gibbens, General Counsel  
Kim Ford, Finance Director  
Charise Patterson, Court Operations  
Mary Wheeler, Human Resources  
Ronnie Bullion, Family Court Judicial Administrator  
Rachel Shows, Administrative Secretary

**II. APPROVAL OF MINUTES FROM THE BUILDING COMMISSION MEETING OF 3-2-23**  
Judge Johnson Rose called for the approval of the minutes of the previous meeting. Judge Smith moved to accept the minutes and Judge Jorden seconded the motion. The minutes were approved without objection.

**III. BUSINESS**

**CONSIDERATION OF JUVENILE COURT MOVING INTO COURTHOUSE**

Chief Judge Johnson noted the historical opposition to mixing juveniles with adults in the 19<sup>th</sup> JDC. After a robust conversation, the consensus among the Judges was the 19<sup>th</sup> JDC will not be a good fit for Juvenile services, as they need their own new comprehensive facility. Judge Fields moved that Chairperson and Chief Judge work with the juvenile judges and local government to formulate a plan to address the Juvenile facility. The motion was seconded by Judge Jorden and passed with a vote of 8 Yea [Johnson Rose, Crifasi, Fields, Don Johnson, Jorden, Myers, Ray, Balfour] and 0 Nay.

**NEA OUR TOWN GRANT WITH ARTS COUNCIL OF GREATER BATON ROUGE AND REMOVAL OF WALL TO EXTEND DOMESTIC VIOLENCE SPACES**

General Counsel Gibbens announced the Arts Council has partnered with the Mayor's Office and the 19<sup>th</sup> JDC to apply for a \$50,000 grant. The Mayor's Office will match with \$25,000 in cash and the 19<sup>th</sup> JDC will make an in-kind match of \$12,500 by supplying the space to display the art. Mr. Luke McKnight told the Commission the project will focus on two areas inside the Courthouse; the Escalator leading to the Second Floor to improve wayfinding and creating a Children's Corner in Domestic Violence. A discussion followed in which it was decided the Building Commission will be the Selection Committee for the art and the Clerk of Court will be included in planning the Domestic Violence space. Judge Myers moved to allow the Arts Council to proceed with the study to determine how best to use the spaces. Judge Jorden seconded the motion and it passed with a vote of 9 Yea [Johnson Rose, Crifasi, Fields, Don Johnson, Jorden, Myers, Smith, Ray, Balfour] and 0 Nay.

**BASEMENT PARKING NOTICE**

Judicial Administrator Bolds stated a Notice was sent out to everyone who currently park in the basement garage. Too many non-Judges or non-employees are being given access to the basement parking garage outside of normal business hours. The notice will be passed to the next Building Commission Meeting for a vote.

**SALLY PORT (ADDITIONAL PARKING) MEETING WITH CITY -PARISH**

Chief Judge Johnson informed the Commission he would like to pursue Sally Port modification where transport vehicles can enter from St. Louis Street and exit onto St. Ferdinand Street. Additional space for Security, transport vehicles and handicapped parking is also included in this plan. Chief Judge Johnson is awaiting on a recommendation from the Mayor's Office.

**NEW JANITORIAL SERVICES PROVIDER – ELITE PROFESSIONAL COMMERCIAL CLEANING SERVICES**

Administrator Bolds noted Elite Professional Commercial Cleaning Service started May 1, 2023. They have been going to the offices this week to develop a schedule in which to empty trash, clean, dust and vacuum. Mr. Bolds asked to be notified if any of the Judges have any problems or concerns. Elite Professional noticed upon arrival that the cleanliness of the building was subpar and a deep cleaning with scrubbing toilets, wiping walls and base boards, stripping and waxing the floors was needed. He is

working with the City-Parish to see if this can be done on weekends or after hours because this service is not a regular service in the contract.

#### **CARPET REPLACEMENT**

Administrator Bolds told the Commission that carpet needs to be replaced in the Civil Suit Records Department on the 3<sup>rd</sup> Floor. It is badly worn in the high traffic areas of the office. He suggested the Building Commission develop a systematic plan to replace carpet throughout the building. The cost to replace carpet in judges' suite is about \$11,000 so an entire floor of suites could be replaced for \$44,000 per year. Judge Johnson Rose explained that carpet replacement will have specific reasons, not just because a Judge wants new carpet or a new Judge moves in. Administrator Bolds will do an assessment of the building to determine what carpet needs to be replaced now, along with cost, and this will be kept as an agenda item for the next meeting. A comprehensive plan, moving forward, will be developed to determine how often the carpet will be changed throughout the building. Chief Judge Johnson pointed out the Judge's elevator carpet needs to be replaced, as well.

#### **INSTALL PARTITION FOR JUDGE BAKER**

Judge Baker asked the Commission if a wall could be erected in the large conference room on the 4<sup>th</sup> floor where their IT employee is housed. She has spoken to Kyle Allgood, who said the job could be easily done, but he needs permission from the Building Commission to construct it. Judge Johnson Rose asked for the cost to be presented to her and she would confer with Finance Director Kim Ford to ensure this is within the budget. Judge Smith moved for Administrator Bolds to work with Kyle Allgood to determine the cost of constructing the wall. The motion was seconded by Judge Jorden and received 8 Yea votes [Johnson Rose, Crifasi, Fields, Don Johnson, Jorden, Smith, Ray, Myers] and 0 Nay.

#### **UPGRADES TO COURTROOM TECHNOLOGY IN ROOMS 7A, 8B, 9A, 8C**

Administrator Bolds reported Crescent Multimedia has started to receive the equipment for the upgrades and June 19<sup>th</sup> is the start date of the installation in the court rooms of Judge Fields and Judge Crifasi. The installation will take about 8 days, therefore the Judges will move to other court rooms while the upgrades are in process. Judge Smith and Chief Judge Don Johnson will be scheduled shortly after. Judge Johnson Rose noted other Judges have asked for technology upgrades, but they will be done according to available surplus funds and by seniority. She will let the next four judges know when the funds are available.

#### **INSTALLATION OF 2 HI-RES SCANNERS**

Administrator Bolds noted installation of the 2HI-RES SCANNERS was completed May 5, 2023 and they seem to be working properly.

#### **MTI INMATE DOOR ACCESS UPGRADE**

Administrator Bolds noted the MTI parts are on back order. They may be here by the end of the month and the installation will be rescheduled.

#### **UPDATE ON SONIC WALL FIREWALL INSTALLATION**

Administrator Bolds reported General Informatics wants to install the SonicWall Firewall, tomorrow, May 12, 2023.

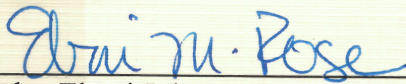
**FIRE DRILLS**

Judge Johnson Rose stated the Fire Department needs to be contacted to assist the Court in planning future fire drill. The Court should be in compliance with any applicable fire codes. Judge Myers as Chair of the Security Committee will assist with arranging the fire drills.

**IV. ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:10 p.m.

APPROVED:



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Judge Eboni Johnson Rose  
Chair