Draft dated: [redacted]

To: [redacted]

Subject: Draft agenda for the [redacted] traffic course

Dear Judge

I hope your spring is off to a good start. I'm writing to open our planning for the traffic course, the full-day course you are coordinating on [redacted]

Rather than start with a blank page, I've put together a preliminary draft agenda built directly from the six learning outcomes you submitted on your 2026 Course Information Form. It weaves in content from the June 2025 traffic course, which Judge helped teach, so there is already a substantial pool of docket-control, sentencing, and Slido material we can refresh rather than rebuild. The draft is attached as a working document; please treat it as a starting point to react to, not a final plan. Move blocks, cut what doesn't land, and flag anything that should be handled differently.

A few specific things I'd welcome your thinking on:

1. **Your role on the day.** Your Course Information Form left the faculty box unchecked, so I want to ask you directly: would you like to be on faculty for a segment, or would you prefer to coordinate the day from the front of the room without a teaching block? Either answer is fine; I just want to build the agenda honestly around your preference.
2. **The two open faculty slots.** Judges and are confirmed. For the MVA / Graduated Licensing / Medical Advisory Board / driving records block, of MVA Central Operations presented the Ignition Interlock segment in 2025 and would be a natural fit if you're open to it. Happy to reach out to her directly once you give the nod, or to consider other names you have in mind.
3. **A first planning meeting.**
   Judges and for a kickoff conversation in the

next three weeks. Could you let me know which of the following windows tend to work best for you, and I'll build a Doodle poll from there: mornings 8:00–10:00 or midday 12:00–2:00, any weekday.

I'll also be sharing a collaboration folder link shortly with the 2025 materials and a few reference documents. My goal for our first meeting is to lock the high-level structure so we can spend the summer building content rather than negotiating scope.

Thank you for taking this on. I'm looking forward to working together on it.

Best,

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Program Manager, Judicial Education
Administrative Office of the Courts
Maryland Judiciary