

Jury Arrival Sub-Committee Meeting

MINUTES

JANUARY 14, 2009 2PM

NEW BRITAIN SUPERIOR COURT
COURTROOM 1 D

TYPE OF MEETING	Jury Committee – Arrival Sub-Committee Meeting
NOTE TAKER	Esther Harris
ATTENDEES	Hon. Dan Shaban, Atty. Ralph Monaco, Atty. Larry Tytla, Atty. Matt Auger, Atty. Kyle Harrell, Atty. Jessica Torres

Agenda topics

REPORTING EXCUSES

DISCUSSION	We discussed the fact that Middletown uses a pre-screening form to determine what may prevent a juror from serving if selected. Such a form would save time in jury selection for both the attorneys and for the juror.	
CONCLUSIONS	It was decided that one of the members would work on a draft to be considered for use on a statewide basis.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Develop a pre-screening form (draft)	Atty. Jessica Torres	

FACILITIES AND LOGISTICS

DISCUSSION	It was discussed that we may wish to look into whether jury assembly rooms could be wired to accommodate a laptop (wireless or with ports) and allow jurors to bring them into the jury assembly room so they can do work or email while waiting. Also we discussed the desirability of providing free coffee, rather than have the jurors pay for it using vending machines.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

ORIENTATION

DISCUSSION	Several items were discussed with regards to orientation. Develop a FAQ sheet to hand out to jurors as they arrive to address the most commonly asked questions. Also, it was discussed that a new "script" could be developed for the judges to use that could highlight topics to be touched upon.	
CONCLUSIONS	A proposed draft will be developed and circulated among committee members.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Orientation script for Judges (Draft)	Hon. Dan Shaban	

COMMENCEMENT OF VOIR DIRE

DISCUSSION	A discussion was had as to whether to adopt uniformity on introduction of cases, and attorneys for matters to be heard that day.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

JURY VIDEO

DISCUSSION	Both jury videos were viewed and discussion was had on the possibility of merging the two into a new video as both had strengths that were not present in the other. Also, again, uniformity on the use of the videos was discussed. Also, adding material about basic/common questions asked by jurors.	
CONCLUSIONS	All matters were tabled for further discussion and investigation.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

RESOURCE PERSONS	Esther Harris
SPECIAL NOTES	Next Sub-Committee meeting: 2/4/09, Courtroom 1D, New Britain Superior Court