

## **JUDGES' ADVISORY COMMITTEE ON E-FILING Minutes**

On June 1<sup>st</sup>., 2010, the Judges' Advisory Committee on E-filing met at Juvenile Matters in Bridgeport, 1st floor conference room at 60 Housatonic Avenue, Bridgeport 06604.

Committee members in attendance: Hon. Barbara N. Bellis, Hon. Marshall K. Berger Jr., Hon. Patrick L. Carroll III, Attorney Joseph D. D'Alesio, Hon. Barbara Bailey Jongbloed, Hon. Barbara M. Quinn and Hon. Joseph H. Pellegrino.

Staff in attendance: Elizabeth Bickley, Melissa Farley, Nancy Kierstead, Daniel B. Horwitch, Lucio DeLuca, Tais Ericson, Alice H. Mastrony and Janice R. Calvi

The Honorable Patrick L. Carroll III welcomed the members of the committee and called the meeting to order at 1:00 PM. Judge Carroll highlighted the project impact of the collaborative initiative between the Supreme and Superior Courts. Judge Carroll went on the present to the committee statistics regarding the filing and scanning of documents and the system's impact thereto. It was reported that currently the system holds over 2 million documents which resulted in almost 7.5 million pages. The issue of volume is negligible to the system in that, pictures and color create large megabyte documents volume of pages does not. Additionally, Judges Carroll and Bellis went on to praise the Bench in that, about 125,000 orders have been electronically entered into the system by Judges and Judge Trial Referees. Based on mandatory e-filing and the electronic submission of orders, pleadings and documents there are over 24,000 paperless files thus far. Having paperless files begs the question of whether or not the Branch is able to schedule paperless trials, special master proceedings, ADR programs in hearing rooms or courtrooms absent computer access. Judge Carroll asked that Lucio DeLuca to analyze said equipment needs and report back to this committee with a recommendation for at least laptop availability and/or PC set-ups in the areas these programs affect.

Next Attorney Calvi provided the committee with a project update emphasizing to date for the next release which will include the complete migration off of the current legacy case management system including the short calendar formatted and generated by e-filing. After much discussion the committee decided on 4 possible dates in April 2012. The committee also agreed that amongst the 4 dates a decision would be made in conjunction with the project manager at IT in accordance with the project scheduling criteria. Subsequent to the meeting, the date of April 14<sup>th</sup> 2012 was agreed upon by IT and Court Operations. Next, Attorney Calvi presented the plan for family e-filing and its migration into the new case management system. The projection for family matters including Self-Represented Litigant access will be a phased-in approach by casetype beginning in December of 2012.

Attorney D'Alesio spoke to the committee regarding the need to standardize the building of the system and unify the processing of files by the courts in order to stick to the deadlines proposed for the project. The committee agreed that new development not previously approved by this committee would be tabled until after 2012.

Judge Bellis led a discussion regarding proposing Practice Book Rule changes which clearly have an impact on or will be impacted by electronic filing. The Committee agreed that a smaller subcommittee led by Judges Bellis and Berger would be formed to draft a proposal to be presented to Justice Zarella prior to the proposed rule changes presented to the Rules Committee. Judge Bellis went on to explain the impact of Practice Book §§11-20B and 4-7 and the strong need for court staff to prepare files and particularly motions and/or objections containing personally identifiable information and notify the Judge accordingly. This issue along with the committee's recommendation to have more extensive electronic file preparation will be implemented under the direction of the Court Operations unit. Further, Judge Bellis presented the Judges' training plan to the Advisory Committee and emphasized the need for consistent training of staff.

Lucio Deluca demonstrated the Judges Laptop First Aid Kit to be readily available in each Judicial District.

Next, Attorney Kierstead explained the issue regarding the attorney filed exclusion from EServices form and proposed a plan to decrease said exclusions for those attorneys and firms who have a large pending caseload with the Branch. Attorney Kierstead continued to update the committee on the progress of the steering committee and its subcommittees. A policy issue was presented to the Judges Advisory Committee by the steering committee with regard to file destruction. That issue was referred back to steering to present a 5 year plan for destruction with particular input from legal services and information technology.

Judges Carroll and Berger updated the committee on their continued work with the Administrative Appeals section of the Bar. Judge Berger gave the committee an overview of his visit to the D.C. courts and their use of electronic transcripts and the electronic file.

Lastly, Judge Carroll recommended that the next meeting be held in the Fall subsequent to the new term and adjourned the meeting at 3:56 PM.