

JUDGES' ADVISORY COMMITTEE ON E-FILING Minutes

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. Patrick L. Carroll III, Attorney Joseph D. D'Alesio, Hon. Arthur A. Hiller, Hon. Aaron Ment, Hon. Joseph H. Pellegrino and Hon. Barbara M. Quinn.

Staff in attendance: Elizabeth Bickley, Nancy L. Kierstead, Daniel B. Horwitch, Alice H. Mastrony, Lucio DeLuca, Rhonda Stearley-Hebert and Janice R. Calvi.

The meeting was called to order at 1:00 PM.

- I. Welcome – The Honorable Patrick L. Carroll III welcomed the members of the committee.
- II. Janice R. Calvi provided the committee with an overview and demonstrated of key features being developed to support a paperless short calendar and paperless courtroom. In addition, Attorney Calvi provided a project update highlighting the following:

7-14-09 Short Calendars will be distributed electronically through EServices.

8-22-09 most Administrative Appeals (A), Eminent Domain (E), Miscellaneous (M) (for example, injunctions) and Wills and Trusts (W) will be efilable.

9-1-09 the branch will require electronic distribution of short calendars, only attorneys with an exclusion and Self-Represented Litigants will receive calendars by US mail. The branch will require that all P 00s- foreclosures from case initiation through disposition be electronically filed by attorneys and law firms absent an exclusion from EServices. Only attorneys with an exclusion and Self-Represented Litigants will be able to file on foreclosure matters on paper.

12-5-09 the branch will require that civil case types, except the following case types:

E-00 (eminent domain and highway condemnation) (case initiation on paper subsequent filings efilable- double fee issues)

Pre-Judgment Remedies (case initiation on paper subsequent filings efilable- double fee issues)

P-30 (drug asset forfeiture cases) (remain on paper- uniformity issues)

M-30 Habeas Corpus Matters (remain on paper- SRL issues)

M-80 Foreign civil judgments (remain on paper- certification issues)

M-81 Housing (remain on paper- uniformity issues)

M-82 Summary Process (remain on paper- uniformity issues)

M-84 Foreign Protective Order (remain on paper- VAWA issues)

be electronically filed by attorneys and law firms absent an exclusion from EServices from case initiation through disposition. Only attorneys with an exclusion and Self-Represented Litigants will be able to file civil matters on paper.

Courts will have the ability to code and scan filings from excluded attorneys and Self-Represented Litigants as well as Judges' decisions/orders.

1-1-10 the branch will be paperless for civil matters; the official record will be the electronic file in the clerk's office and on the Bench.

1-30-10 all notices generated from the Branch will be distributed electronically, only attorneys with an exclusion and Self-Represented Litigants will receive notices by US mail

In a **future release**, all family cases will be efilable, with few exceptions i.e. Restraining Orders & Family Foreign Judgments (remain on paper- VAWA & certification issues).

III. Report back to committee on issues from last meeting:

Daniel B. Horwitch presented proposed language to be added to the Judges' Notes screen for the committee's approval.

Lucio DeLuca presented a proposal for Judges to log-in to the system outside the courthouse for the committee's approval. The committee approved the option for VPN login if requested by a Judge.

Mr. DeLuca and Ms. Bickley presented the pros & cons of the technology needed to convert documents to Optical Character Recognition (OCR) and any disadvantages from a technological

stand point in doing so, i.e. storage and accuracy. The committee unanimously agreed that software would be available to the Judges for them to convert any document as need and that through training attorneys will be encouraged to make certain documents OCRable.

Daniel B. Horwitch reported back to the committee on the issue of destruction under Practice Book P.B. § 7-10. After analyze Attorney Horwitch concluded that additional language need not be added to the rule to cover electronic files.

IV. Continued Policy Decisions

The Honorable Barbara N. Bellis spoke to the committee about the paperless short calendar experiment she has been conducting in Fairfield Judicial District. Judge Bellis highlighted some potential issues she has encountered with regard to paper filings in court and advised that a litigants be trained to efile them. In addition, the committee unanimously agreed that if such filings were to come to the court's attention on paper that they would need to be scanned into the file by court staff and a warning for future matters be expressed to counsel.

The Honorable Patrick L. Carroll III described the proposal for volunteer Judges continue the paperless short calendar / courtroom experiment on or after 8/3/09 (the date for which the prototype will be virtually complete). The Committee asked that Judge Bellis, Joe D'Alesio, Lucio DeLuca and Janice Calvi meet with Judge Carroll to create a proposal for the continuation of said experiment beyond Judge Bellis' courtroom.

V. Lastly, the committee began to entertain discussion with regard to opening up public access to the electronic file. Although there are many issues tabled for further discussion, the committee unanimously agreed that at a minimum the courthouses public PCs and Court Service Center PCs must be able to access the electronic files and would be open to the public on or after 1/1/10. Expanding public access is tabled for the next meeting.

VI. Attorney D'Alesio revisited the issue of developing a Continuity of Operations Plan (COOP) for the paperless system and asked that Alice Mastrony, Janice Calvi and himself prepare the various scenarios that said plan would cover to be presented to the committee for the next meeting. The committee approved the request and tabled this item for future discussion at the next meeting.

The meeting was adjourned at 4:05 PM. The next meeting is scheduled for 1:00 PM on July 30, 2009.