

JUDGES' ADVISORY COMMITTEE ON E-FILING Minutes

On July 30th, 2009, 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. Arthur A. Hiller, Hon. Barbara Bailey Jongbloed Hon. Aaron Ment, Hon. Joseph H. Pellegrino and Hon. Barbara M. Quinn.

Staff in attendance: Melissa Farley, 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.
 - a. Project Update- Janice 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.

- b. Paperless Courtroom Experiment - Training Marketing and Support
The Honorable Barbara N. Bellis spoke to the committee about the paperless short calendar experiment she has been conducting in Fairfield Judicial District. Mr. DeLuca described the training proposal which will be implemented in phases prior to the Judges having to work in a paperless file.
- c. Recommendation on Judges' Electronic Orders / Decisions
The Honorable Patrick L. Carroll III presented the issues regarding Judges electronic signatures. Judges Berger and Carroll recommended that Judges' juris numbers be their electronic signature which is consistent with the attorneys' electronic signatures and sufficient to overcome any issues with regard to identity theft.

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

- a. Projected cost and savings analysis - Beth Bickley reported to the committee that the branch will be saving money based on the fact that calendars will no longer be printed and mailed to attorneys absent an exclusion from EServices. Further, Nancy Kierstead told the committee that approximately 28 FTE (full-time equivalents) will be saved with the impetus of efilng and the mandatory filing requirement. The FTE savings will be reallocated to provide external and internal stakeholders with effective support and training.

III. Continued Policy Decisions

- a. Hybrid Files / Printing - Janice Calvi described for the committee the issues around hybrid files in that civil matters with a return date of 1/1/10 may start coming to the courts as soon as 11/1/09. However, the courts will not be able to scan all documents until 12/5/09. And it will not be mandatory for attorneys to efile on civil matters until 12/5/09 (foreclosures are mandatory 9/1/09). The committee unanimously agreed that hybrid files will be troublesome for court staff, Judges and ultimately the litigants. Therefore, the "paperless file" will be considered any file initiated on or after 12/5/09 having a return date on 1/1/2010 or later. The files coming in between 1/1/09 and 12/4/09 with a return date on or after 1/1/2010 will remain on paper. Said "paperless files" will have a visible indicator so

that court staff. Judges and litigants can easily identify them and said files will not be printed.

- b. Paper Policy- scanning, can originals be destroyed without CGS §51-36 – Daniel Horwitch presented the committee with the Court Operations bill describing the process to be utilized under CGS §51-36. The committee recommended that Melissa Farley re-draft the proposed bill.
- c. Continuity of Operations Plan – the committee agreed to table this discussion so that a workgroup can prepare the various scenarios that said plan would cover.
- d. Public Access- tabled for research

The meeting was adjourned at 4:00 PM. The next meeting is scheduled for 1:00 PM on August 27th, 2009.