

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

On October 7<sup>th</sup>, 2009, the Judges' Advisory Committee on E-filing met at the Ansonia/Milford Judicial District in hearing room 201.

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. Dennis G. Eveleigh and Hon. Barbara M. Quinn.

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

The Honorable Patrick L. Carroll III welcomed the members of the committee and called the meeting to order at 12:00 PM.

Janice Calvi provided the committee with a project update highlighting the following:

- Beginning September 1, 2009, e-filing was mandatory in all foreclosures.
- Beginning December 5, 2009, e-filing of all civil case types will be mandatory for attorneys.
- Statistically, attorney electronic filings have increased based on the mandate. There were a record 38,510 attorney e-filings in September.
- Since July 20<sup>th</sup> Alice Mastrony and Janice Calvi have conducted 75 onsite presentations, including law offices, bar associations and courthouse trainings, the bulk of which were individual law firms. From January 2005 – June, 2009 over 250 training sessions were conducted the total attendance has exceeded 2500 attorneys and legal support staff.
- In light of the above training Janice Calvi recommended to the committee that we provide courthouse training sessions only beginning October 19<sup>th</sup> and discontinue onsite presentations for a while. The courthouse sessions would be held on Mondays in each Judicial District. The session would include a revised slide presentation from 1:00 – 2:15 PM followed by a brief question and answer session from 2:30 – 3:00 PM. The committee unanimously approved the training proposal.

The Honorable Marshall K. Berger Jr. presented the issues faced by court staff regarding the enforcement of the mandatory e-filing requirement. Based on the issues of uniformity with regard to enforcement and the mandate to e-file coupled with court staff shortages the committee agreed to revise the Chief Court Administrator's Procedures and Technical Standards and provide court staff with the policy to return papers if said documents are filed on paper in violation of the mandate to the electronically filed. In addition, a notice will be placed in the law journal and a mailing through EServices will be sent to attorneys with regard to this enforcement policy.

Lucio DeLuca provided the committee with the Judges' training plan. Mr. DeLuca noted that in order to prepare the Bench for the implementation of mandatory electronic filing and paperless files, the introduction and training for Judges and Judge Trial Referees will be provided in three modules, with additional training available upon request.

Joseph D'Alesio and Lucio DeLuca provided the committee with the cost proposal for equipment needed in the paperless courtroom. The committee concluded that the savings associated with the paperless distribution of the short calendars which was

implemented on 9/1/09 would offset the cost associated with the equipment purchase. The committee therefore, authorized the purchase of hardware for the civil courtrooms.

The Honorable Barbara N. Bellis briefly describe the experience she has had in the paperless courtroom and recommended that she work with Janice Calvi to provide standard order templates which can be edited and or tailored for the Judges' interface.

Joseph D'Alesio presented a proposal to create a unit in order to stabilize the services, support and training needed in order to effectively deliver electronic services to the external and internal stakeholders of the branch. The committee unanimously endorsed the proposal.

Joseph D'Alesio described for the committee the issues surrounding the next phases of EServices and proposed options to the committee with regard to phasing in Family Matters, Self-Represented Party Access, Public Access, the Secure Server and replacement of the legacy system. The committee unanimously agreed that the foundation for party and appearance data entry is the critical next step which would lay the foundation for Family Matters and Self-Represented Party Access. In addition, the committee will look to opening up remote access of civil electronic files to the public in 2010 once Practice Book § 4-7 is in effect.

The Continuity of Operations Plan was tabled in order to set-up a workgroup.

### **New Business**

A new issue was raised by Joseph D'Alesio with regard the Administrative Appeals and the electronic submission of the record. The committee recommended that a working group of members of this committee meet with the Administrative Appeals section of the bar to discuss their concerns and propose recommendations to this committee.

The Honorable Marshall K. Berger Jr. briefly discussed the issue of Judge assignment in light of the paperless file. The committee recommended that this issue be raised at the next meeting for further discussion.

The committee adjourned at 1:50 PM and agreed that the next meeting be scheduled subsequent to the Judges first training module after November 3<sup>rd</sup>.