

Public Service and Trust Commission
Jury Communications Review Committee (JCRC) Meeting Minutes

The monthly meeting of the Jury Communications Review Committee (JCRC) was held at 10:00 a.m. on Tuesday January 3, 2012 in Conference Room 133 at 225 Spring Street, Wethersfield, CT.

Members Present: Attorney Karen A. Berris (Chair) via conference call, Chief Russell Downer (via conference call), Attorney Daniel Horwitch, Chief Ines Nieves, Attorney Stephen Ment, and Nancy Gulash

Members Not Present: Shari DeLuca, Kimberly Joyner and Roberta Palmer

Non-member present: Sam Hannan; Acting Jury Administrator

The following issues were discussed by attendees:

1. The minutes from the Jury Communications Review Committee meeting (JCRC) of 12/6/2011 were reviewed and approved by committee as presented.
2. Jury Orientation Video: There is no new information regarding funding of the video. An update will be provided at the next JCRC meeting.
3. List of Publications: An update list will be e-mailed to JCRC member indicating where the forms/letters are being generated. All publications will be scanned and e-mailed to JCRC members.
4. Under Other business:
 - A. Confirmations on Website: The online confirmations are anticipated to start in February 2012. The postponements online are expected to begin in the spring of 2012. A link to view on line screens will be e-mailed to JCRC members.
 - B. Court generated letter: Members discussed a letter distributed at one of the courts to jurors for proof of same day service. Chair of JCRC will seek approval from Chief Administrative Judge to review all forms and letter being utilized in all courts, in an effort to provide standardized forms/letters to be used statewide.
5. The next JCRC meeting is scheduled for February 7, 2012 in room 133 at 225 Spring Street; Wethersfield CT. Members can also attend via conference call. Phone number and codes will be e-mailed to members.
6. The meeting adjourned at 10:45 am.