

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 September 24, 2013 in Conference Room 133 at 225 Spring Street, Wethersfield, CT.

Members Present: Ms. Esther Harris (Chair), Mr. Brandon Pelegano, Ms. Elizabeth Mirmina, Mr. Girvan Dinnall, Ms. Rhonda Hebert, Mr. Frank Rizzo and Ms. Carolina E. Marin.

Members Not Present: Attorney Adam Mauriello, Chief Ines Nieves

The following issues were discussed by attendees:

- 1) Reviewed and approved minutes from 6/4/2013.
- 2) Introduced new members.
- 3) Handed out and reviewed JCRC original charge. Discussed items already accomplished and what is yet to be done. Discussed what is currently being worked on:
 - a. Esther Harris currently working with Steve Marhefsky to obtain grant from the State Justice Institute (SJI) to produce 2 Jury videos (Juror Orientation video and "How-to" video). More information to follow, if grant is approved.
 - b. Discussed the most recent changes to the Jury website. Discussed possible language changes regarding weather cancellations. Final language changes to be emailed to members. The review and recommendations for changes of Jury website to be ongoing.
 - c. Currently in process of developing training about juror cancellation messages at the courts as there has been problems with this. Discussed creating a manual and doing PowerPoint/DVD training. May need to visit each court location to determine telephone equipment being used.
- 4) Other Business:
 - a. A JCRC SharePoint will be created and used by members to review forms/publications and suggest changes.
 - b. Hardships and Felony Notices (both granted and denied) will be uploaded to the JCRC SharePoint for members to review. Suggested changes to be reviewed at next meeting for final approval.
 - c. Will need to review/revise the Jury Service Summons in order to add QR code, discuss information to be included in QR code and translate some information on summons into Spanish.
 - d. Discussed meeting schedule: members to meet last Wednesday of every month.
- 5) The meeting adjourned at 10:53a.m.
- 6) The next JCRC meeting is scheduled for Wednesday, October 30, 2013 in room 133 at 225 Spring Street, Wethersfield, CT. Members may also attend via conference call. Phone number and codes will be e-mailed upon request prior to meeting.