

## PROCESS SERVERS QUARTERLY MEETING AGENDA

<b>Day &amp; Date:</b>	Thursday, October 29, 2015	<b>Location:</b>	Downtown Justice Center 620 West Jackson, 2 <sup>nd</sup> Floor, Rooms 1 & 2
<b>Time:</b>	12:00pm – 1:00 pm	<b>Facilitator:</b>	Michael K. Jeanes

### PURPOSE OF MEETING

Community Awareness; Process Servers, Court and Clerk's Office Information and Exchange Meeting

### OPEN TO THE PUBLIC

#### Names

Clerk of the Superior Court

Justice Court

Superior Court

Process Servers

AOC

Judicial Officers

	<b>Topic</b>	<b>Presenter</b>
1.	Welcoming Remarks	Michael K. Jeanes, Clerk of the Superior Court
2.	Juvenile Filings and Hearing of Severance Cases	Michael K. Jeanes, Clerk of the Superior Court
3.	Customer Service Center and CCB Construction	Michael K. Jeanes, Clerk of the Superior Court
4.	New Process Server Coordinator	Nancy Rodriguez, Deputy Director, Clerk of the Superior Court
5.	Q-Matic at Northeast and Northwest	Nancy Rodriguez, Deputy Director, Clerk of the Superior Court
6.	Q-Matic Issues	Shannon Branham, Administrator, Clerk of the Superior Court
7.	Justice Court Updates	Jeff Fine, Justice Court Administrator
8.	Other Business, Questions and Comments	

**FOR ISSUES YOU WOULD LIKE TO SEE ON FUTURE AGENDAS, PLEASE EMAIL**

**THE COSC PROCESS SERVER MAILBOX AT:**

[PROCESSSERVERCORRESPONDENCE@MAIL.MARICOPA.GOV](mailto:PROCESSSERVERCORRESPONDENCE@MAIL.MARICOPA.GOV)

**NEXT QUARTERLY MEETING – TUESDAY, JANUARY 12, 2016 AT 12:00 PM**

Downtown Justice Center - 620 West Jackson, 2<sup>nd</sup> Floor Training Room 2083

# PROCESS SERVERS QUARTERLY MEETING AGENDA

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## PROCESS SERVERS COURT AND CLERK'S OFFICE INFORMATION AND EXCHANGE MEETINGS

### SCHEDULE OF MEETINGS FOR CALENDAR YEAR 2016

These meetings are scheduled a year in advance;

**JANUARY 12<sup>th</sup>, 2016**                      **TUESDAY**                      **12:00 – 1:00 PM**  
**DOWNTOWN JUSTICE CENTER**  
**620 WEST JACKSON – 2nd FLOOR – SUITE #2083**  
**JUSTICE COURT– TRAINING ROOM**

**APRIL 12<sup>th</sup>, 2016**                      **TUESDAY**                      **12:00 – 1:00 PM**  
**DOWNTOWN JUSTICE CENTER**  
**620 WEST JACKSON – 2nd FLOOR – SUITE #2083**  
**JUSTICE COURT – TRAINING ROOM**

**JULY 12<sup>th</sup>, 2016**                      **TUESDAY**                      **12:00 – 1:00 PM**  
**DOWNTOWN JUSTICE CENTER**  
**620 WEST JACKSON – 2nd FLOOR – SUITE #2083**  
**JUSTICE COURT – TRAINING ROOM**

**OCTOBER 11<sup>th</sup>, 2016**                      **Thursday**                      **12:00 – 1:00 PM**  
**DOWNTOWN JUSTICE CENTER**  
**620 WEST JACKSON – 2nd FLOOR – SUITE #2083**  
**JUSTICE COURT – TRAINING ROOM**

A meeting notice and confirmation of the meeting date will be posted to the Clerk's Web Site approximately one week prior to the scheduled date.

- The agendas and minutes of these meeting are also available
- Please check the Clerk's Web Site and click on Process Servers link

[http://www.clerkofcourt.maricopa.gov/process\\_svr.asp](http://www.clerkofcourt.maricopa.gov/process_svr.asp)

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