## PROCESS SERVERS QUARTERLY MEETING MINUTES

Day & Date:	October 8, 2013	Location:	Downtown Justice Center 620 West Jackson, 2 <sup>nd</sup> Floor, #2083			
Time:	12:00 pm – 1:00 pm	Minutes:	Greg Junge			
Purpose of Meeting						
Community Awareness; Process Servers, Court and Clerk's Office Information and Exchange Meeting						

Open to the Public						
Name	es					
Clerk of the Superior Court Justice Court						
Supe	rior Court	Process Servers				
		Judicial Officers				
Item	Topic		Presenter			
1.	Welcoming Remarks		Michael K. Jeanes,			
		Clerk of the Superior Court				
2.	Budget Status Update	Michael K. Jeanes,				
	Chief Deputy Chris Kelly is currently in discussions wit year's status. Budget is dependent on the economy, be reported at this point.	Clerk of the Superior Court				
3.	eAccess	Michael K. Jeanes,				
	Denise and Eric from Supreme Court are targeting Spring 2014 for rollout. They are finding that it's much more complicated than originally anticipated.		Clerk of the Superior Court			
	The goal is to expand internet access to documents fo general public, Process Servers, and attorneys. They meeting in January with an update and demonstration.					
4.	Fee Deferral Process	Becky Magana, Clerk of the Superior Court				
	Currently looking at how the process can be streamlined and more useful for people who cannot afford to pay, and hold people who can afford to pay more accountable. More information to come as we progress.					
5.	Payment Methods	Becky Magana, Clerk of the Superior Court				
	Effective January 1, 2014, the Clerk of the Court's Office will only accept cash, credit/debit cards, or wire transfers as methods of payment for fees and services from self-represented parties and the public. This change is to move toward guaranteed forms of payment and away from personal and business checks.					
	This is a phased approach that starts with the public eff 2014. At this point, the target date for implementing the everyone, including Process Servers, is Spring 2014. Inot accept personal checks from anyone and moderniz					
	Looking at trust account checks, but no decision has been in the case of bonds, we are looking at wire transfers be guaranteed form of payment.					

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	Electronic filing of case initiation is moving forward with a pilot program in Pima Count. Project has been slowed down because of vendor selection and contract issues. Once the program is up and running and proven to work well, Maricopa County will participate.	
6.	Filing County – Q Matic	Lauri Million, Clerk of the
	Q Matic captures data that can be analyzed, i.e. how many customers come in, customer breakdown by percentage, average wait time, etc. This data provides opportunities to identify trends and make adjustments to help increase positive experiences at the counter and reduce wait times.	Superior Court
	During September at the downtown location, there were a total of 7600 customers, and of those customers; 23% were process servers and 40% were pro pers.	
_	If all goes well, South East Facility will use Q Matic system in the future.	
7.	Service of Process Information Form – HB2392  As of September 1, 2013, law went into effect where there is now a defendant's information form that is being provided when an order of protection is granted. The Court does not need this form when filing the affidavit of service. It is a confidential form that was developed to ensure service was made on the defendant.	Lauri Million, Clerk of the Superior Court
8.	Justice Court Information	James Vance, Deputy
	Southwest Regional Court Facility is still not funded. North Mesa Justice Court will most likely be moving after the first of the year.	Justice Court Administrator
9.	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

Next Quarterly Meeting – Tuesday, January 14, 2014 at 12:00 PM

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

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