

# THE

# BRIEF

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An electronic update for the legal community providing a brief look at news in the Clerk of the Superior Court's Office



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Michael K. Jeanes,  
Clerk of the Superior Court

## MEEDS Month

**F**our years ago, the Clerk of the Court's Office began enrolling law firms and their attorneys in the Minute Entry Electronic Distribution System (MEEDS). Today, there are nearly 4,000 attorneys registered in the system, which automates the entire court minute entry process for adult and non-confidential cases by sorting and electronically sending the entries from the courtroom clerk to the docket, website, and law firms. This fiscal year, the Clerk's Office has emailed over 535,000 minute entries, and in January, we distributed 101,054 minute entries, for an average of 5,053 per day.

Electronic distribution is a fast and accurate way to receive minute entries issued in your cases. By providing the Clerk's Office with basic identifying information, such as an email address and bar number, you can start receiving your minute entries by email. The electronic process is faster than the earlier paper-based model, and the information you receive is the same. After you enroll in electronic distribution, the paper minute entries will continue to be sent for the first 30 days only. After 30 days, only electronic minute entries will be sent.

If you are not enrolled in electronic distribution, you may download the enrollment form through the provided website link to get started (<http://www.clerkofcourt.maricopa.gov/forms.asp>). Or if you know a practicing attorney who doesn't receive *The Brief* and may be interested in receiving their minute entries electronically, please pass on the link to them.

## E-filing Training

**S**ince last summer, the Clerk of the Court's Office has demonstrated its new e-filing system to numerous law firms and more than 500 attorneys and legal support staff. For the past three months, interested legal staff and attorneys have filled the Clerk of the Court's Training Room to capacity to attend the Office's monthly e-filing demonstrations.

It is expected that as additional cases are designated for e-filing in general civil case types, the demand will continue to grow for a look at our innovative e-filing system. With interest increasing statewide, the Office has also participated in a recent State Bar CLE, which was filled to capacity. In August 2005, the Clerk demonstrated the e-filing system to several Arizona Supreme Court Justices.

If you are interested in attending one of the Clerk of the Court's free, monthly one-hour e-filing demonstrations for general civil cases, please visit the following website link for additional details and available training dates <http://eventures.clerkofcourt.maricopa.gov/GenCVE-File.pdf>

Two upcoming demonstrations are scheduled for March 15 and April 19, from 10-11 a.m. and 2-3 p.m. in the Clerk's training room. The training room is located on the 2<sup>nd</sup> floor of the Central Court Building, 201 W. Jefferson St. in Phoenix. A map to the facility is included on the website link.

As a reminder, only cases designated by court order (via minute entry) are permitted to electronically file. The Clerk's Office **does provide** a test site to practice using the system when e-filing expands to your cases. The website address is: <http://cvefilingstage.clerkofcourt.maricopa.gov/main2.asp>.