

Process Servers, Court and Clerk's Office Information and Exchange Presentation

April 12, 2005

Minutes

Welcoming Remarks

- Michael K. Jeanes, Clerk of the Superior Court, welcomed the attendees.

Justice Courts Topics

- Dennis Metrick, Justice Courts Operations Director, was introduced for this topic. Items discussed in an open forum were:
 - Process Server's List Distributed via Justice Courts (Item three of this agenda)
 - ✓ The list was created as a service to court customers. It is becoming increasingly more difficult to maintain. The list is distributed on a quarterly basis by the Justice Courts' Administrative Office and continues to be sorted randomly for equality purposes. It has come to Mr. Metrick's attention that some process servers are listed multiple times, under different company names, which was not felt equitable by the majority of the group. After discussion at large, suggestions were fielded from the group.
 - Limit number of listings to one per business
 - Eliminate the list
 - Re-establish the process servers boxes (not a viable solution)
 - Post business cards in an enclosed glass bulletin board, potentially sponsored by a Court-related agency (not a viable solution)
 - Random sort by telephone prefixes – or process servers name (rotating alphabet) – or by Court location (the last item may not be feasible)
 - ✓ Mr. Metrick commented that Court Cannons are strict and prohibitive of any action that could be construed as advertisement or preferential treatment.
 - ✓ Discussion ended when Mr. Metrick advised he would take these suggestions back to Justice Court Administration for review and resolution.
 - ✓ Those attendees interested in being added to this list should contact Dennis Metrick at 602-506-8569.
 - Inconsistencies in processes throughout all Justice Courts
 - ✓ Mr. Metrick advised that the Court is aware of these inconsistencies and is working diligently to resolve. Because Justice of the Peace is an elected office, it carries with it the opportunity for individual practices. Justice Court Administration strives for uniformity, however cannot guarantee it.
 - Depository Boxes
 - ✓ Establishing Internal Depository Boxes (or self-service counters) similar to those available at Superior Court has been discussed by Justice Court Administrators. It is not feasible at this time, but continues to be reviewed.
 - Consolidated Justice Courts - Update
 - ✓ Mr. Metrick provided an update on Justice Courts to be relocated. The Scottsdale, Northeast Phoenix and Northwest Phoenix Justice Courts will be co-located in the new Northeast Regional Court facility (SR-51 and Union Hills) scheduled to open in September 2005. The Peoria, Glendale, North Valley and Wickenburg Justice Courts will be co-located at the Northwest Regional Court facility in Surprise sometime around the end of 2005. East Phoenix #1, East Phoenix #2, West Phoenix, South Phoenix the Central Phoenix Justice Courts will be co-located at the new Downtown Justice Center (600 West Jackson) scheduled for completion in June 2006.

Process Servers List Distributed via Justice Courts

- Ms. Lauri Thomas, Document Management Administrator, deferred to Mr. Metrick for discussion which was covered under the second item of this agenda. She noted that the most recent list was just published (released on April 8th).

Justice Court Forms

- Ms. Thomas advised the group that Justice Court forms (available on their Website – <http://www.superiorcourt.maricopa.gov/justiceCourts/Info/courtforms.asp>) should not be used for Superior Court filings. They do not comply with Rules of Civil Procedure - Rule 10(d) and often, verbiage is in accordance with Justice Courts matters. Justice Court Administration has updated their website advising that these forms are for Justice Court use only. Filers are being contacted when these forms are used at Superior Court so they can be picked up and properly resubmitted.

Filing Fee Changes

- Mr. Jeanes advised of changes in filing fees effective March 1st. All filing fees, excluding post-adjudication filings, were increased by \$40.00 for purposes of expanding automation systems: \$10 for the Court's Case Management System, \$10 for the Court's Automation Systems and \$20 for the Clerk's EDM System.
- Mr. Jeanes explained that his goal is to have documents "viewable" via the internet to the parties involved in the case (similar to on-line personalized banking). This will require the operation of two simultaneous systems for security and performance issues. Mr. Jeanes announced the expansion of E-Filing to a Criminal Pilot in the DUI Courts at the end of April. He also announced that Judge Swann's Division has been designated as the pilot Civil E-file Court.
- "E-technology" will be developed hand-in-hand with other electronic initiatives. An example provided by Mr. Jeanes was the initiative to accommodate Pro Per's by the Court's further development of their E-Court Forms program. Court Rules will also need to be modified to accommodate the electronic changes and the authorization to end the use of the "paper record."

Court Administration Topics

- Barbara Daniels, Family Court Administration, was introduced for the following presentations.
 - ✓ Judicial Rotations – Update
 - Ms. Daniels provided a handout of Judicial Rotations, advising this is an "ever-changing" document.
 - ✓ Northeast Court Facility - Update
 - Ms. Daniels advised that the facility is on-target to open on September 8, 2005. This facility will have six Family Court Judges, four Civil Judges and two Commissioners with "blended" calendars (CV/PB/FC).
- A process server in the audience inquired about the delivery of documents to the Family Court Judges located at the Durango facility and the difficulties they are having in this area. Ms. Daniels advised the group that these documents could be dropped off at the Family Court Administrative Offices (located on the 6th Floor of the Central Court Building) and they will be delivered via the Court courier to the Family Court Judges located at Durango.

Other Items

- Having no additional items, the meeting was adjourned at 12:58 p.m.