Day & Date:	Wednesday, November 2, 2011	Location:	Downtown Justice Center 620 West Jackson, 2 nd Floor, Rooms 3 & 4 Signage will be posted			
Time:	12:00p – 1:00 pm	Facilitator:	Michael K. Jeanes			
PURPOSE OF MEETING						
Community Awareness; Process Servers, Court and Clerk's Office Information and Exchange Meeting						

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	OPE	N TO THE PUBLIC				
Nan	nes					
Clerk	s of the Superior Court	Justice Court				
Superior Court Process Servers						
AOC	2					
	Topic		Presenter			
1.	Welcoming Remarks		Michael K. Jeanes, Clerk of the Superior Court			
2.	Michael Jeanes announced the new Proc Superior Court Judge Verdin and COSC Mary Young	Michael K. Jeanes, Clerk of the Superior Court				
3.	eFiling and ECR Updates ➤ AZ Turbo Court and ➤ Mandatory Civil Update as of Sep O Status update from a meeting with to Turbo Court changes this month Picase initiation for eFiling. We anticipative in Pima County. When that comes moothly Maricopa County will work eFiling. O September 29, 2011 we have enabled going well. O Clerk's office upcoming plans for the currently completely paper; in Janual implementation of the Electronic Court of the materials into the system so that forms online and eFile. O The Supreme Court is looking into a AZ Turbo Court sometime in the supplementation of PayPal.	he Supreme Court, eFiling on AZ ma County will start testing civil pate by summer 2012 it will go hes about and it's running ek towards case initiation for d'Tax Court eFiling, which is the Juvenile Court where they are ry 2012 we will begin ourt Record. Family Court. The plan is to take a Pro Se litigants will fill out the a different payment process for	Michael K. Jeanes, Clerk of the Superior Court			

4	Dudget Status II adate No major abor	Middaed V I
4.	Budget Status Update No major changes O There are two major items;	Michael K. Jeanes, Clerk of the Superior
	1) 07/01/2012 legislation concerning County inmates sentenced	Court
	to less than a year will stay in County Jail rather than go to DOC.	
	2) When the temporary sales tax expires in mid-2013 the budget could be destabilized.	
5.	CCB Remodel Update	Michael K. Jeanes,
	o Firm date starting the first week of March 2012	Clerk of the Superior
	o Finishing in April of 2013	Court
	Done in two phases	
	O Phase 1; CV filing counter will move over and share the space with FC filing counter and WCB remodel will begin.	
	o Phase 2; all filing counters will move to the WCB remodeled area and the CCB will begin.	
	 Expectations are that it will be really nice, there will be a Quematic number system 	
6.	Year End Tax Filing Preparedness	Becky Magana, Deputy
	Processes will be similar to last year we will have an additional window open and clerks walking the lines helping and answering questions for yearend Tax filings.	Director
7.	Justice Court Information	James Vance, Justice
	o The Justice Courts are piloting two case types, Small Claims and Civil for Electronic Processing at Moon Valley and at Desert Ridge. After the first of the year we will bring the other two regional facilities on board.	Courts
	O Visit the new justicecourts.maricopa.gov website it has been updated. It's planned within the next few months customers will be able to pay fines online.	
	 Additional funding was received for new staff members for the Electronic Processing. 	
	 Funding was also received for a 26th Justice Court in 2013 and a Southwest Regional Court Facility that should come up in 2014 or 2015. 	
8.	Process Service and the <u>Arizona Corporation Commission</u>	Patricia Barfield, Director
	Mr. Jeanes welcomed Patricia Barfield with the Corporation Commission as a special speaker. <u>Hand-out</u> had been provided.	of Corporations
	Patricia began by explaining the ACC processes and directing the Process Servers to her business cards available on the table. Asking them to feel free to call with issues and or questions.	

- o Many people don't realize you can serve the entity through the ACC.
- The ACC is bound by law to log all service, specific information must be logged.
- First big change is in the Notice to Process Servers, page 4
- O Bound by statutes and rules this hand out information is important please read through it.
- o If you need a certified copy you must ask for that, everything returned is not certified.

Example;

- o (Page 7) Title; Certification of Service Accepted and of Mailing.
- O This is not a certified document; this is our declaration of accepting and mailing. If you need this document certified you must specify that.
- The staffs at ACC have noticed an increase of documents being faxed to the office. Later the party comes into the office with more parts to be added to that faxed document, wanting to combine them for service.
 - The office <u>cannot</u> save partial documents hoping that the party comes in with the complete document.
- Each document you want served needs to have the affidavit.
 One affidavit is not a blank for all documents to the party, read the statutory requirements.

When the ACC accepts your documents, you have completed service. You have served the entity.

9. Other Business, Questions and Comments

Michael Jeanes has been advised that some process servers had met with Dave Byers at the AOC. They have a meeting planned sometime in the next couple of weeks concerning a different Process Server (PS) ID cards. This request was on a statewide basis and not only for Maricopa County. More information will be available at the Jan. 10, 2012 PS Meeting.

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 10TH, 2012 AT 12: PM

Downtown Justice Center - 620 West Jackson, 2nd Floor Training Room 2083

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

SCHEDULE OF MEETINGS FOR CALENDAR YEAR 2012

These meetings are scheduled a year in advance;

JANUARY 10th, 2012 TUESDAY 12:00 – 1:00 PM

DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
JUSTICE COURT– TRAINING ROOM

APRIL 10th, 2012 TUESDAY 12:00 – 1:00 PM

DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
JUSTICE COURT – TRAINING ROOM

JULY 10th, 2012 TUESDAY 12:00 – 1:00 PM

DOWNTOWN JUSTICE CENTER
620 WEST JACKSON – 2nd FLOOR – SUITE #2083
JUSTICE COURT – TRAINING ROOM

OCTOBER 9th, 2012 TUESDAY 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

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