

Minutes  
JUDGES' ADVISORY COMMITTEE ON E-FILING  
Bridgeport Juvenile, 1st Floor Conference Room  
Monday April 22, 2013 - 2:00 – 4:00 PM

1. Welcome & Acceptance of Minutes from 01/08/2013 – Judge Carroll called the meeting to order at 2:07 p.m. The minutes as circulated were approved unanimously.
2. Documents on Internet - COSCA Survey Results of Other States – The result of a survey of other states on the display of documents online was provided at the meeting. Based upon the survey and a review of other sites, it is apparent that no other state is providing access to every document in their files. Attorney D'Alesio said that what we would do, if anything, would be to provide access to documents filed in cases with a return date on or after January 1, 2014, not including family cases. Discussion ensued, including how the PACER system works and the experience the federal courts have had with opening files up on the Internet, the concern over providing public access to all kinds of information over the Internet, and the proposed rule to limit the filing of unnecessary sensitive personal medical and financial information. This discussion continued as part of the next agenda item.
3. Displaying Additional Civil Documents on Public Internet - Judge Bellis raised the possibility of displaying only some documents, such as the complaint, as a first step toward making all documents viewable online. Discussion ensued, including the need for increased education for attorneys and self-represented parties about filing unnecessary personal information and the dangers of including such information, adding language to the e-filing system to require filers to certify that they have reviewed the documents for personal information, and the concerns of the media about putting off public access online. The consensus was that the Judicial Branch will prepare to implement public access to documents in cases with return dates on or after January 1, 2014. That preparation will include adding language to the e-filing system about the inclusion of personal information, re-submitting the proposed rule on redacting personal information such as sensitive financial and medical information or otherwise confidential information, and providing notices and on-site education through the Legal Exchanges held in each judicial district.
4. Disabling Internet Access During Jury Selection & Trial – The capability for shutting down Internet access to a file at the time of voir dire has been built, but it was not intended that it be operational until there is public access to files on the Internet. At that time, the clerk would be able to “flip a switch” making the case accessible only at a courthouse. After discussion, the group voted to implement this capability simultaneously with the implementation of online public access to files.
5. Report Back: Retention of Electronic Files – Rules Committee – Nothing new to report.
6. Report Back: Rule Change to Permit Electronic Delivery Confirmation – Attorney DelCiampo said the proposed rule change was unanimously approved for the May 20<sup>th</sup> Public Hearing.
7. Signatures on E-Filed Complaints – This issue has been resolved.

8. Disabling “Email Updates” Per Court Order – A question about developing the capability to stop updates on a file or to a specific person pursuant to a court order came up at the focus groups. SAVIN does not have this capability. Any information that will be in the updates is readily available on the public website now. Removing a single email address would not prevent an individual from creating a new email address and signing up for updates. Given that everything is publically available and that the Branch would be unable to regulate email addresses, the consensus was that no such capability should be built.
9. Viewing a Sealed File at Clerk’s Office & Online – Currently, the only way a person can look at a sealed file is by coming into the clerk’s office and viewing the file “behind the counter.” Most offices do not have the ability to provide the needed access at a separate secure computer. The Steering Committee had suggested allowing appearing attorneys and self-represented parties with electronic access to have remote access online to the sealed file. Discussion ensued, including whether some documents can be viewed by a party but not copied/retained, and what a sealing order means as far as who can see the documents? This discussion was tabled in order to allow Court Operations to research the question.
10. Evaluate Value in Edison Project for “Out Of Office” WFQ Flag – This item was discussed and it was decided that this project is not currently necessary.
11. Judges Scheduling Events in Edison – The group discussed whether Edison should add the capability for an individual judge to schedule events, including other options for a judge to use in creating a calendar, the potential risks of having multiple people scheduling events, and the relative comfort levels of judges in using Edison. After some discussion, this item was placed on the next meeting agenda for further discussion.
12. E-Filing Project Update – P.J. Deak reported that the SRP release was on schedule for May 18, 2013, and the email updates would be released in late 2013. The electronic notices release is projected to occur shortly after the email updates, in winter 2014. Discussions on family with other users (DSS, SES) are underway and the business process requirements are almost complete. Work has begun on other projects, including the exploration of moving housing cases in some courts to the Civil system; implementing electronic filing of executions in small claims cases this summer; migrating small claims to a single database to permit a paperless file; and electronic filing in child protection cases. Adding American Express to the payment options is on hold indefinitely per the comptroller’s office.
13. Family E-Filing Business Process Team – Status – Discussions are ongoing with DSS about sharing data on magistrate’s orders electronically, and a meeting is scheduled to exchange information on how things are processed in family support magistrate court.
14. Additional Family Issues For Discussion - Judge Munro expressed concern about the volume of papers filed at family short calendars, and how this situation should be handled. Do we need to re-imagine how the system operates? Should we require earlier scheduling and marking of cases, such as the current model in Stamford? Would a double calendar date like the current model in New Britain be an option? Discussion ensued on how the process currently works with lawyers coming to court to file papers they have already prepared, and Self-represented Parties usually going to the Court Service Center or to Family Relations to complete the balance of the papers, which are then filed in Court. Various possibilities were

raised, including having the clerk in the courtroom take the papers and then scan and code them later; saying that a case will not be heard until everything is filed, which could permit a party who is unwilling to proceed to indefinitely hold up the case; or having a double calendar day as they do in New Britain, which could cause problems for judges in scheduling trials. This discussion of ways to address the large volume of papers filed in the courtroom for family cases will continue.

The meeting adjourned at 3:30 p.m.