

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

April 17, 2007

Minutes

Welcoming Remarks

- Gordon Mulleneaux, Associate Clerk of the Superior Court, welcomed the group to the meeting and covered item #2 of this agenda. The next quarterly meeting scheduled for July 31st, 2007 will be held in the Board of Supervisors' Conference Room at 301 West Jefferson. The meeting calendar with locations is available on the Clerk's Internet site at:

http://www.clerkofcourt.maricopa.gov/process_svr.asp

ECR and E-File Update

- Gordon Mulleneaux provided an update on E-file initiatives and the Clerk's 1-1-07 Electronic Court Record (ECR) implementation. The ECR is the official court record in accordance with Supreme Court Administrative Order 2006-96 dated November 8, 2006.

<http://www.supremecourt.az.gov/orders/admorder/Orders06/206-96.pdf>

- All documents are scanned when received and temporarily held until all quality control processes have been completed, at which time the documents are destroyed. Mr. Michael Jeanes has participated in our first documents being destroyed as per the Administrative Order.
- E-filing continues to be rolled out to Civil and Criminal Judges' Divisions. Currently all Criminal Judges participate and four Civil Judges are accepting eFiled cases on their calendars. Family Court eFiling is being considered next. This will be added to the Agenda for the July 31st, 2007 Process Servers Meeting for an update at that time.

Justice Court Information

- Gordon Mulleneaux introduced Karen Westover, Deputy Court Administrator for Justice and Limited Jurisdiction General Counsel for an update on the Justice Court processes. Several questions came from the Process Servers. Some were concerned about current process;
 - There have been baskets and stamps for the Process Servers made available at some of the Justice courts filing counters but they are not available at all. Karen explained this will not be standard across the board that there is an open issue of the stamps being miss-used in some areas.
 - A problem of fees being paid and documents being left for the Justice Court to process incoming baskets have been coming up missing or lost many times. The process server is then expected to pay a new fee of \$17.00 with the Justice Courts for the documents to be processed even if proof of payment is given such as a receipt. Karen asked for more exact information such as receipt numbers and or case numbers that she would look into the problem. Karen put her email address kawestov@superiorcourt.maricopa.gov and phone number 602-506-3484 on the white board, asking the participants' to email her with detailed information.

Family Court Judicial Rotations New Specialty Courts in Family Court

- Donna Williams unavailable and was unable to attend; Gordon Mulleneaux introduced Cheri Clark, Program Manager Family Court Conference Center
- Cheri Clark introduced Shannon Branham, Family Court Navigator, to address the Judicial Rotations. Shannon passed out a handout to all attendees on the expected rotations to be taking place.
- Cheri explained the New FC Specialty Courts that have been established which replaces the old Expedited Service process and the types of matters that they address with the court. The newest Maricopa Administrative Order # 2007-22 for Family Court.

<http://cocweb.coc.maricopa.gov/oldcontent/researchplanning/adminorders/2007/07-022.pdf>

Solicitation of Customers at the Filing Counters Night / Saturday Court at the Northeast Regional Court

- Gordon Mulleneaux introduced Sheri Jaffe, Court Operations Manager for the Northeast Regional Court Center, to inform the group that the practice of solicitation of the customers while at the Filing Counters was unacceptable and to please refrain and wait until the customer does leave the counter before approaching them.
- Update on the Night / Saturday Court pilot program. This will be implemented for Family Court matters only at this time. Hours of operation are: Tuesday through Friday from 5:00 to 9:00 p.m. and alternating Saturday's from 8:00 a.m. to 5:00 p.m. No file counter assistance is available at these times to accept filings. The pilot began on January 30, 2007 is going very well. The Judges calendars are kept full. The expansion to other court locations can be expected but with no exact date at this time.
- A New Internal Drop Box is now available at the Northeast Regional Court.

Other Items

- Having no additional items, issues or questions the meeting was adjourned at 12:30 PM.

Location of next Process Servers Quarterly Meeting

- The next meeting; JULY 31st, 2007 from 12:00 to 1:00 PM
- The location; BOARD OF SUPERVISORS' CONFERENCE ROOM, 301 WEST JEFFERSON, 10TH FLOOR.
- The handout provided at the meeting by Shannon Branham, Family Court Navigator has been scanned and attached.

2007 FAMILY COURT JUDICIAL ROTATIONS
(Subject to change)

- Judge Colleen McNally will assume Judge Norm Davis' calendar as the new Presiding Judge of Family Court.
- Judge Harriett Chavez will assume Judge McNally's calendar at the Northwest facility in Surprise.
- A new judge, Bill Brotherton will assume Judge Chavez's calendar in Surprise.
- Judge Kenneth Fields will assume Judge John Buttrick's calendar downtown and upon Judge Fields retirement, Judge Michael McVey will assume his calendar.
- Judge's Grant and Garcia are rotating off Family Court and new judges to be announced will assume their calendars.
- Judge Lisa Flores will assume Judge Rosa Mroz's calendar downtown.
- Judge Al Fenzel will assume Judge Flores' calendar in Mesa.
- Judge Sherry Stephens will assume Judge Connie Contes' calendar in Mesa.
- Judge Ruth Hilliard will assume Judge Cari Harrison's calendar in Northeast.
- Commissioner Aimee Anderson will assume Commissioner Hugh Hegyi's calendar downtown.
- Commissioner Lisa Roberts will assume Commissioner Carolyn Passamonte's calendar downtown.
- Commissioner Steve Kupiszewski will assume Commissioner Susan Brnovich's calendar in Northeast.
- Newly appointed Commissioner Veronica Brame will assume Commissioner David Arrow's calendar.