

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

July 30, 2008
Minutes

Welcoming Remarks

- Honorable Michael K. Jeanes, Clerk of the Superior Court, welcomed the group to the meeting. The meeting started at 12:00. **The next quarterly meeting is scheduled for October 15th, 2008 at 12:00** and will be held in the Downtown Justice Center, 620 West Jackson, in the 2nd floor CTS Training Room Suite 2083. Parking is available in the parking structure across the street at 601 West Jackson. The 2008 meeting calendar is available on the Clerk's Internet site at:
http://www.clerkofcourt.maricopa.gov/process_svr.asp

1. Budget Status

- Mr. Jeanes reviewed the budget status, resources and impact. Explaining the County is currently in a hiring freeze with the estimated recovery date of 2009 or early 2010.

2. Justice Court

- Honorable Judge Sam Goodman was unavailable.

3. Court Administration

- Mr. Jeanes introduced Marylou Strehle, Family Superior Court Administration.
- Marylou Strehle explained they are also affected by the current budget stats and the hiring freeze. She announced several new family court fee's that will be effective August 11, 2008 for the Superior Court.
- **Post Decree Mediation fee - # 290 cost is \$100 per person**
 - Person is directed to Conciliation Services for OTA. Responding party will be directed by the OTA to pay their fee of \$100 before the mediation. If this is a first appearance in the case, the appearance fee is also due (credit memo used for appearance fee).
- **Post Decree Joint Mediation fee - # 290 cost is \$200**
 - Petition is filed with \$200 fee. Person(s) is directed to Conciliation Services
- **Parenting Conference fee - # 291 cost is \$200 per person**
 - Order from Judge to attend parenting conference. Parties are given an instruction sheet to pay \$200 per person before the conference.
- **Parental Conflict Resolution Class fee –**
 - Order from Judge to attend resolution class. Parties are given instruction sheet to pay \$50 per person before class.
- **Family Court Services No Show fee - # 292**
 - (Used for the four conferences/classes listed above and order from Judge for not attending conferences. Existing 608 is used for No Show Mediation (pre))

4. Court Administration Concerns

- Marylou Strehle introduced Donna Williams, Family Court Assistant Administrator.
- Donna Williams reviewed concerns requested by the Commissioners. AZ Rules of Family Law Rule 41c was cited. The process of parties being served was reviewed, these processes must be closely adhered to when accomplishing service.

<http://www.pfiserves.com/pfi/rcp/arizona.htm>

5. eFile and ECR Online Update

- Mr. Jeanes provided an update on continuing eFile initiatives and the Clerk's Electronic Court Record ECR Online. He explained the possibility of permitting eFiling in all Civil cases.
- The ECR Online is available to all Attorneys where they are the Attorney of Record assigned to a case. Registration is easily done at; <https://ecr.clerkofcourt.maricopa.gov/login.aspx>

This application does also allow Pro Per customers to view their documents but they must be a party to the case to view the documents online. As always public court documents will be available at the Public Records areas at all locations. The ECR Online is linked to the Motor Vehicle Department Drivers License database and all parties registering must have a valid AZ driver's license to register on-line.

6. Depository Box Update

- The current night depository box located in the Madison Street Parking Garage, on 1st Avenue and Madison will be moved effective August 15, 2008. The new location for the night depository box will be on 4th Avenue between Madison and Jefferson. There is parking and security available at this location.

<http://www.clerkofcourt.maricopa.gov/news/4AveFilingBox.pdf>

7. Distribution Center Issues

- Mr. Jeanes Kathy Whittiker, Document Management Manager.
- Kathy Whittiker reviewed the issue of the drop boxes and time clocks in the distribution area being moved around. It is very important that these boxes not be moved and/or shuffled.
- Also the Jury Room has been designated as space for the Jurors only, this area can not be utilized by runners as a staging area at any time.

8. Filing Fees Increase 9/26/2008

- Gordon Mulleneaux explained with ARS 12-284 as of September 26, 2008 there will be a filing fee increase. The increase will adjust the base amount on many of filing fees by about 40%. A complete list of items changing will be posted on the web site to review. When the date gets closer visit;

<http://www.clerkofcourt.maricopa.gov/fees.asp>

9. Reject SDS Sensitive Data Sheet Reminder

- Mr. Jeanes introduced Anna Valenzuela, Supervisor Family Filing Counter she discussed the Sensitive Data sheet that has been established due to Administrative Order 2008-021. This is a mandatory part of the initial complaint and response and indicated that if a Sensitive Data sheet does not accompany the initial filing the filing will not be accepted. The Sensitive Data Sheet will be available the filing counters and must be completed to be filed with a document.

10. Process Server Complaints

- There have recently been several complaints with the same nature stating "There is a knock on the door and when the door is opened the server drops the paperwork at the door and states you have been served". After reviewing the process of service and the type of complaints, Mr. Jeanes stated these complaints have not been substantiated but they have come in.

<http://www.clerkofcourt.maricopa.gov/>

Mr. Jeanes explained that if any one has any issues that come they are welcome to contact Lauri Thomas at LThomas@COSC.maricopa.gov we will always try to resolve any problems as quickly as possible. Having no additional items, the meeting was adjourned at 1:00 P.M.

THE NEXT REGULAR MEETING IS SCHEDULED:

**Wednesday, October 15, 2008 from 12:00 – 1:00 PM
620 WEST Jackson – 2nd FLOOR- CTS TRAINING ROOM #2083**