

GJ Code Standardization Meeting

Agenda

Wednesday, January 20, 2021

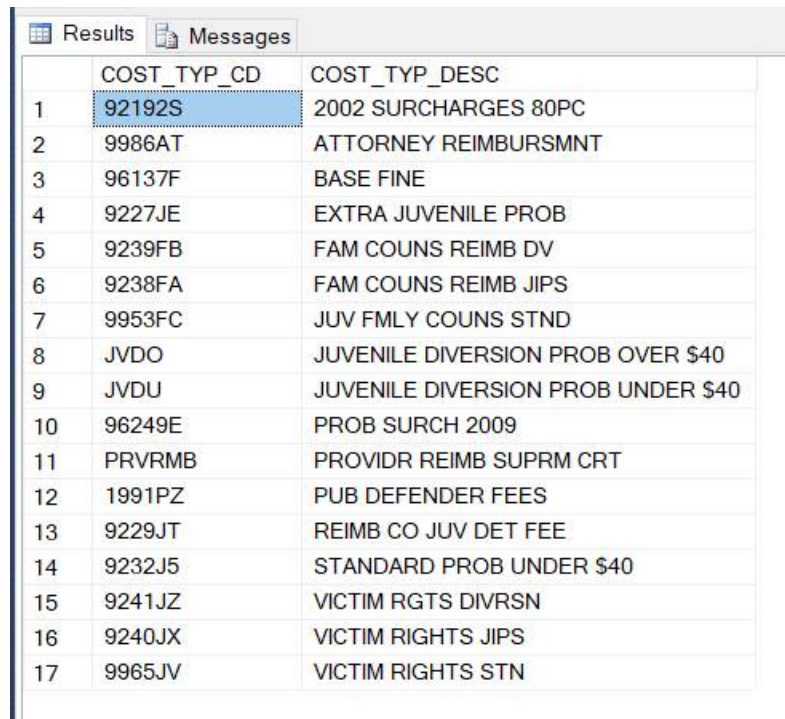
1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597

1/20/2021 Agenda:

AOC

- **Juvenile Case Type - Diversion Consequences:**
 - *The new Minimum Accounting Standards require that adult and juvenile probation fees be paid to the Clerk of the Court. The case type above is not new but has not been used in many courts. This is for diversion cases and can be opened without any charges. We are in the process of creating a fee schedule that can be assessed via an event and will include all cost types that will be used for these juvenile cases. To that end, below is a screen shot of the fee schedule as it exists in Gila County which is the only county that has the new fee schedules. Please review and be prepared to discuss if there needs to be additional cost types added.*



The screenshot shows a window with two tabs: 'Results' and 'Messages'. The 'Results' tab is active, displaying a table with two columns: 'COST_TYP_CD' and 'COST_TYP_DESC'. The table contains 17 rows of data. The first row is highlighted in blue.

	COST_TYP_CD	COST_TYP_DESC
1	92192S	2002 SURCHARGES 80PC
2	9986AT	ATTORNEY REIMBURSMNT
3	96137F	BASE FINE
4	9227JE	EXTRA JUVENILE PROB
5	9239FB	FAM COUNS REIMB DV
6	9238FA	FAM COUNS REIMB JIPS
7	9953FC	JUV FMLY COUNS STND
8	JVDO	JUVENILE DIVERSION PROB OVER \$40
9	JVDU	JUVENILE DIVERSION PROB UNDER \$40
10	96249E	PROB SURCH 2009
11	PRVRMB	PROVIDR REIMB SUPRM CRT
12	1991PZ	PUB DEFENDER FEES
13	9229JT	REIMB CO JUV DET FEE
14	9232J5	STANDARD PROB UNDER \$40
15	9241JZ	VICTIM RGTS DIVRSN
16	9240JX	VICTIM RIGHTS JIPS
17	9965JV	VICTIM RIGHTS STN

- **ORDER: DESIGNATING AS COMPLEX CASE –**
 - *Should this event be hidden and should it have a party tied to it?*

- **The following events have been pushed to production:**
 - **PAYMENT: DEFERRED PROSECUTION**
 - **MEMORANDUM: DELINQUENT RESTITUTION**
 - **MISCELLANEOUS: PREHEARING CONFERENCE AGREEMENT**

GJ Code Standardization Meeting

Agenda

Wednesday, January 20, 2021

1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597

1/20/2021 Agenda:

Jurisdictions Represented:

Cochise – Amy Hunley

Coconino – Val Wyant

Gila – Esther Canez

Graham – Stephanie Newman

Greenlee - Madeline Montoya

La Paz – Ryan Andersen

Maricopa – Chris Driscoll

Mohave – Della Hiser, Cassie Oberlin

Navajo – Marc Russell

Pinal – Odette Apodaca, Elicia Morrow

Santa Cruz – Juan Pablo, Valeria Fuentes, Dolly Legleu

Yavapai – Donna McQuality, Karen Wilkes, Kelly Gregorio, Shannon Shoemake, Heather Diaz

Yuma – Bobbi Jo Dailey

AOC – Marisa Shaffery, April Smith, Nicole LaConte, Christine Sanchez, Jennifer Jones, Cathy Clarich, Teri Munn

AOC

o Juvenile Case Type - Diversion Consequences:

- *The new Minimum Accounting Standards require that adult and juvenile probation fees be paid to the Clerk of the Court. The case type above is not new but has not been used in many courts. This is for diversion cases and can be opened without any charges. We are in the process of creating a fee schedule that can be assessed via an event and will include all cost types that will be used for these juvenile cases. To that end, below is a screen shot of the fee schedule as it exists in Gila County which is the only county that has the new fee schedules. Please review and be prepared to discuss if there needs to be additional cost types added.*

	COST_TYP_CD	COST_TYP_DESC
1	92192S	2002 SURCHARGES 80PC
2	9986AT	ATTORNEY REIMBURSMNT
3	96137F	BASE FINE
4	9227JE	EXTRA JUVENILE PROB
5	9239FB	FAM COUNS REIMB DV
6	9238FA	FAM COUNS REIMB JIPS
7	9953FC	JUV FMLY COUNS STND
8	JVDO	JUVENILE DIVERSION PROB OVER \$40
9	JVDU	JUVENILE DIVERSION PROB UNDER \$40
10	96249E	PROB SURCH 2009
11	PRVRMB	PROVIDR REIMB SUPRM CRT
12	1991PZ	PUB DEFENDER FEES
13	9229JT	REIMB CO JUV DET FEE
14	9232J5	STANDARD PROB UNDER \$40
15	9241JZ	VICTIM RGTS DIVRSN
16	9240JX	VICTIM RIGHTS JIPS
17	9965JV	VICTIM RIGHTS STN

- **All cost types above (except base fine and surcharges) will be included in the payment event of Payment: Juvenile Probation. Mohave requested that 'REIMB CO JUV DET FEE' be added and Graham requested that the Indigent Assessment Fee be added. Yavapai reported that the code used for 'JUV FMLY COUNS STND' is different in their county. I will review all codes that will be included in this fee schedule to make sure the cost type is in all databases.**
- **If there is restitution due, you will need to add a ghost charge in order to assess it. We are working through which statute to use; 00-0000 or XX-XXXX. Once the decision is made we will notify the courts.**

○ **ORDER: DESIGNATING AS COMPLEX CASE –**

- Should this event be hidden and should it have a party tied to it?
- **Popular opinion is that the event should not be hidden and should have a party tied to it. The concern is that the judge will have to select a party from eBench when issuing an order.**
- **After testing with Nicole, we found that the judge would be able to issue the order without selecting a party. If the clerk chooses to update the event by adding comments or other data, then a party will be required to save it. We will be doing a script to show the event on the ROA.**

• **The following events have been pushed to production:**

- **PAYMENT: DEFERRED PROSECUTION**
- **MEMORANDUM: DELINQUENT RESTITUTION**
- **MISCELLANEOUS: PREHEARING CONFERENCE AGREEMENT**

- **We will be contacting Navajo, Santa Cruz and Yavapai in the near future regarding testing of the new fee schedules.**

GJ Code Standardization Meeting

Agenda

Wednesday, March 17, 2021

1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597



3/17/2021 Agenda:

COCHISE

- Request is to either modify the existing **DEMAND FOR NOTICE** to automatically adjudicate the case when docketed or to create a new code such as **DEMAND FOR NOTICE – PROBATE** that would automatically adjudicate as it would improve our workflow.
 - The AOC recently created a new event – **DEMAND FOR NOTICE – CIVIL** – for the purpose of eFiling. If this request is granted, we would update the already existing event.

MOHAVE

- Request for two new events – **NOTICE: APPLICATION FOR INTERSTATE TRANSFER** and **REPLY: APPLICATION FOR INTERSTATE TRANSFER**.
 - Frequently a defendant will apply to have their probation transferred to another state. Our Probation Department notifies us of this by submitting the Notice pursuant to the Interstate Compact for Adult Offender Supervision Rule 4.107(a). When the other state Replies, that document contains confidential information, so it would be helpful if that docket event is automatically restricted in AJACS.
 - We currently just keep these documents on the left side of the file. Now that eFiling is mandatory in criminal cases, Probation needs a way to file them with us, and we need a way to put them in AJACS since there is no "left side of file" anymore.
 - No event codes exist other than generic codes. We need to be able to run reports on the events so that our finance department can modify the financial information in AJACS (stop the accrual of probation) and so "Notice: Notice" or "Reply: Reply" is not going to work.

YAVAPAI

- Request to add Event Category **REFERRAL** and new event **REFERRAL: JUVENILE REFERRAL**:
 - To docket the Juvenile Referral in Juvenile Prop 207 (A.R.S. §36-2853) cases. We are currently using **CITATION: CITATION**.

- Judge Anna Young had a conversation with Jerry Landau and Joe Kelroy about Juvenile Referrals. The issue was taken up to Dave Byers. Judge Young was informed that a juvenile case may be opened with a Juvenile Referral. The Prop 207 first and second offense cases in Yavapai County are being opened using the Juvenile Referral as the case-initiating document.
- AOC recommendation is to use the existing **COMMENCED BY** value of **REFERRAL** as shown below instead of creating a new event category:

The screenshot shows a 'Create a New Case' dialog box with the following fields:

- Filing Date:** 03/11/2021
- Case Type Information:**
 - Court Type:** JUVENILE
 - Case Category:** JUVENILE - OTHER
 - Case Type:** UNCLASSIFIED
 - Case Sub Type:** (empty)
 - Filing Type:** COUNTY ATTORNEY
 - Commenced By:** REFERRAL

- Request for two docket codes **STATEMENT: ADMISSION** and **STATEMENT: DENIAL:**
 - To docket a form indicating the juvenile's entry of admission or denial in juvenile Prop 207 first or second offense cases set forth in A.R.S. §36-2853. We are currently using **MISCELLANEOUS: MISCELLANEOUS**.
 - This "Admit/Deny" form is being utilized in Yavapai County to make a record of if the juvenile admits to the offense and wishes to either pay the fine or take a class in lieu of the fine, or if the juvenile denies the offense and wishes to have a hearing on the matter.

AOC

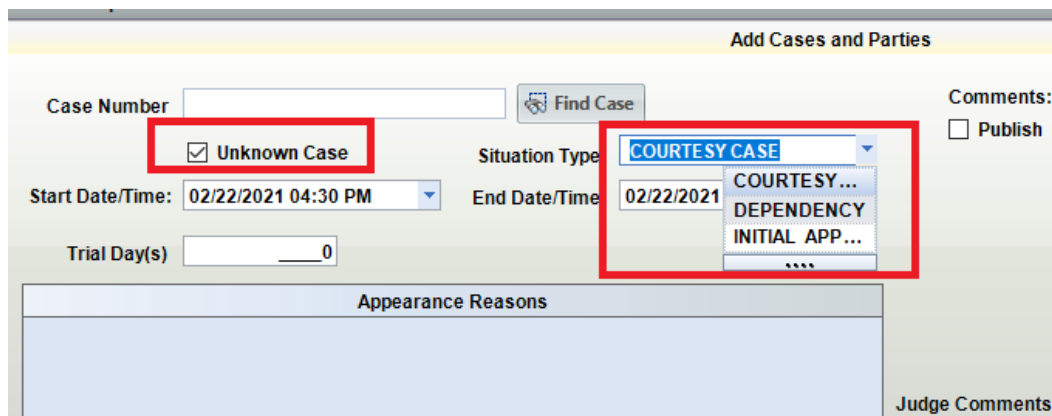
- Discussion on Protective Order Hearing Requests:
 - Marretta will discuss results from surveys sent out on 2/18/2021.
- Fees for Probate Investigators:
 - How does your court assess this? Please be prepared to discuss.
- Unknown Cases:

- The AOC has set up your tables to allow for scheduling courtesy cases. Please see below for process.

Open the session you want to schedule in and select 'Add Case'



Place a check mark in the 'Unknown Case' field and select 'Courtesy Case' from the Situation Type' drop down. The case number will have a prefix of 'UK'



- We have verified that the cost types below are in all production databases. These will be part of 'PAYMENT: JUVENILE PROBATION FEES' schedule that will be pushed out with your new fee schedules. Please let me know if you believe something is missing.

	COST_TYP_CD	COST_TYP_DESC
1	92192S	2002 SURCHARGES 80PC
2	9986AT	ATTORNEY REIMBURSMNT
3	96137F	BASE FINE
4	9227JE	EXTRA JUVENILE PROB
5	9239FB	FAM COUNS REIMB DV
6	9238FA	FAM COUNS REIMB JIPS
7	9953FC	JUV FMLY COUNS STND
8	JVDO	JUVENILE DIVERSION PROB OVER \$40
9	JVDU	JUVENILE DIVERSION PROB UNDER \$40
10	96249E	PROB SURCH 2009
11	PRVRMB	PROVIDR REIMB SUPRM CRT
12	1991PZ	PUB DEFENDER FEES
13	9229JT	REIMB CO JUV DET FEE
14	9232J5	STANDARD PROB UNDER \$40
15	9241JZ	VICTIM RGTS DIVRSN
16	9240JX	VICTIM RIGHTS JIPS
17	9965JV	VICTIM RIGHTS STN

GJ Code Standardization Meeting

Agenda

Wednesday, March 17, 2021

1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597



3/17/2021 Agenda:

Jurisdictions Represented:

Cochise – Bran Miller, Vicki Barton, Rebecca Porter

Gila – Esther Canez, Anita Escobedo

Graham – Stephanie Newman, Heidi Torrio

Greenlee - Madeline Montoya

La Paz – Ryan Andersen

Maricopa – Chris Driscoll

Mohave – Della Hiser, Christina Spurlock

Pinal – Odette Apodaca

Santa Cruz – Juan Pablo, Valeria Fuentes, Dolly Legleu

Yavapai – Donna McQuality, Karen Wilkes, Kelly Gregorio, Shannon Shoemake, Heather Diaz, Rachel

Roehe, Charlotte VanLandingham

Yuma – Bobbi Jo Dailey, Michelle Lackey

AOC – Marisa Shaffery, April Smith, Christine Sanchez, Pat McGrath, Marretta Mathes

COCHISE

- Request is to either modify the existing **DEMAND FOR NOTICE** to automatically adjudicate the case when docketed or to create a new code such as **DEMAND FOR NOTICE – PROBATE** that would automatically adjudicate as it would improve our workflow.
 - The AOC recently created a new event – **DEMAND FOR NOTICE – CIVIL** – for the purpose of eFiling. If this request is granted, we would update the already existing event.
 - This was **withdrawn** after several courts noted that they receive these demands in the middle of a case so adjudicating the case would cause issues for them.

MOHAVE

- Request for two new events – **NOTICE: APPLICATION FOR INTERSTATE TRANSFER** and **REPLY: APPLICATION FOR INTERSTATE TRANSFER**.
 - Frequently a defendant will apply to have their probation transferred to another state. Our Probation Department notifies us of this by submitting the Notice pursuant to the Interstate Compact for Adult Offender Supervision Rule 4.107(a). When the other state Replies, that document contains confidential information, so it would be helpful if that docket event is automatically restricted in AJACS.
 - We currently just keep these documents on the left side of the file. Now that eFiling is mandatory in criminal cases, Probation needs a way to file them with us, and we need a way to put them in AJACS since there is no "left side of file" anymore.
 - No event codes exist other than generic codes. We need to be able to run reports on the events so that our finance department can modify the financial information in AJACS (stop the accrual of probation) and so "Notice: Notice" or "Reply: Reply" is not going to work.
 - This was **tabled** after discussion with the other courts. In most other courts the notice is filed with Probation and Probation then files a Petition to Modify so the courts never see the notice. Mohave is going to talk to Probation to see if it's possible for this process to change.

YAVAPAI

- Request to add Event Category **REFERRAL** and new event **REFERRAL: JUVENILE REFERRAL**:
 - To docket the Juvenile Referral in Juvenile Prop 207 (A.R.S. §36-2853) cases. We are currently using CITATION: CITATION.
 - Judge Anna Young had a conversation with Jerry Landau and Joe Kelroy about Juvenile Referrals. The issue was taken up to Dave Byers. Judge Young was informed that a juvenile case may be opened with a Juvenile Referral. The Prop 207 first and second offense cases in Yavapai County are being opened using the Juvenile Referral as the case-initiating document.
 - AOC recommendation is to use the existing **COMMENCED BY** value of **REFERRAL** as shown below instead of creating a new event category:

The screenshot shows a 'Create a New Case' dialog box with the following fields:

- Filing Date: 03/11/2021
- Case Type Information:
 - Court Type: JUVENILE
 - Case Category: JUVENILE - OTHER
 - Case Type: UNCLASSIFIED
 - Case Sub Type: (empty)
 - Filing Type: COUNTY ATTORNEY
 - Commenced By: REFERRAL

- This was **granted** after much discussion. Many courts do not process their juvenile cases in AJACS but Yavapai has become a pioneer in this process as their judge is very involved. They

have created forms for use in this process. The court wanted an event to link the referral to so just using the 'Commenced By' of 'Referral' would not work for them. It was agreed to add the event of 'Juvenile Referral' to the event category of 'Charging Document' but not display the event category in the description. Della voiced concern that we are adding events for the purpose of Prop 207 when there is a workgroup working on Prop 207. I will be sure to follow up with Susann to make sure the new events will not cause issues or duplicate any of their efforts.

- Request for two docket codes **STATEMENT: ADMISSION** and **STATEMENT: DENIAL:**
 - To docket a form indicating the juvenile's entry of admission or denial in juvenile Prop 207 first or second offense cases set forth in A.R.S. §36-2853. We are currently using **MISCELLANEOUS: MISCELLANEOUS.**
 - This "Admit/Deny" form is being utilized in Yavapai County to make a record of if the juvenile admits to the offense and wishes to either pay the fine or take a class in lieu of the fine, or if the juvenile denies the offense and wishes to have a hearing on the matter.
 - This was **granted**. Many of the courts agreed that if they start entering Juvenile matters in AJACS the codes will be necessary.

AOC

- Discussion on Protective Order Hearing Requests:
 - Marretta will discuss results from surveys sent out on 2/18/2021.
 - After discussion it was agreed that Marretta would submit a request to modify the report to look only at the first request for hearing associated to the plaintiff. After the June release the report will no longer count any other requests for hearing.
- Fees for Probate Investigators:
 - How does your court assess this? Please be prepared to discuss.
 - Most of the courts don't believe they use this. I will meet with Beth to determine if it's ever been used.
- Unknown Cases:
 - The AOC has set up your tables to allow for scheduling courtesy cases. Please see below for process.
Open the session you want to schedule in and select 'Add Case'

Freeze View Details Refresh Edit Session Case(s) Hearing Result Continue Charge/Sentencing Public Defender Specialty Court Contract Print/Email Spec Cntrct Print Spec Cntrct UnSchedule Add Modifi

Judge Name: THE HON BRENDA E OLDHAM Start: 02/22/2021 04:30 PM
Courtroom: Emergency Hearings End: 02/22/2021 05:00 PM Comments
Max Parties: 999 Max Cases: 999 Session type: HEARING

Place a check mark in the 'Unknown Case' field and select 'Courtesy Case' from the Situation Type' drop down. The case number will have a prefix of 'UK'

Add Cases and Parties

Case Number Comments:
 Publish

Unknown Case Situation Type COURTESY CASE

Start Date/Time: 02/22/2021 04:30 PM End Date/Time 02/22/2021 COURTESY ...
DEPENDENCY
INITIAL APP...

Trial Day(s)

Appearance Reasons

Judge Comments:

- We have verified that the cost types below are in all production databases. These will be part of 'PAYMENT: JUVENILE PROBATION FEES' schedule that will be pushed out with your new fee schedules. Please let me know if you believe something is missing.
 - *Shannon from Yavapai noted that the cost type for Fam Couns Reimb JIPS was not working for her. I was able to update their cost type so it now functions properly.*

	COST_TYP_CD	COST_TYP_DESC
1	92192S	2002 SURCHARGES 80PC
2	9986AT	ATTORNEY REIMBURSMNT
3	96137F	BASE FINE
4	9227JE	EXTRA JUVENILE PROB
5	9239FB	FAM COUNS REIMB DV
6	9238FA	FAM COUNS REIMB JIPS
7	9953FC	JUV FMLY COUNS STND
8	JVDO	JUVENILE DIVERSION PROB OVER \$40
9	JVDU	JUVENILE DIVERSION PROB UNDER \$40
10	96249E	PROB SURCH 2009
11	PRVRMB	PROVIDR REIMB SUPRM CRT
12	1991PZ	PUB DEFENDER FEES
13	9229JT	REIMB CO JUV DET FEE
14	9232J5	STANDARD PROB UNDER \$40
15	9241JZ	VICTIM RGTS DIVRSN
16	9240JX	VICTIM RIGHTS JIPS
17	9965JV	VICTIM RIGHTS STN

- **Additional Discussion:**
 - *Pat discussed with the courts the possibility that decisions made in this committee may be elevated to a newly formed committee for final approval in the future.*
 - *I let the courts know that the new case type of 'Paternity w/Legal Dec-Making/Parent Time/Support' has been pushed to their database and that they need to update their security tree in order to use it.*
 - *If your court assesses local fees on criminal cases, that fee is subject to surcharges. We will be discussing this with these courts before we push out the new fee schedules. They will need to decide if the amount they are assessing should include surcharges or if surcharges will be added to the amount.*

GJ Code Standardization Meeting

Agenda

Wednesday, April 21, 2021

1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597

4/21/2021 Agenda:

COCHISE

- Request to modify the existing **WARRANT: WARRANT ORDERED** to be automatically file stamped.

MOHAVE

- Request for two new events – **MINUTE ENTRY: CR PRERIAL CONFERENCE** and **APPLICATION: CERTIFICATE of SECOND CHANCE** (to comply with new legislation):
 - **MINUTE ENTRY: CR PRERIAL CONFERENCE** - *We will tie a form template to that event that will only generate for criminal cases as opposed to generating each time a Minute Entry: Pretrial Conference is docketed in other case types (JD for example).*
 - **APPLICATION: CERTIFICATE of SECOND CHANCE** – *To comply with HB2067:*
 - **§13-905K** - IF THE COURT GRANTS THE APPLICATION TO SET ASIDE THE JUDGMENT OF GUILT, THE COURT'S ORDER MUST INCLUDE **A CERTIFICATE OF SECOND CHANCE** IF THE PERSON HAS NOT PREVIOUSLY RECEIVED A CERTIFICATE OF SECOND CHANCE AND THE PERSON WAS CONVICTED OF A MISDEMEANOR, IF THE PERSON WAS CONVICTED OF A CLASS 4, 5 OR 6 FELONY AND AT LEAST TWO YEARS HAVE ELAPSED SINCE THE PERSON FULFILLED THE CONDITIONS OF PROBATION OR SENTENCE OR IF THE PERSON WAS CONVICTED OF A CLASS 2 OR 3 FELONY AND AT LEAST FIVE YEARS HAVE ELAPSED SINCE THE PERSON FULFILLED THE CONDITIONS OF PROBATION OR SENTENCE.

AOC

- Lead Sheets and Bar Codes:
 - *Are there courts that would like these turned off?*
- New event for eFiling:
 - **MISCELLANEOUS: DIGITAL EVIDENCE EXHIBIT LIST.** *Do you agree with the following flags on this event?*
 - Should a party be required = Yes
 - Should it be ROA hidden= No
 - Is this a system event= No

- Is it sealed or restricted= No
 - Should it display on Public Access = Yes
 - Should the event category be Miscellaneous = Yes
 - Should it be filed stamped = Yes
- PAYMENT: JUVENILE PROBATION FEES
- *The following payment events are active in the production databases but the cost types on these events are included in the fee schedule shown above.*
 - PAYMENT: JV Diversion Prob Over \$40
 - PAYMENT: JV Diversion Prob Under \$40
 - PAYMENT: JIPS MO PROB FEE OVER 40
 - PAYMENT: JIPS MONTH PROB FEE UNDR 40
 - Do you believe these events can be end-dated?
- Vacating a conviction on 13-907.01
- **APPLICATION: VACATE CONVICTION 13-907.01/HUMAN TRAFFICKING** and **ORDER: VACATE CONVICTION 13-907.01/HUMAN TRAFFICKING** were created in 2015. We did not restrict the events because the case was not restricted/sealed unless the application was granted. Below is an excerpt from the minutes. Have the courts been manually restricting these cases?
 - 29.6 Record confidential.

When a court grants an application submitted by a sex trafficking victim, all paper and electronic records of the conviction vacated are confidential. The record will be disclosed upon request to the sex trafficking victim or for good cause as ordered by the court. The court must order that notations be made in law enforcement and prosecution records that the conviction was vacated and the applicant was a victim of a crime.

Members also decided that if the conviction is set aside, the entire case needs to be restricted.

GJ Code Standardization Meeting

Agenda

Wednesday, April 21, 2021

1:30 – 3:30

(602) 452-3533 Meeting ID: 997629597

4/21/2021 Agenda:

Jurisdictions represented:

Cochise – Bran Miller, Daniel Vertrees, Rebecca Porter

Coconino – Valerie Wyant

Graham – Stephanie Newton, Heidi Torrio

Greenlee – Madeline Montoya

Maricopa – Chris Driscoll

Mohave – Della Hiser

Santa Cruz – Valeria Fuentes

Yavapai – Donna McQuality, Kelly Gregorio, Charlie Vanlandingham, Heather Diaz

Yuma – Bobbie Jo Dailey

AOC – Marcus Reinkensmeyer, Marretta Mathes, Patrick McGrath, Nicole LaConte, Melanie Cluff, Catherine Clarich, Christine Sanchez, April Smith

COCHISE

- Request to modify the existing **WARRANT: WARRANT ORDERED** to be automatically file-stamped.
 - ***We are still in the process of determining how the automatic file stamp function should work. When that is resolved we will notify the courts if we are moving forward with this request.***

MOHAVE

- Request for two new events – **MINUTE ENTRY: CR PRERIAL CONFERENCE** and **APPLICATION: CERTIFICATE of SECOND CHANCE** (to comply with new legislation):
 - **MINUTE ENTRY: CR PRERIAL CONFERENCE** - *We will tie a form template to that event that will only generate for criminal cases as opposed to generating each time a Minute Entry: Pretrial Conference is docketed in other case types (JD for example).*
 - ***Mohave is attempting to use the Minute Entry functionality but for this one they would like to use the event and tie a custom form to it. There is functionality in AJACS to tie multiple forms to an event and then select which one you want to print if you use the***

minute entry process but this does not achieve what Mohave wants to do. We are granting this event.

- **APPLICATION: CERTIFICATE of SECOND CHANCE** – To comply with HB2067:
 - §13-905K - IF THE COURT GRANTS THE APPLICATION TO SET ASIDE THE JUDGMENT OF GUILT, THE COURT'S ORDER MUST INCLUDE **A CERTIFICATE OF SECOND CHANCE** IF THE PERSON HAS NOT PREVIOUSLY RECEIVED A CERTIFICATE OF SECOND CHANCE AND THE PERSON WAS CONVICTED OF A MISDEMEANOR, IF THE PERSON WAS CONVICTED OF A CLASS 4, 5 OR 6 FELONY AND AT LEAST TWO YEARS HAVE ELAPSED SINCE THE PERSON FULFILLED THE CONDITIONS OF PROBATION OR SENTENCE OR IF THE PERSON WAS CONVICTED OF A CLASS 2 OR 3 FELONY AND AT LEAST FIVE YEARS HAVE ELAPSED SINCE THE PERSON FULFILLED THE CONDITIONS OF PROBATION OR SENTENCE.
 - **There was much discussion on this. After reviewing §13-905L it was decided to grant this and add the following two events:**
 - **APPLICATION: CERTIFICATE OF SECOND CHANCE**
 - **CERTIFICATE: OF SECOND CHANCE.**
 - **Julie Graber is working on the form for this.**

○ **NOTICE: APPLICATION FOR INTERSTATE TRANSFER and REPLY: APPLICATION FOR INTERSTATE TRANSFER (tabled from last meeting)**

- **This was again tabled. After more discussion Pat recommended a new workgroup to develop a best practice for this issue. Della, Val and possibly Bran will be on the new workgroup and Pat will be sending out a meeting notice in the near future.**

AOC

- Lead Sheets and Bar Codes:
 - Are there courts that would like these turned off?
 - **There are no other courts that want this turned off.**
- New event for eFiling:
 - **MISCELLANEOUS: DIGITAL EVIDENCE EXHIBIT LIST.** Do you agree with the following flags on this event?
 - Should a party be required = Yes
 - Should it be ROA hidden= No
 - Is this a system event= No
 - Is it sealed or restricted= No
 - Should it display on Public Access = Yes
 - Should the event category be Miscellaneous = Yes
 - Should it be filed stamped = Yes
 - **It was agreed that we would wait until we were closer to the deployment of the functionality but Christine contacted me the next day and noted that this event is necessary for the Superior Courts when sending a case to the Court of Appeals therefore, we are moving forward with this request and it is granted.**

- PAYMENT: JUVENILE PROBATION FEES
 - *The following payment events are active in the production databases but the cost types on these events are included in the fee schedule shown above.*
 - PAYMENT: JV Diversion Prob Over \$40
 - PAYMENT: JV Diversion Prob Under \$40
 - PAYMENT: JIPS MO PROB FEE OVER 40
 - PAYMENT: JIPS MONTH PROB FEE UNDR 40
 - Do you believe these events can be end-dated?
 - **No objection. We will be end-dating these events.**

- Vacating a conviction on 13-907.01
 - **APPLICATION: VACATE CONVICTION 13-907.01/HUMAN TRAFFICKING and ORDER: VACATE CONVICTION 13-907.01/HUMAN TRAFFICKING** were created in 2015. We did not restrict the events because the case was not restricted/sealed unless the application was granted. Below is an excerpt from the minutes. Have the courts been manually restricting these cases?
 - 29.6 Record confidential.

When a court grants an application submitted by a sex trafficking victim, all paper and electronic records of the conviction vacated are confidential. The record will be disclosed upon request to the sex trafficking victim or for good cause as ordered by the court. The court must order that notations be made in law enforcement and prosecution records that the conviction was vacated and the applicant was a victim of a crime.

Members also decided that if the conviction is set aside, the entire case needs to be restricted.

 - **Pat sent out a survey regarding this recently and most courts stated that they do not get many of these cases but if they do, they restrict or seal them.**

- **New fee schedules for courts with local fees**
 - **Coconino and Mohave will be the first courts with local fees that will be getting the new fee schedules. Our process will be to send each court a list of the events and case types that we will be associating to their local fees. We ask that you review these documents in a timely manner and get them back to us so that we can stay on schedule.**

- **Pat discussed possible upcoming changes to the Code Standards Request process:**
 - **Requested events (they will still be submitted to the data standards lead) will be categorized by AJACS only or Statewide and the path will be different for each. If it is unique to AJACS it will go through User Group. If there is a request that has statewide impact, that code request will go before the Data Standards Workgroup under the Data Standards Committee. This has not been finalized.**