

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, January 20th, 2010

1:30 – 3:00

(602) 452-3193 Access Code 1116

1/20/2010 Agenda:

- AOC:
 - o How are courts docketing Applications/Affidavits requesting an Order for Temporary Detention of an individual to gather physical evidence?
 - Are these filed as Search Warrant cases?
 - See ARS §13-3905.
 - There was a consensus that courts ordering temporary detention not in an existing case will be filed as a search warrant. However, these are just done by order in an already existing case.
- AOC:
 - o Once DNA is ordered, is anything done by the court to acknowledge DNA has been taken?
 - Is this the courts responsibility or Probation?
 - If it is acknowledged by the court, how are you currently doing so?
 - The courts believe this is up to probation and have no need to be tracking DNA once it has been taken.
- AOC:
 - o FYI: New PO Relationship codes due to SB 1088
 - Add:

PO Relationship Codes
Relationship Name
Romantic or Sexual Relationship
Dating (Not a Romantic or Sexual Relationship)
 - End Date:
 - "Dating never live together"
- Pinal:
 - o Request to add the following document types/subtypes for CR & JV case Categories:
 - Rule 11: Motion for Mental Health Evaluator/Expert
 - Rule 11: Order for Mental Health Evaluator/Expert

- No Objections
- The group also agreed to change “Hearing: Rule 11 Appointment of Evaluators” and “Minute Entry: Rule 11 Appointment of Evaluators” to “Hearing: Rule 11 Appointment of Evaluators/Experts” and “Minute Entry: Rule 11 Appointment of Evaluators/Experts”
- Request to add the following Hearing types & Minute Entries for CR:

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Hearing	Review Rule 11
Hearing	Warrant Review
Hearing	Review Adult Diversion
Minute Entry	Review Rule 11
Minute Entry	Warrant Review
Minute Entry	Review Adult Diversion

- For Hearing: Review Rule 11 and Minute Entry: Review Rule 11, the existing codes of Hearing: Rule 11 Status and Minute Entry: Rule 11 Status are going to be used by Pinal and they remove this request.
- Also, changed Review Warrant to Warrant Review.
- No Objections
- AOC/AJACS Reports Workgroup
 - Request to modify the following result codes:
 - “Jury Trial Concluded” to “Jury Trial Concluded - Verdict”
 - “Court Trial Concluded” to “Court Trial Concluded - Judgment”
 - No Objections
 - Request to add the following result codes:
 - Adjudication Hearing Concluded
 - Jury Trial Concluded - Other
 - Court Trial Concluded - Other
 - No Objections

- FYI:

Hearing	Grand Jury E mpanelment
Minute Entry	Grand Jury E mpanelment

- The above codes were spelled Incorrectly and have been corrected in standardization to read:
 - Hearing: Grand Jury Impanelment
 - Minute Entry: Grand Jury Impanelment
- These need to be corrected in AJACS.
- Spelling now matches ARS.
- Maricopa:
 - Maricopa presented a question on whether the courts are separating monthly probation supervision fees less than \$40 and greater than \$40.

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 - o Once DNA is ordered, is anything done by the court to acknowledge DNA has been taken?
 - Is this the courts responsibility or Probation?
 - If it is acknowledged by the court, how are you currently doing so?
 - The courts believe this is up to probation and have no need to be tracking DNA once it has been taken.
- AOC:
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 - Add:

PO Relationship Codes
Relationship Name
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 - End Date:
 - “Dating never live together”
- Pinal:
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- No Objections
- The group also agreed to change “Hearing: Rule 11 Appointment of Evaluators” and “Minute Entry: Rule 11 Appointment of Evaluators” to “Hearing: Rule 11 Appointment of Evaluators/Experts” and “Minute Entry: Rule 11 Appointment of Evaluators/Experts”
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Minute Entry	Review Adult Diversion

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- Also, changed Review Warrant to Warrant Review.
- No Objections
- AOC/AJACS Reports Workgroup
 - Request to modify the following result codes:
 - “Jury Trial Concluded” to “Jury Trial Concluded - Verdict”
 - “Court Trial Concluded” to “Court Trial Concluded - Judgment”
 - No Objections
 - Request to add the following result codes:
 - Adjudication Hearing Concluded
 - Jury Trial Concluded - Other
 - Court Trial Concluded - Other
 - No Objections

- FYI:

Hearing	Grand Jury E mpanelment
Minute Entry	Grand Jury E mpanelment

- The above codes were spelled Incorrectly and have been corrected in standardization to read:
 - Hearing: Grand Jury Impanelment
 - Minute Entry: Grand Jury Impanelment
- These need to be corrected in AJACS.
- Spelling now matches ARS.
- Maricopa:
 - Maricopa presented a question on whether the courts are separating monthly probation supervision fees less than \$40 and greater than \$40 on their reports to finance. On a memo sent from Finance to Maricopa, they are stating they no longer need them separated for cases sentenced and monies assessed after

5/2/2009. Finance currently has this question and will provide further clarification.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, February 24th, 2010

1:30 – 3:00

(602) 452-3193 Access Code 1116

2/24/2010 Agenda:

- AOC/AJACS Reports Workgroup
 - o Request to add the following Party Status to CR & JV
 - Post Judgment Warrant
- Pima:
 - o Request to add 3rd Party Plaintiff and 3rd Party Defendant to Family Law case category.
- AOC:
 - o Request to add the following Result code:
 - "Mistrial"
 - o Request to add the following Document Types/Subtypes to all Case Categories:
 - Notice: Voluntary Dismissal with Prejudice
 - Notice: Voluntary Dismissal without Prejudice
- FYI:
 - o "Commenced By" has been added to Code Standardization based on codes currently populating this table in AJACS.
- Coconino:
 - o Coconino would like to add "Non-Supervening Indictment" as a commenced by option. Should they be using "Indictment" as there already is a "Supervening Indictment?"
- Pinal:
 - o Request to add the following Document Types/Subtypes to Family Law:
 - Petition: Post Decree/Judgment Petition
 - Motion: Post Decree/Judgment Motion
 - *The reason for this request is that we no longer have the "Post Judgment Petition" code and when a non-modification/enforcement filing is submitted we still need to be able to track it. For example, I came across a case where the party filed a Motion re: Proof of Employment (for child support purposes. This is considered a post decree/judgment filing and I need to be able to track it.*

- Request to add the following Document Types/Subtypes to Family Law:
 - Stipulation: Stipulation To Modify Custody
 - Stipulation: Stipulation To Modify Parenting Time
 - Stipulation: Stipulation To Modify Support
 - Stipulation: Stipulation To Modify Decree
 - Stipulation: Stipulation To Modify Spousal Maintenance
 - Stipulation: Stipulation To Stop/Modify Wage Assignment
 - Stipulation: Stipulation To Modify
 - Stipulation: Stipulation For Relocation
 - Petition: Petition For Paternity
 - Petition: Petition For Paternity/Custody
 - Petition: Petition For Paternity/Custody/Support

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Wednesday, February 24th, 2010

1:30 – 3:00

(602) 452-3193 Access Code 1116

2/24/2010 Agenda:

- AOC/AJACS Reports Workgroup
 - o Request to add the following Party Status to CR & JV
 - Post Judgment Warrant
 - No Objections
- Pima:
 - o Request to add 3rd Party Plaintiff and 3rd Party Defendant to Family Law case category.
 - 3rd Party Petitioner
 - 3rd Party Respondent
 - Further information to be provided by Pima. Will discuss further via email.
 - Pima has withdrawn request.
- AOC:
 - o Request to add the following Result code:
 - "Mistrial"
 - No objections
 - o Request to add the following Document Types/Subtypes to all Case Categories:
 - Notice: Voluntary Dismissal with Prejudice
 - Notice: Voluntary Dismissal without Prejudice
 - Two Objections were noted. Discussion occurred as to why the generic Notice: Dismissal/Case could not be used. Initial request is due to radio buttons AZ Turbo Court user can select which denote the above requests. Depending on which radio button is selected, one of the two above requested codes will be docketed. Pursuant to ARCP 41(a), a plaintiff may file a Notice of Voluntary Dismissal with or without prejudice. Unless the Notice states the Notice of Dismissal is with prejudice, the dismissal is without prejudice.
 - Since both Document Types are prescribed by ARCP 41(a) and all but two people agreed to add the codes, both will be added.
 - o Request to add the following Payment Code to Civil, Probate and Family Law Court Types:

- Stipulation: Stipulation To Modify Decree
- Stipulation: Stipulation To Modify Spousal Maintenance
- Stipulation: Stipulation To Stop/Modify Wage Assignment
- Stipulation: Stipulation To Modify
- Stipulation: Stipulation For Relocation
- Petition: Petition For Paternity
- Petition: Petition For Paternity/Custody
- Petition: Petition For Paternity/Custody/Support
- There were objections to these requests since there currently is a generic code in code standardization for the above requested codes. The objector questioned why the generic code cannot be used and in the comments they will track the specific type of stipulation that is being filed. It was discussed that these are for tracking purposes so the user does not have to go into each case to determine the specific type of stipulation to modify that was filed.
- The requestor was not on the phone call, so this item is tabled to for the next GJ Code Standardization meeting for clarification.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, March 17th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

3/17/2010 Agenda:

Items from the 2/24/2010 meeting:

- Coconino:
 - o Coconino would like to add “Non-Supervening Indictment” as a commenced by option. Should they be using “Indictment” as there already is a “Supervening Indictment?”
 - o There were objections to adding this since there are already three indictment commenced by options: Supervening Indictment, Direct Indictment and Indictment. Bert Cisneros joined the call to discuss that using any of these options will not affect stats. The requestor is requesting this code as Coconino uses it to indicate that the indictment is sealed. Since the three existing indictments are all tracked the same way for stats, the option for Coconino to use “Indictment” as the code in lieu of using “Non-Supervening Indictment” as a way to indicate the indictment is sealed was presented since no other counties on the line use “Non-Supervening Indictment” and since Coconino only currently uses Supervening and Non-Supervening Indictment. Coconino requested that more counties be given the chance to determine if “Non-Supervening Indictment” should be added or if they should change their terminology to the already existing “Indictment.” I will include this request and discussion in an email to the GJ Code Standardization Distribution List.
 - o This item is tabled until the March 17th meeting.
- Pinal:
 - o Request to add the following Document Types/Subtypes to Family Law:
 - Stipulation: Stipulation To Modify Custody
 - Stipulation: Stipulation To Modify Parenting Time
 - Stipulation: Stipulation To Modify Support
 - Stipulation: Stipulation To Modify Decree
 - Stipulation: Stipulation To Modify Spousal Maintenance
 - Stipulation: Stipulation To Stop/Modify Wage Assignment
 - Stipulation: Stipulation To Modify
 - Stipulation: Stipulation For Relocation

- Petition: Petition For Paternity
- Petition: Petition For Paternity/Custody
- Petition: Petition For Paternity/Custody/Support
- There were objections to these requests since there currently is a generic code in code standardization for the above requested codes. The objector questioned why the generic code cannot be used and in the comments they will track the specific type of stipulation that is being filed. It was discussed that these are for tracking purposes so the user does not have to go into each case to determine the specific type of stipulation to modify that was filed. The requestor was not on the phone call, so this item is tabled to for the next GJ Code Standardization meeting for clarification.

New Agenda Items:

- Pinal:
 - Request to add the following Document Types/Subtypes to Family Law:
 - Motion: Qualified Domestic Relations Order
 - Petition: Qualified Domestic Relations Order
 - Request to add the following Sentence Code to JV cases:
 - Formal Reprimand
- Yuma:
 - Request to add the following Hearing Type and Minute Entry (Appearance Reasons) to CR:
 - Hearing: Final Trial Management Conference
 - Minute Entry: Final Trial Management Conference
 - These are both provided for by Administrative Order 2002-112.

Addendum:

- Coconino:
 - What are the other counties using to set Resolution Management Conferences? What Notice or Order are they using to inform the parties of the time and place of the Resolution Management Conference?

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, March 17th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

3/17/2010 Agenda:

Items from the 2/24/2010 meeting:

- Coconino:
 - o Coconino would like to add “Non-Supervening Indictment” as a commenced by option. Should they be using “Indictment” as there already is a “Supervening Indictment?”
 - o Discussion occurred and the requesting county withdrew this request at this time. This code will not be added to code standardization, but may be requested at a later date. Sheri suggests that Debbie get with the county attorney and if he would like to file over the counter, they be filed as misdemeanor complaints. Coconino will discuss changing their terminology with the County Attorney.
 - o This code will not be added at this time.
- Pinal:
 - o Request to add the following Document Types/Subtypes to Family Law:
 - Stipulation: Stipulation To Modify Custody
 - Stipulation: Stipulation To Modify Parenting Time
 - Stipulation: Stipulation To Modify Support
 - Stipulation: Stipulation To Modify Decree
 - Stipulation: Stipulation To Modify Spousal Maintenance
 - Stipulation: Stipulation To Stop/Modify Wage Assignment
 - Stipulation: Stipulation To Modify
 - Stipulation: Stipulation For Relocation
 - Petition: Petition For Paternity
 - Petition: Petition For Paternity/Custody
 - Petition: Petition For Paternity/Custody/Support
 - Order: Approving the Stipulation
 - After discussion, all codes were approved and added since they are needed for tracking.
 - Generic “Order: Approving the Stipulation” was also approved and added.

New Agenda Items:

- Pinal:
 - o Request to add the following Document Types/Subtypes to Family Law:
 - Motion: Qualified Domestic Relations Order
 - Petition: Qualified Domestic Relations Order
 - Discussion occurred as to why both of these codes are necessary. The requestor agreed this is a training issue so the group only approved the Petition: Qualified Domestic Relations Order and not the Motion.
 - o Request to add the following Sentence Code to JV cases:
 - Formal Reprimand
 - Tabled for next meeting.
- Yuma:
 - o Request to add the following Hearing Type and Minute Entry (Appearance Reasons) to CR:
 - Hearing: Final Trial Management Conference
 - Minute Entry: Final Trial Management Conference
 - These are both provided for by Administrative Order 2002-112.
 - This will be added as Final Pretrial Conference as the AO is from Maricopa County and Yuma is okay with this.
 - “Hearing: Final Pretrial Conference” and “Minute Entry: Final Pretrial Conference” will be added to CR. These codes already exist in code standardization for JV.

Addendum:

- Coconino:
 - o What are the other counties using to set Resolution Management Conferences? What Notice or Order are they using to inform the parties of the time and place of the Resolution Management Conference?
 - o Requestor (Gila) withdrew current request and are going to use generic notice code when this is completed as a Notice and will track based on the hearing type of Hearing: Resolution Management Conference.
 - o There are already three codes in code standardization covering Resolution Management Conference under FL:

All Documents	
Document Type	Document Sub-Type
Order	Continuing Resolution Management Conference
Order	Resetting Resolution Management Conference
Order	Setting Resolution Management Conference

- These codes were not in AJACS, but will be added under FL.

Discussion:

- Della would like a criminal release hearing. There is under juvenile but not in criminal. Some other counties use review hearing.
 - o Add Hearing: Release Hearing and Minute entry: Release Hearing to the next agenda. Keith will do some research in the meantime.

- “Pre-Violation Conference (PVC)” Appearance Reason is spelled incorrectly in Mohave’s AJACS database. GJ CMS team will need to check all databases to ensure this spelling error is corrected.

- Apache raised the issue of System Generated Documents are overwriting scanned OnBase document titles if the same document is filed. Problem occurred on an old document which was scanned into OnBase and then when a system generated document with the same title was generated; it replaced the title of the document scanned into OnBase. This is a known issue and was documented as a QC, but Sue wanted to let everyone know in case this is not fixed and duplicate documents/events will need to be created as a work around.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, April 21st, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

4/21/2010 Agenda:

Items from the 3/17/2010 meeting:

- Pinal:
 - o Request to add the following Sentence Code:
 - Formal Reprimand
- Navajo:
 - o Navajo would like a Release Hearing added to Criminal.
 - o Some other counties use Review Hearing for this matter.
 - Hearing: Release Hearing
 - Minute entry: Release Hearing

New Agenda Items

- Mohave:
 - o Request to add Case Status of "Inactive" to Administrative and Juvenile Court Types. This code currently exists for Civil, Family Law, and Probate.
- Clerk's User Group:
 - o Request to add the "Entry of Records Clearance" as a new case type under Civil court type and Civil case category.
 - Pursuant to §13-4054
 - *The business process for these filings is when the person was charged in the Superior Court, the petition is filed in the criminal case file (thus no fee required). If the person was charged in another court or never charged after an arrest, the filing is filed in a civil case. The Clerks determined, after much deliberation, no fee is required in this instance and therefore request a new case type that will not have a fee schedule attached.*
 - Do we need to add the Document Types/Subtypes of "Petition: Clearance of Record" and "Order: Clearance of Record" to CV (Already exists for CR)?

- Do we need to add Hearing Type and Minute Entry of “Hearing: Petition – Clearance of Record” and “Minute Entry: Clearance of Record” to CV (Already exists for CR)?

- Coconino:

- Request to add the following Hearing Type and Minute Entry to JV:
 - Hearing: Juvenile Disposition
 - Minute Entry: Juvenile Disposition
 - It is also requested that “Minute Entry: Juvenile Disposition” automatically change the case status to adjudicated.

- Pinal:

- Request to add the following Hearing Types and Minute Entries to CR:

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Hearing	Initial Appearance in Early Disposition Court-Continue EDC Hearing
Hearing	Initial Appearance in Early Disposition Court-Change of Plea
Hearing	Initial Appearance in Early Disposition Court-Change of Plea and Sentencing
Hearing	Continue Early Disposition Court Hearing
Minute Entry	Initial Appearance in Early Disposition Court-Continue EDC Hearing
Minute Entry	Initial Appearance in Early Disposition Court-Change of Plea
Minute Entry	Initial Appearance in Early Disposition Court-Change of Plea and Sentencing
Minute Entry	Continue Early Disposition Court Hearing

- *These are needed for use in tracking time to disposition as well as Early Disposition Court stats.*

- Yavapai:

- Question: When a child is adjudicated as a dependent or a delinquent, should the party or case status change to “Adjudicated” or does it remain open and active?
- Request to add “Hearing: Change of Plea” and “Minute Entry: Change of Plea” to JV.
 - Already exists for CR.

- Pima:

- Question: How do the other counties handle appeals from the lower courts when the case is an appeal for a domestic violence case? What case category do they use?

- Gila:

- Question: Should we limit the trial type selections in AJACS and Standardization to Jury, Bench, or Non-Trial?
 - Currently we have the following Codes:

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Trial	Adjudication
Trial	Aggravation or Mitigation - Non Capital Case

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Trial	Aggravation Proceeding in a Capital Case
Trial	Court Trial
Trial	Court Trial - Arbitration Appeal
Trial	Court Trial - In Process
Trial	Court Trial Re Prior Convictions
Trial	Custody Trial
Trial	Custody Trial in Progress
Trial	Jury Deliberations
Trial	Jury Questionnaire
Trial	Jury Selection
Trial	Jury Trial
Trial	Jury Trial - Arbitration Appeal
Trial	Jury Trial - In Progress
Trial	Jury Trial Re Prior Convictions
Trial	Order - Resetting/Continue
Trial	Sentencing
Trial	Trial De Novo
Trial	Voir Dire Examination

- *Information regarding this field in AJACS: The trial type field is used for the stat and CourtTool reports. The reason we had to have it on the adjudication screen is because we needed to be able to tie the trial type to an individual charge/disposition for the reports. We couldn't get that information by only using the calendar. The stat and CourtTool reports are why the disposition by and the trial types fields are required.*

On the criminal manner of disposition reports there are columns for Total Jury Trials, Total Bench Trials and then Total Non Trial Dispositions. This information is being obtained by the trial type field on the adjudication screen. If a trial type of Court trial is selected it is counted as a bench trial. If a trial type of JURY TRIAL or TRIAL DE NOVO is selected it will be counted as a Jury trial. All other selections will be counted as non-trials.

- Yuma:
 - Request to add "Restricted" as an Address Type.
 - This will allow the Courts to flag an address as restricted.

Addendum:

- Yavapai:
 - Request to add the following Hearing Type and Minute Entry to JV:
 - Hearing: J.U.S.T. Court
 - Minute Entry: J.U.S.T. Court
 - Request to add the following Document Type/Subtype to JV:

- Order: J.U.S.T. Court
- *Yavapai County is a pilot court for J.U.S.T. Court (Juveniles Under Supervision and Treatment Program). The case category would be Juvenile Delinquency. J.U.S.T. Court provides an avenue for imposing additional sanctions on a Juvenile when they violate terms of probation without the filing of a Petition by the County Attorney.*

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Agenda

Wednesday, April 21st, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

4/21/2010 Agenda:

Items from the 3/17/2010 meeting:

- Pinal:
 - o Request to add the following Sentence Code:
 - Formal Reprimand
 - This is for Juvenile but AJACS doesn't differentiate sentence type by court type. The sentence is simply, a formal reprimand.
 - There were no objections and this will be added to code standardization.
- Navajo:
 - o Navajo would like a Release Hearing added to Criminal.
 - o Some other counties use Review Hearing for this matter.
 - Hearing: Release Hearing
 - Minute entry: Release Hearing
 - o Could the following codes be used?

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Hearing	Motion - Modify/Clarify/Review Conditions of Release
Minute Entry	Motion - Modify/Clarify/Review Conditions of Release

- These codes will be presented to the Court and they will determine if they are viable options. If not, we will add them to the next agenda, but for now these codes are not approved and will not be added to code standardization.

New Agenda Items

- Mohave:

- Request to add Case Status of “Inactive” to Administrative and Juvenile Court Types. This code currently exists for Civil, Family Law, and Probate.
 - It was asked if “stayed” would suffice. It was explained that this is used when further action is requested from the filer but not followed through with and the case is put on the inactive calendar.
 - There were no objections and this will be added to code standardization.
- Clerk’s User Group:
- Request to add the “Entry of Records Clearance” as a new case type under Civil court type and Civil case category.
 - Pursuant to §13-4051
 - *The business process for these filings is when the person was charged in the Superior Court, the petition is filed in the criminal case file (thus no fee required). If the person was charged in another court or never charged after an arrest, the filing is filed in a civil case. The Clerks determined, after much deliberation, no fee is required in this instance and therefore request a new case type that will not have a fee schedule attached.*
 - There were no objections, however it was discussed that this case type be titled “Clearance of Record” and the group agreed with the change and it will be added to code standardization
 - Do we need to add the Document Types/Subtypes of “Petition: Clearance of Record” and “Order: Clearance of Record” to CV (Already exists for CR)?
 - There were no objects and these will be added to code standardization.
 - Do we need to add Hearing Type and Minute Entry of “Hearing: Petition – Clearance of Record” and “Minute Entry: Clearance of Record” to CV (Already exists for CR)?
 - There were no objects and these will be added to code standardization.
- Coconino:
- Request to add the following Hearing Type and Minute Entry to JV:
 - Hearing: Juvenile Disposition
 - Minute Entry: Juvenile Disposition
 - It is also requested that “Minute Entry: Juvenile Disposition” automatically change the case status to adjudicated.
 - The group suggested “Hearing: Adjudication/Disposition” and “Minute Entry: Adjudication/Disposition” be used in lieu of this request. Coconino will follow up to determine if this is a viable option. If not, we will add these to the next agenda, but for now these codes are not approved and will not be added to code standardization.

- The group agreed that “Minute Entry: Adjudication/Disposition” should automatically change the case status to “Adjudicated.”
- Stephanie Lujan will test to see if “Minute Entry: Adjudication/Disposition” is entered twice on a case, if this will change the date of when the case status changed or if it keeps it as the original date when the case status changed to “Adjudicated”

- Pinal:

- o Request to add the following Hearing Types and Minute Entries to CR:

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Hearing	Initial Appearance in Early Disposition Court- Continue EDC Hearing
Hearing	Initial Appearance in -Early Disposition Court-Change of Plea
Hearing	Initial Appearance in Early Disposition Court-Change of Plea and Sentencing
Hearing	Continue Early Disposition Court Hearing
Minute Entry	Initial Appearance in Early Disposition Court-Continue EDC Hearing
Minute Entry	Initial Appearance in Early Disposition Court-Change of Plea
Minute Entry	Initial Appearance in Early Disposition Court-Change of Plea and Sentencing
Minute Entry	Continue Early Disposition Court Hearing

- o *These are needed for use in tracking time to disposition as well as Early Disposition Court stats.*
- o *There were no objections and these codes will be added as seen above with changes made by the original requestor.*

- Yavapai:

- o Question: When a child is adjudicated as a dependent or a delinquent, should the party or case status change to “Adjudicated” or does it remain open and active?
 - This question was discussed and the group agreed that the Party Status on a Juvenile Dependency case will automatically change to “Adjudicated Dependent” when “Order: Dependency” has been filed.
 - If there are multiple parties, but only one is Adjudicated Dependent, the group agreed they can track this in the comments.
 - The group agreed that the Party Status on a Juvenile Delinquency case will automatically change to “Adjudicated Delinquent” when “Order: Adjudication” has been filed.
- o Request to add “Hearing: Change of Plea” and “Minute Entry: Change of Plea” to JV.
 - Already exists for CR.
 - *We just had an incident occur where a juvenile was being transferred to adult court and the judge set a COP hearing under the JV number. He has not received an adult case number yet but the JA wanted to input the COP hearing in AJACS but she didn’t have the option for “COP” in the list.*
 - *The requesting Court withdrew this request as they will wait to schedule this under the Criminal case number.*

- Pima:

- Question: How do the other counties handle appeals from the lower courts when the case is an appeal for a domestic violence case? What case category do they use?
 - The requestor clarified this question was for protective orders. The group agreed to add a new case type of “LCA- Protective Orders” falling under the Court Type of Civil and Case Category of Civil to handle these appeals. Discussion occurred that Appeals from Lower Courts should be dealt with as Civil or Criminal as higher Appeals Courts handle them this way.

- Gila:

- Question: Should we limit the trial type selections in AJACS and Standardization to Jury, Bench, or Non-Trial?
 - Currently we have the following Codes:

Hearing Types and Minute Entries	
Calendar Type	Calendar Event
Trial	Adjudication
Trial	Aggravation or Mitigation - Non Capital Case
Trial	Aggravation Proceeding in a Capital Case
Trial	Court Trial
Trial	Court Trial - Arbitration Appeal
Trial	Court Trial - In Process
Trial	Court Trial Re Prior Convictions
Trial	Custody Trial
Trial	Custody Trial in Progress
Trial	Jury Deliberations
Trial	Jury Questionnaire
Trial	Jury Selection
Trial	Jury Trial
Trial	Jury Trial - Arbitration Appeal
Trial	Jury Trial - In Progress
Trial	Jury Trial Re Prior Convictions
Trial	Order - Resetting/Continue
Trial	Sentencing
Trial	Trial De Novo
Trial	Voir Dire Examination

- *Information regarding this field in AJACS: The trial type field is used for the stat and CourtTool reports. The reason we had to have it on the adjudication screen is because we needed to be able to tie the trial type to an individual charge/disposition for the reports. We couldn't get that information by only using the calendar. The stat and CourtTool reports are why the disposition by and the trial types fields are required.*

On the criminal manner of disposition reports there are columns for Total Jury Trials, Total Bench Trials and then Total Non Trial Dispositions. This information is being obtained by the trial type field on the adjudication screen. If a trial type of Court trial is selected it is counted as a bench trial. If a trial type of JURY TRIAL or TRIAL DE NOVO is selected it will be counted as a Jury trial. All other selections will be counted as non-trials.

- After discussion, the group agreed to end date the above trial types and add “Jury,” Bench,” and “Non-Trial” as trial types in code standardization.
- Further discussion occurred that if Courts have been using the above trial type codes, they will need to include them in statistical reports to be captured under the three buckets listed above.

- Yuma:

- Request to add “Restricted” as an Address Type.
 - This will allow the Courts to flag an address as restricted.
 - No objections, code will be add to code standardization

Addendum:

- Yavapai:

- Request to add the following Hearing Type and Minute Entry to JV:
 - Hearing: J.U.S.T. Court
 - Minute Entry: J.U.S.T. Court
- Request to add the following Document Type/Subtype to JV:
 - Order: J.U.S.T. Court
- *Yavapai County is a pilot court for J.U.S.T. Court (Juveniles Under Supervision and Treatment Program). The case category would be Juvenile Delinquency. J.U.S.T. Court provides an avenue for imposing additional sanctions on a Juvenile when they violate terms of probation without the filing of a Petition by the County Attorney.*
 - The group agreed to add these codes to code standardization. If the Pilot program is unsuccessful and does not get implemented in all Courts, then these codes will be end dated.

- Pinal:

- Request to end date “Notice: Dismissal/Case.”
- Request to add the following codes to Family Law and make the changes seen in red below:

All Documents	
Document Type	Document Sub-Type
Notice	of Dismissal/Case
Notice	of Dismissal/Party

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, May 19th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

5/19/2010 Agenda:

- Pinal:
 - Request to add the following Minute Entries:
 - Minute Entry: Decree lodged
 - Minute Entry: Order lodged
 - Minute Entry: Judgment lodged
 - *A decree is lodged with the court for the statutory amount of time (usually 10 days), the court then produces a minute entry that states that the order (decree) was lodged on xxx date and if no objections are filed it will be signed on xxx date.*
 - Request to change the automatic party status change for “Warrant: Quashing Violation Warrant” from “Active” to “Post Sentence Matters” for CR & JV.
 - Request to add the following Document Types/Subtypes to CR & JV:
 - Verdict: Guilty
 - Verdict: Acquitted/Not Guilty
 - *They use events to produce disposition reports for their judges, this is a way to capture the acquittals.*
 - We already have these as Disposition Codes.
- Coconino:
 - Request to add the following Orders to CR & JV:
 - Order: Setting Restitution Hearing
 - Order: Continuing Restitution Hearing
 - Order: Vacating Restitution Hearing
 - Order: Resetting Restitution Hearing
 - They are currently using a generic order.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, May 19th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

5/19/2010 Agenda:

- Pinal:
 - o Request to add the following Minute Entries:
 - ~~Minute Entry~~Notice: Decree lodged – FL & JV Adoption
 - ~~Minute Entry~~Notice: Order lodged - All
 - ~~Minute Entry~~Notice: Judgment lodged - All
 - *A decree is lodged with the court for the statutory amount of time (usually 10 days), the court then produces a minute entry that states that the order (decree) was lodged on xxx date and if no objections are filed it will be signed on xxx date.*
 - Discussion occurred and it was agreed these should be Notices since the court user can create a document based off a “Notice” event.
 - o Request to change the automatic party status change for “Warrant: Quashing Violation Warrant” from “Active” to “Post Sentence Matters” for CR & JV.
 - No Objections
 - o Request to add the following Document Types/Subtypes to CR ~~& JV~~:
 - Verdict: Guilty
 - Verdict: Acquitted/Not Guilty
 - *They use events to produce disposition reports for their judges, this is a way to capture the acquittals.*
 - We already have these as Disposition Codes.
 - *These already exist in code standardization, but do not exist in the courts' databases. Stephanie Lujan will ensure these are added to all databases.*
- Coconino:
 - o Request to add the following Orders to CR & JV:
 - Order: Setting Restitution Hearing
 - Order: Continuing Restitution Hearing
 - Order: Vacating Restitution Hearing

- Order: Resetting Restitution Hearing
 - They are currently using a generic order.
 - No Objections
- Addendum:
 - Yavapai requested “Judgment: Judgment and Sentence” automatically change the case status to “Adjudicated” and the party status to “Terminated – Sentenced.”
 - This was already supposed to change the case and party status to the above requested codes pursuant to the case/party status changes agreed upon. Stephanie Lujan will ensure this occurs in the databases.
 - There was also discussion that occurred at another meeting that “Judgment: Judgment” should be used in place of “Judgment: Judgment and Sentence.” However, it was agreed at the 9/23/2009 GJ Code Standardization meeting that “Judgment: Judgment” be end dated from Criminal. Since this filtering does not yet exist in AJACS, the user should be trained not to use it for CR cases.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, June 16th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

6/16/2010 Agenda:

- Pinal:
 - o Request to add the following Party Status to CV & JV:
 - Terminated - Injunction Against Harassment Issued
 - o Request to add the following Party Status to FL:
 - Terminated – Order of Protection Issued
 - o Request to add the following Party Status to CR:
 - Terminated – Remanded
 - o Request to add the following Party Status to CR & JV:
 - Terminated – Transferred
- SB1070:
 - o New code required for implementation of SB1070:
 - Petition: Immigration Enforcement Challenge
 - Since the award is a civil penalty, would this only be applicable in CV cases?
- Coconino:
 - o Language discussion:
 - *The only Native American language in AJACS is Navajo. We occasionally need Hopi, Zuni and other Native American interpreters. Would it make sense to “end date” Navajo and add generic “Native American” OR leave Navajo as is and add the others, Hopi, Zuni, Apache, Papago etc. The only ones we use frequently are Navajo and Hopi.*
 - Should we add all possible Native American languages or a generic? Will using the generic code impact what interpreters are needed?
 - Do we need this for all courts or only Coconino? Are the other counties using additional languages?
- Yavapai:
 - o *When scheduling a hearing the appearance reasons are case type specific and they[the court] would like all case types to have all appearance*

reason choices. Example: Domestic case cannot schedule a Final Pretrial Conference but you can in a Civil case.

- Should appearance reasons be available across all case types?

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, June 16th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

6/16/2010 Agenda:

- Pinal:
 - Request to add the following Party Status to CV & JV:
 - Terminated - Injunction Against Harassment Issued
 - Request to add the following Party Status to FL:
 - Terminated – Order of Protection Issued
 - Request to add the following Party Status to CR:
 - Terminated – Remanded
 - Request to add the following Party Status to CR & JV:
 - Terminated – Transferred
 - **Approved with no objection**
- SB1070:
 - New code required for implementation of SB1070:
 - Petition: Immigration Enforcement Challenge
 - Since the award is a civil penalty, would this only be applicable in CV cases?
 - **Fund allocation needs to be added.**
 - **It is fine to add this code into CV**
 - **Further research will be done in regards to additional codes which may be needed (i.e. criminal case type...)**
- Coconino:
 - Language discussion:
 - *The only Native American language in AJACS is Navajo. We occasionally need Hopi, Zuni and other Native American interpreters. Would it make sense to “end date” Navajo and add generic “Native American” **OR** leave Navajo as is and add the others, Hopi, Zuni, Apache, Papago etc. The only ones we use frequently are Navajo and Hopi.*

- Should we add all possible Native American languages or a generic? Will using the generic code impact what interpreters are needed?
 - Do we need this for all courts or only Coconino? Are the other counties using additional languages?
 - **Generic “Native American” will be added and add the specific language can be added in the comments.**
- Yavapai:
- *When scheduling a hearing the appearance reasons are case type specific and they[the court] would like all case types to have all appearance reason choices. Example: Domestic case cannot schedule a Final Pretrial Conference but you can in a Civil case.*
 - Should appearance reasons be available across all case types?
 - **This issue will be discussed at the Calendar and Scheduling Focus group.**

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, July 21st, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

7/21/2010 Agenda:

- Pinal:
 - o Request to add "Payment: Urinalysis Testing" to Probate Court Type
 - **No Objections**
 - o Request to add the following Hearing Types and Minute Entries to CR:
 - Hearing: Initial Appearance in Early Disposition Court – Set Preliminary Hearing and remove from Early Disposition Court
 - Hearing: Initial Appearance in Early Disposition Court – Set Pretrial Conference and remove from Early Disposition Court
 - Hearing: ~~Early Disposition Court~~ – Change of Plea and Sentencing
 - Minute Entry: Initial Appearance in Early Disposition Court – Set Preliminary Hearing and remove from Early Disposition Court
 - Minute Entry: Initial Appearance in Early Disposition Court – Set Pretrial Conference and remove from Early Disposition Court
 - "Minute Entry: ~~Early Disposition Court~~ – Change of Plea and Sentencing" - **Change Party Status to "Terminated – Sentenced."**
 - **No Objections**

- SB1070:
 - o New code required for implementation of SB1070:
 - Added on 6/16/2010 to code standardization – "Petition: Immigration Enforcement Challenge"
 - Additional codes added:
 - New Civil Case Type of "Immigration Enforcement Challenge" added to CV case category
 - New Cost Type – "Gang & Immigration Assessment"
 - New CV Payment code – "**Payment:** Gang & Immigration Assessment"

- Cochise:
 - o Request to add the following Hearing Types and Minute Entries:

- Hearing: In-Camera Interview with Minor Child/Children
 - Minute Entry: In-Camera Interview with Minor Child/Children
 - Hearing: Comprehensive Pre-Trial Conference
 - Minute Entry: Comprehensive Pre-Trial Conference
 - No Objections

- Santa Cruz:
 - Request to add the following Payment Type to Traffic:
 - Payment: Suspended License Plate
 - No Objections
 - Request to add the following case type to Civil Case Category (or should this be a case subtype under case type of Unclassified Civil?):
 - Federal Restoration of Civil Rights
 - No Objections
 - Request to add the following Document Types/Subtypes:
 - Petition: Restoration of Civil Rights.
 - Affidavit: of Discharge
 - Will not add these codes – Should use already existing code of “Application: Application to Restore Civil Rights/Vacate Conviction”
 - Also, since Affidavit is filed with Application, it is not docketed and will not be added.

- The two previous requests arise from a situation where a defendant has petitioned the superior court for restoration of civil rights from a federal case pursuant to ARS §13-909, which states, [13-909. Restoration of civil rights; persons completing probation for federal offense](#)

A. A person who has been convicted of two or more felonies and whose **period of probation has been completed may have any civil rights which were lost or suspended by the felony conviction in a United States district court restored by the presiding judge of the superior court in the county in which the person now resides**, on filing of an affidavit of discharge from the judge who discharged him at the end of the term of probation.
 - How are the rest of the courts across the state doing this? Also, would you file a restoration of civil rights case filed in your court regarding a conviction in your court under the existing criminal case or are they filed elsewhere?
 - For the Federal Restoration of Civil Rights cases, they are filed as new civil cases. For Restoration of Civil Rights cases filed on a criminal case heard in the superior court, these applications are filed in the underlying criminal case.

- Pima:
 - How are other courts handling Tuberculosis cases? What case type are they using?

- Requested to add the “Public Health” as a case subtype under “Unclassified Civil” case type.
- No Objections

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, July 21st, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

7/21/2010 Agenda:

- Pinal:
 - o Request to add "Payment: Urinalysis Testing" to Probate Court Type
 - **No Objections**
 - o Request to add the following Hearing Types and Minute Entries to CR:
 - Hearing: Initial Appearance in Early Disposition Court – Set Preliminary Hearing and remove from Early Disposition Court
 - Hearing: Initial Appearance in Early Disposition Court – Set Pretrial Conference and remove from Early Disposition Court
 - Hearing: ~~Early Disposition Court~~ – Change of Plea and Sentencing
 - Minute Entry: Initial Appearance in Early Disposition Court – Set Preliminary Hearing and remove from Early Disposition Court
 - Minute Entry: Initial Appearance in Early Disposition Court – Set Pretrial Conference and remove from Early Disposition Court
 - "Minute Entry: ~~Early Disposition Court~~ – Change of Plea and Sentencing" - **Change Party Status to "Terminated – Sentenced."**
 - **No Objections**

- SB1070:
 - o New code required for implementation of SB1070:
 - Added on 6/16/2010 to code standardization – "Petition: Immigration Enforcement Challenge"
 - Additional codes added:
 - New Civil Case Type of "Immigration Enforcement Challenge" added to CV case category
 - New Cost Type – "Gang & Immigration Assessment"
 - New CV Payment code – "**Payment:** Gang & Immigration Assessment"

- Cochise:
 - o Request to add the following Hearing Types and Minute Entries:

- Hearing: In-Camera Interview with Minor Child/Children
 - Add to DO
 - Minute Entry: In-Camera Interview with Minor Child/Children
 - Add to DO
 - Hearing: Comprehensive Pre-Trial Conference
 - Add to CR
 - Minute Entry: Comprehensive Pre-Trial Conference
 - Add to CR
 - No Objections

- Santa Cruz:
 - Request to add the following Payment Type to Traffic:
 - Payment: Suspended License Plate
 - No Objections
 - Request to add the following case type to Civil Case Category (or should this be a case subtype under case type of Unclassified Civil?):
 - Federal Restoration of Civil Rights
 - No Objections
 - Request to add the following Document Types/Subtypes:
 - Petition: Restoration of Civil Rights.
 - Affidavit: of Discharge
 - Will not add these codes – Should use already existing code of “Application: Application to Restore Civil Rights/Vacate Conviction”
 - Also, since Affidavit is filed with Application, it is not docketed and will not be added.

- The two previous requests arise from a situation where a defendant has petitioned the superior court for restoration of civil rights from a federal case pursuant to ARS §13-909, which states, [13-909. Restoration of civil rights; persons completing probation for federal offense](#)
 - A. A person who has been convicted of two or more felonies and whose **period of probation has been completed may have any civil rights which were lost or suspended by the felony conviction in a United States district court restored by the presiding judge of the superior court in the county in which the person now resides**, on filing of an affidavit of discharge from the judge who discharged him at the end of the term of probation.
- How are the rest of the courts across the state doing this? Also, would you file a restoration of civil rights case filed in your court regarding a conviction in your court under the existing criminal case or are they filed elsewhere?
 - For the Federal Restoration of Civil Rights cases, they are filed as new civil cases. For Restoration of Civil Rights cases filed on a criminal case heard in the superior court, these applications are filed in the underlying criminal case.

- Pima:
 - o How are other courts handling Tuberculosis cases? What case type are they using?
 - Requested to add the “Public Health” as a case subtype under “Unclassified Civil” case type.
 - No Objections

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, August 18th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

8/18/2010 Agenda:

- La Paz:
 - Request to end date “Payment: Publication Reimbursement” and add “Payment: Publications/Service/Other Reimbursement”
 - *This matches the actual verbiage for the general ledger association and more accurately reflects that this event code encompasses more than just publication reimbursements.*
 - Request to add the following document type/subtype to CR:
 - Application: Application to Transfer Illegal Immigrant
 - Order: Granting Application to Transfer Illegal Immigrant
 - Order: Denying Application to Transfer Illegal Immigrant
 - Request to add the following Document Type/Subtype to CR:
 - Waiver: of Non-Waiver of Extradition
 - This should automatically attach the party status of “Terminated – Not Extradited” and case status of “Closed” or “Adjudicated.”
 - Also, automatically attach the party status of “Terminated – Extradited” and case status of “Closed” or “Adjudicated” to the currently existing code of “Waiver: of Extradition.”
- Pinal:
 - Request to add the following Hearing Types and Minute Entries to CR:
 - Hearing: Initial Appearance in Probation Revocation Court
 - Hearing: Initial Appearance in Probation Revocation Court – Admission
 - Hearing: Initial Appearance in Probation Revocation Court – Admission and Disposition
 - Minute Entry: Initial Appearance in Probation Revocation Court
 - Minute Entry: Initial Appearance in Probation Revocation Court – Admission
 - Minute Entry: Initial Appearance in Probation Revocation Court – Admission and Disposition

- *Pinal has initiated Probation Revocation court and need these codes added.*

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, August 18th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

8/18/2010 Agenda:

- La Paz:

- Request to end date “Payment: Publication Reimbursement” and add “Payment: Publications/Service/Other Reimbursement”
 - *This matches the actual verbiage for the general ledger association and more accurately reflects that this event code encompasses more than just publication reimbursements.*
 - **No Objection, added to court types of: CR, CV, FL, PB, and JV**
- Request to add the following document type/subtype to CR:
 - Application: Application to ~~Transfer~~ **Transport** Illegal Immigrant
 - Order: Granting Application to ~~Transfer~~ **Transport** Illegal Immigrant
 - Order: Denying Application to ~~Transfer~~ **Transport** Illegal Immigrant
 - **No objections, however, the group decided to change “Transfer” to “Transport.” This is in reference to ARS 11-1051(D) and AO 2010-91.**
- Request to add the following Document Type/Subtype to CR:
 - Waiver: of Non-Waiver of Extradition
 - **No Objection**
 - This should automatically attach the party status of “Terminated – Not Extradited” and case status of “Closed” or “Adjudicated.”
 - **No Objections, group decided the case status should be “Closed,” but since that restricts further access to the case, it should be “Adjudicated” until this is fixed in AJACS.**
 - Also, automatically attach the party status of “Terminated – Extradited” and case status of “Closed” or “Adjudicated” to the currently existing code of “Waiver: of Extradition.”
 - **No Objections, group decided the case status should be “Closed,” but since that restricts further access to the case, it should be “Adjudicated” until this is fixed in AJACS.**

- Pinal:
 - Request to add the following Hearing Types and Minute Entries to CR:
 - Hearing: Initial Appearance in Probation Revocation Court
 - Hearing: Initial Appearance in Probation Revocation Court – Admission
 - Hearing: Initial Appearance in Probation Revocation Court – Admission and Disposition
 - Minute Entry: Initial Appearance in Probation Revocation Court
 - Minute Entry: Initial Appearance in Probation Revocation Court – Admission
 - Minute Entry: Initial Appearance in Probation Revocation Court – Admission and Disposition
 - *Pinal has initiated Probation Revocation court and need these codes added.*
 - **No Objections**

- Pima:
 - Pima inquired as to when the case subtype of “Public Health” will be added to the Civil coversheet. After discussions with Cindy Cook, we have decided that this should not explicitly be on the coversheet as they do not occur often and there is an “Other” with a line next to it for the attorney to fill in. This is where the “Public Health” cases should be noted on the civil coversheet and people should mark this since it is not applicable to any of the other case types on the civil coversheet.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, September 22nd, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

9/22/2010 Agenda:

- Coconino:
 - o Request to add “Stipulation: to Proceed by Consent Decree” as a document type/subtype to CV & FL.
 - *This is a fairly common document filed with our court. The closest event I could find is “NOTICE: Filing Stipulation” which itself is somewhat generic. From a Caseflow Management point of view, generic codes are not helpful when trying to gather information. For these reasons would you include a request to add the code “STIPULATION: to Proceed by Consent Decree” to the Code Standardization agenda.*
- AJACS:
 - o Below are codes already residing in AJACS, but were never added to code standardization:
 - o Civil Party Status

INACTIVE
TERMINATED - COURT ORDER
TERMINATED - COURT TRIAL IN PROGRESS

- o Criminal Party Status:

TERMINATED - DISPOSITION ENTERED
TERMINATED - COURT ORDER
TERMINATED - COURT TRIAL RULING
TERMINATED - DEATH
TERMINATED - JUDGMENT/ORDER

- o Document Type

MINUTE ENTRY: COMPREHENSIVE MANAGEMENT CONFERENCE

- o Sentence Code:

CONSOLIDATED

○ Offense Class Type:

FELONY 1ST DEGREE
FELONY 2ND DEGREE
FELONY 3RD DEGREE
FELONY 4TH DEGREE
FELONY 5TH DEGREE
FELONY 6TH DEGREE
MISD. 1ST DEGREE
MISD. 2ND DEGREE
MISD. 3RD DEGREE
NON-CRIMINAL
PETTY OFFENSE
CIVIL TRAFFIC
UNCLASSIFIED

- Yavapai:

- Request to change “Payment: Probation Transfer Fee” to “Payment: Interstate Probation Transfer Application Fee.”
- Request to add “Payment: Inter-County Supervision Fee” to CR.
 - *We have been working with Yavapai on an issue regarding inter & intra state probation cases. There are four different events (financial) that occur for these types of cases. We have found that the existing fee schedules create some confusion for users and therefore, the process to assess the correct fees is not easily defined. To that end, we are requesting an event be updated and a new one be created.*

- La Paz:

- Request to add Document type/subtype of “Plea Agreement: Admission Agreement Substance Abuse Court” to CR. (See Example Below)
- Request to add Cost Type of “Substance Abuse Court Fees” to CR (GL Association – Probation Fee Adult) (See AO below).
 - *La Paz County is implementing a variation of the specialty courts (Drug Court and DUI Court). The County Attorney, Probation and Superior Court have established a new Substance Abuse Court (SAC). Defendants in SAC will be limited to those cases where a defendant is currently on probation for a drug or DUI offense and the filing of a petition for revocation of probation has occurred. Participation in SAC will be a condition of probation. We intend on using existing codes for all business process, except for the requested new codes.*
 - *No further codes are requested at this time. Due to the small scope of the project, we have determined that the tracking of the effectiveness of the program will be performed by the Adult Probation Department and County Attorney.*

Example of SAC Admission Agreement

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**Office of the La Paz County Attorney
1320 Kofa Avenue
Parker, Arizona 85344-5724
(928) 669-6118 / Fax: (928) 669-2019**

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF LA PAZ**

State of Arizona,)	Case Number CR2010-
Plaintiff,)	
vs.)	ADMISSION AGREEMENT
JOHN DOE,)	SUBSTANCE ABUSE COURT
Defendant.)	

The state of Arizona and the Defendant hereby agree to the following disposition of the case:

Agreement: The Defendant admits to violating all terms alleged in the petition for revocation that was filed on January 1, 2010.

Terms: The State and the Defendant stipulate to the following disposition:

1. Possession of Drug Paraphernalia, a class six felony, carries a presumptive sentence of 1 year, a maximum sentence of 1.5 (2) years and a minimum sentence of .5 (.33) years and carries a fine of up to \$150,000 plus any statutory surcharges and / or fees, a term of community supervision approximately equal to one day for every seven days of the sentence imposed which shall run consecutive to any term of imprisonment.
2. That the State and Defendant stipulate that the Defendant shall be reinstated on probation and as a condition of probation the Defendant will enter and successfully complete the La Paz County Substance Abuse Court Program.
3. That the Defendant shall be released from probation upon successful completion of the Substance Abuse Court Program if all fines, fees assessments and restitution are paid in full.

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4. That the Defendant agrees that the term of the Substance Abuse Court program shall be not less than nine (9) months and that the Substance Abuse Court program may be completed successfully in nine (9) months if the Defendant commits no violations of any Substance Abuse Court program requirements.

5. That the defendant shall comply with, complete and participate in all requirements of the Substance Abuse Court Program which include, but are not limited to, the following:

A. Attend and participate in a hearing in La Paz County Superior Court not less than two times per month or as directed by the court or probation department.

B. Pay a fee of two hundred fifty dollars (\$250.00) to participate in the Substance Abuse Court program. Time payments, as directed by the court, are acceptable.

C. Attend all required counseling sessions as directed by the court, probation department or counselor. All Defendants shall be required to attend not less than one (1) counseling session per week for the first eight weeks of the program. The Defendant agrees that he / she may be required to attend more than one counseling session per week.

D. Submit to random drug and / or alcohol testing as directed by the court, probation department or counselor.

E. Obtain a full time job or complete not less than ten (10) hours of community work service per week. All community work service programs shall be approved by the court or the probation department prior to the Defendant performing any work service.

F. Participation in any illegal activity shall be prohibited

G. Report to the probation department as directed by the court, probation department or counselor.

H. Attend Alcoholics Anonymous meetings and / or Narcotics Anonymous meetings as directed by the court, probation department or counselor.

6. That the Defendant agrees that any non-compliance or a violation of any program requirement may result in sanctions. Sanctions include, but are not limited to, any of the following: 1. increased attendance at counseling sessions, 2. increased attendance at Substance Abuse Court sessions, 3. increased random drug testing, 4. increased community work service, 5. written assignments, 6. fines, 7. jail, 8. removal from the Substance Abuse Court program and 9. prison.

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- 7. That the Defendant agrees that any non-compliance or a violation of any term, condition or requirement of the Substance Abuse Court program may result in the Defendant being sentenced to a term of imprisonment in the Arizona Department of Corrections.
- 8. That the following allegations are dismissed, or if not yet filed, shall not be brought against the defendant: **N/A.**
- 9. That if the admission agreement is rejected or withdrawn, the original allegations contained in the petition to revoke probation are automatically reinstated.
- 10. That unless this admission agreement is rejected or withdrawn, the defendant gives up any and all motions, defenses, objections or requests which he has made or raised, or could assert hereafter, to the court's entry of judgment against him and imposition of a disposition / sentence upon him consistent with this agreement.
- 11. That if the Court concludes that any of the provisions or terms contained within the admission agreement are inappropriate, the Court can reject the admission agreement, giving the defendant an opportunity to withdraw from the admission agreement.
- 12. That the defendant agrees that this agreement shall not be binding against the State should the defendant be charged with or commit a crime between the time of this agreement and the time for disposition / sentencing in this case.
- 13. That this agreement shall not be binding upon the State until the State confirms all representations made by the defendant and his attorney, to wit: **N/A.**
- 14. That this agreement shall not effect any *in rem* forfeiture case which may have been, or which may, be filed by the State.
- 15. That by entering into this agreement, the Defendant gives up the following rights:
 - A. The right to a hearing before the Court to determine whether the Defendant is in violation of a term or condition of probation.
 - B. The right to confront, cross-examine and compel the attendance of witnesses.
 - C. The right to remain silent and be presumed not to be in violation of any probationary term.

1 _____ 16. That the Court will make findings of fact for use at the disposition /
2 sentencing by a preponderance of the evidence and in finding facts
3 for use in the disposition / sentencing determination the Court will
4 not be bound by the rules of evidence.

5 _____ 17. That if the Defendant is granted probation by the Court, the terms
6 and conditions of probation are subject to modification at any time
7 during the period of probation in the event that the Defendant
8 violates any written term / condition of probation.

9 I agree to enter my plea as indicated above on the terms and conditions set
10 forth herein.

11 _____
12 Date Defendant

13 I have discussed this case with my client in detail and advised him of his
14 constitutional rights and all possible defenses. I believe that the plea and
15 disposition set forth herein are appropriate under the facts of this case. I concur
16 in the entry of the plea on the terms and conditions set forth above.

17 _____
18 Date Defense Counsel

19 I have reviewed this matter and concur that the plea and disposition set
20 forth herein are appropriate and are in the interests of justice.

21 _____
22 Date Prosecutor
23 **State v. Doe**
24 **CR2010-**

LA PAZ COUNTY
SUPERIOR COURT CLERK
SHERI NEWMAN
10 AUG 30 AM 9:49
S

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF LA PAZ**

In Re the Matter of:)
)
SUBSTANCE ABUSE COURT) **ADMINISTRATIVE ORDER**
) **NO. S1500AO-2010-00001**
_____)

Pursuant to A.R.S. § 13-804(A), which gives the Court discretion to order the defendant to reimburse economic loss caused by the defendant's conduct,

IT IS ORDERED the La Paz County Superior Court to establish a Substance Abuse Court fee and Substance Abuse Court reimbursement fund for adult offenders who are ordered to attend Substance Abuse Court as a condition of their probation.

Any and all amounts collected for the Substance Abuse Court fee will be deposited by the Clerk of the Court into an account with the La Paz County Treasurer as designated by the Chief Probation Officer.

The fund will be used to offset expenses associated with the operation of the Substance Abuse Court.

DATED this 26 day of August, 2010.



S1500AO201000001

Michael J. Burke

Michael J. Burke, Presiding Judge
La Paz County Superior Court

cc:

- Samuel E. Vederman, La Paz County Attorney
- Sheri Newman, La Paz County Superior Court Clerk
- Honorable Michael J. Burke, La Paz County Superior Court Administrator
- John Dyess, La Paz County Chief Probation Officer
- Ella G. Johnson, La Paz County Public Defender
- Matthew G. Newman, Attorney at Law
- Michael L. Frame, Attorney at Law
- Fred H. Welch, Attorney at Law
- Tony Rogers, Attorney at Law
- Jessica L. Quickle, Attorney at Law

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, September 22nd, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

9/22/2010 Agenda:

- Coconino:
 - o Request to add “Stipulation: to Proceed by Consent Decree” as a document type/subtype to ~~CV~~ & FL.
 - *This is a fairly common document filed with our court. The closest event I could find is “NOTICE: Filing Stipulation” which itself is somewhat generic. From a Caseflow Management point of view, generic codes are not helpful when trying to gather information. For these reasons would you include a request to add the code “STIPULATION: to Proceed by Consent Decree” to the Code Standardization agenda.*
 - **No Objections, do not add to CV**
- AJACS:
 - o Below are codes already residing in AJACS, but were never added to code standardization:
 - o Civil Party Status

INACTIVE – No objections
TERMINATED - COURT ORDER – No objections
TERMINATED - COURT TRIAL IN PROGRESS – How and how many times is this being used? Stephanie will determine how many times this code is being used and what courts are using it.

- o Criminal Party Status:

TERMINATED - DISPOSITION ENTERED – No objections
TERMINATED - COURT ORDER – Used in Extradition, when they are not dismissed and not extradited this code should be used. No Objections
TERMINATED - COURT TRIAL RULING – How and how many times is this being used? Stephanie will determine how many times this code is being used and what courts are using it.
TERMINATED - DEATH – No objections
TERMINATED - JUDGMENT/ORDER – No objections

- o Document Type

MINUTE ENTRY: COMPREHENSIVE MANAGEMENT CONFERENCE – How and how many times is this being used? Stephanie will determine how many times this code is being used and what courts are using it.
--

○ Sentence Code:

CONSOLIDATED – No objections

○ Offense Class Type:

FELONY 1ST DEGREE
FELONY 2ND DEGREE
FELONY 3RD DEGREE
FELONY 4TH DEGREE
FELONY 5TH DEGREE
FELONY 6TH DEGREE
MISD. 1ST DEGREE
MISD. 2ND DEGREE
MISD. 3RD DEGREE
NON-CRIMINAL
PETTY OFFENSE
CIVIL TRAFFIC
UNCLASSIFIED

– No objections

- Yavapai:

- Request to change “Payment: Probation Transfer Fee” to “Payment: Interstate Probation Transfer Application Fee.”
- Request to add “Payment: Inter-County Supervision Fee” to CR.
 - *We have been working with Yavapai on an issue regarding inter & intra state probation cases. There are four different events (financial) that occur for these types of cases. We have found that the existing fee schedules create some confusion for users and therefore, the process to assess the correct fees is not easily defined. To that end, we are requesting an event be updated and a new one be created.*
 - **No Objections**

- La Paz:

- Request to add Document type/subtype of “Plea Agreement: Admission Agreement Substance Abuse Court” to CR. (See Example Below)
- Request to add Cost Type of “Substance Abuse Court Fees” to CR (GL Association – Probation Fee Adult) (See AO below).
 - *La Paz County is implementing a variation of the specialty courts (Drug Court and DUI Court). The County Attorney, Probation and Superior Court have established a new Substance Abuse Court (SAC). Defendants in SAC will be limited to those cases where a defendant is currently on probation for a drug or DUI offense and the filing of a petition for revocation of probation has occurred. Participation in SAC will be a condition of probation. We intend on using existing codes for all business process, except for the requested new codes.*

- *No further codes are requested at this time. Due to the small scope of the project, we have determined that the tracking of the effectiveness of the program will be performed by the Adult Probation Department and County Attorney.*
- **No Objections**

Example of SAC Admission Agreement

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Office of the La Paz County Attorney
1320 Kofa Avenue
Parker, Arizona 85344-5724
(928) 669-6118 / Fax: (928) 669-2019

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF LA PAZ

State of Arizona,)	Case Number CR2010-
Plaintiff,)	
vs.)	ADMISSION AGREEMENT
JOHN DOE,)	SUBSTANCE ABUSE COURT
Defendant.)	

The state of Arizona and the Defendant hereby agree to the following disposition of the case:

Agreement: The Defendant admits to violating all terms alleged in the petition for revocation that was filed on January 1, 2010.

Terms: The State and the Defendant stipulate to the following disposition:

1. Possession of Drug Paraphernalia, a class six felony, carries a presumptive sentence of 1 year, a maximum sentence of 1.5 (2) years and a minimum sentence of .5 (.33) years and carries a fine of up to \$150,000 plus any statutory surcharges and / or fees, a term of community supervision approximately equal to one day for every seven days of the sentence imposed which shall run consecutive to any term of imprisonment.
2. That the State and Defendant stipulate that the Defendant shall be reinstated on probation and as a condition of probation the Defendant will enter and successfully complete the La Paz County Substance Abuse Court Program.
3. That the Defendant shall be released from probation upon successful completion of the Substance Abuse Court Program if all fines, fees assessments and restitution are paid in full.

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4. That the Defendant agrees that the term of the Substance Abuse Court program shall be not less than nine (9) months and that the Substance Abuse Court program may be completed successfully in nine (9) months if the Defendant commits no violations of any Substance Abuse Court program requirements.

5. That the defendant shall comply with, complete and participate in all requirements of the Substance Abuse Court Program which include, but are not limited to, the following:

A. Attend and participate in a hearing in La Paz County Superior Court not less than two times per month or as directed by the court or probation department.

B. Pay a fee of two hundred fifty dollars (\$250.00) to participate in the Substance Abuse Court program. Time payments, as directed by the court, are acceptable.

C. Attend all required counseling sessions as directed by the court, probation department or counselor. All Defendants shall be required to attend not less than one (1) counseling session per week for the first eight weeks of the program. The Defendant agrees that he / she may be required to attend more than one counseling session per week.

D. Submit to random drug and / or alcohol testing as directed by the court, probation department or counselor.

E. Obtain a full time job or complete not less than ten (10) hours of community work service per week. All community work service programs shall be approved by the court or the probation department prior to the Defendant performing any work service.

F. Participation in any illegal activity shall be prohibited

G. Report to the probation department as directed by the court, probation department or counselor.

H. Attend Alcoholics Anonymous meetings and / or Narcotics Anonymous meetings as directed by the court, probation department or counselor.

6. That the Defendant agrees that any non-compliance or a violation of any program requirement may result in sanctions. Sanctions include, but are not limited to, any of the following: 1. increased attendance at counseling sessions, 2. increased attendance at Substance Abuse Court sessions, 3. increased random drug testing, 4. increased community work service, 5. written assignments, 6. fines, 7. jail, 8. removal from the Substance Abuse Court program and 9. prison.

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- 7. That the Defendant agrees that any non-compliance or a violation of any term, condition or requirement of the Substance Abuse Court program may result in the Defendant being sentenced to a term of imprisonment in the Arizona Department of Corrections.
- 8. That the following allegations are dismissed, or if not yet filed, shall not be brought against the defendant: **N/A.**
- 9. That if the admission agreement is rejected or withdrawn, the original allegations contained in the petition to revoke probation are automatically reinstated.
- 10. That unless this admission agreement is rejected or withdrawn, the defendant gives up any and all motions, defenses, objections or requests which he has made or raised, or could assert hereafter, to the court's entry of judgment against him and imposition of a disposition / sentence upon him consistent with this agreement.
- 11. That if the Court concludes that any of the provisions or terms contained within the admission agreement are inappropriate, the Court can reject the admission agreement, giving the defendant an opportunity to withdraw from the admission agreement.
- 12. That the defendant agrees that this agreement shall not be binding against the State should the defendant be charged with or commit a crime between the time of this agreement and the time for disposition / sentencing in this case.
- 13. That this agreement shall not be binding upon the State until the State confirms all representations made by the defendant and his attorney, to wit: **N/A.**
- 14. That this agreement shall not effect any *in rem* forfeiture case which may have been, or which may, be filed by the State.
- 15. That by entering into this agreement, the Defendant gives up the following rights:
 - A. The right to a hearing before the Court to determine whether the Defendant is in violation of a term or condition of probation.
 - B. The right to confront, cross-examine and compel the attendance of witnesses.
 - C. The right to remain silent and be presumed not to be in violation of any probationary term.

1 _____ 16. That the Court will make findings of fact for use at the disposition /
2 sentencing by a preponderance of the evidence and in finding facts
3 for use in the disposition / sentencing determination the Court will
4 not be bound by the rules of evidence.

5 _____ 17. That if the Defendant is granted probation by the Court, the terms
6 and conditions of probation are subject to modification at any time
7 during the period of probation in the event that the Defendant
8 violates any written term / condition of probation.

9 I agree to enter my plea as indicated above on the terms and conditions set
10 forth herein.

11 _____
12 Date Defendant

13 I have discussed this case with my client in detail and advised him of his
14 constitutional rights and all possible defenses. I believe that the plea and
15 disposition set forth herein are appropriate under the facts of this case. I concur
16 in the entry of the plea on the terms and conditions set forth above.

17 _____
18 Date Defense Counsel

19 I have reviewed this matter and concur that the plea and disposition set
20 forth herein are appropriate and are in the interests of justice.

21 _____
22 Date Prosecutor
23 **State v. Doe**
24 **CR2010-**

25
26

LA PAZ COUNTY
SUPERIOR COURT CLERK
SHERI NEWMAN
10 AUG 30 AM 9:49

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF LA PAZ**

In Re the Matter of:)
)
SUBSTANCE ABUSE COURT) **ADMINISTRATIVE ORDER**
) **NO. S1500AO-2010-00001**
_____)

Pursuant to A.R.S. § 13-804(A), which gives the Court discretion to order the defendant to reimburse economic loss caused by the defendant's conduct,

IT IS ORDERED the La Paz County Superior Court to establish a Substance Abuse Court fee and Substance Abuse Court reimbursement fund for adult offenders who are ordered to attend Substance Abuse Court as a condition of their probation.

Any and all amounts collected for the Substance Abuse Court fee will be deposited by the Clerk of the Court into an account with the La Paz County Treasurer as designated by the Chief Probation Officer.

The fund will be used to offset expenses associated with the operation of the Substance Abuse Court.

DATED this 26 day of August, 2010.



S1500AO201000001

Michael J. Burke

Michael J. Burke, Presiding Judge
La Paz County Superior Court

cc:

- Samuel E. Vederman, La Paz County Attorney
- Sheri Newman, La Paz County Superior Court Clerk
- Honorable Michael J. Burke, La Paz County Superior Court Administrator
- John Dyess, La Paz County Chief Probation Officer
- Ella G. Johnson, La Paz County Public Defender
- Matthew G. Newman, Attorney at Law
- Michael L. Frame, Attorney at Law
- Fred H. Welch, Attorney at Law
- Tony Rogers, Attorney at Law
- Jessica L. Quickle, Attorney at Law

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, October 20th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

10/20/2010 Agenda:

- Pinal:
 - Request to add “Minute Entry: Change of Judge Not for Cause” for all case categories.
 - *We have a “Notice: Change of Judge (Not for Cause), but do not have a corresponding Minute Entry.*
 - Request to add “Minute Entry: Withdraw Rule 11 Issues” to CR & JV.
 - Request to add the following Hearing Types and Minute Entries to CR:
 - Hearing: Revocation Arraignment
 - Hearing: Revocation Arraignment/Admission
 - Minute Entry: Revocation Arraignment
 - Minute Entry: Revocation Arraignment/Admission
 - Request to add “Warrant: Violation Warrant Issued” to CR & JV.
 - Also request to activate warrants tab for this event so that it can be utilized upon entering this event.
- Mohave:
 - Request to add the following Document Types/Subtypes to JV & FL:
 - Miscellaneous: Mediation Agreement
 - Order: Adopting Mediation Agreement
- Yavapai:
 - Request to automatically change the case status for “Rule 32: Ruling on Post Conviction Relief” to Re-Adjudicated.
 - This case would already have been adjudicated and re-opened upon filing of the Petition for Post Conviction Relief.
 - Is there a way to automatically have an event automatically trigger a warrant status change in AJACS?
 - Request to have “Hearing: Initial Appearance on Bench Warrant” and “Hearing: Initial Appearance on Petition to Revoke” automatically change the warrant status to “Served/Executed.”
 - Request to add “Miscellaneous: List of Witnesses/Exhibits” added to all case categories.

- Currently there is “Miscellaneous: Witness List” and “Miscellaneous: Exhibit List,” but sometimes they come in one document.
- Request to add “Appointed” as a case status to Probate.
 - *Request to add “Appointed” as a case status when issuing Letters of Guardianship or Conservatorship. The case should not show closed because there is ongoing activity, annual reports, accountings, etc.*
- Apache:
 - Request to add the following Document Type/Subtype to FL:
 - Miscellaneous: Sole Custody Parenting Plan/Agreement

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, October 20th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

10/20/2010 Agenda:

- Pinal:

- Request to add “Minute Entry: Change of Judge Not for Cause” for all case categories.
 - *We have a “Notice: Change of Judge (Not for Cause), but do not have a corresponding Minute Entry.*
 - **Add Minute Entry: Change of Judge Upon Request Rule 10.2**
 - **Add Notice: Reassignment of Judge**
 - **End date duplicates already existing:**
 - **Motion: Change of Judge for Cause**
 - **Minute Entry: Change of Judge for Cause**
 - **Notice: Change of Judge (NOT for Cause)**
- Request to add “Minute Entry: Withdraw Rule 11 Issues” to CR & JV.
 - **Agreed to Approve “Minute Entry: Order Withdrawing Rule 11 Issues” only to CR.**
- Request to add the following Hearing Types and Minute Entries to CR:
 - ~~**Hearing: Revocation Arraignment**~~
 - ~~**Hearing: Revocation Arraignment/Admission**~~
 - ~~**Minute Entry: Revocation Arraignment**~~
 - **Minute Entry: Arraignment/Admission on Petition to Revoke Arraignment/Admission**
 - **Approved last item with changes above**
- Request to add “Warrant: Violation Warrant Issued” to CR & JV.
 - Also request to activate warrants tab for this event so that it can be utilized upon entering this event.
 - **After discussion, it was agreed to add “Violation Warrant” as a warrant type.**
 - **The user should enter the event of “Warrant: Issued” and enter the warrant type of “Violation Warrant.” The event of “Warrant: Violation Warrant” will be end dated as of 10/20/2010.**

- Mohave:
 - Request to add the following Document Types/Subtypes to JV & FL:
 - Miscellaneous: Mediation Agreement
 - Request will not be added.
 - “Report: Mediation Report” should be used.
 - Order: Adopting Mediation Report ~~Agreement~~
 - Approved with changes above.

- Yavapai:
 - Request to automatically change the case status for “Rule 32: Ruling on Post Conviction Relief” to Re-Adjudicated.
 - This case would already have been adjudicated and re-opened upon filing of the Petition for Post Conviction Relief.
 - This item was not approved for now. The main concern is that there are still too many cases with multiple defendants and this will Re-Adjudicate them even if not all defendants on the case have been Re-Adjudicated. There needs to be more research as to how many multiple defendant cases there are outstanding compared to how many new PCR cases there are to determine if it is more work to go back and change cases back to re-open, if there were multiple defendants, but not all were adjudicated; or if it is more work to manually change one defendant cases to Re-Adjudicated.
 - Is there a way to automatically have an event automatically trigger a warrant status change in AJACS?
 - Request to have “Hearing: Initial Appearance on Bench Warrant” and “Hearing: Initial Appearance on Petition to Revoke” automatically change the warrant status to “Served/Executed.”
 - Not Approved
 - Served/Executed is a warrant status, which is docketed as an Event in AJACS. The user should enter the warrant status as an event of Served/Executed, but this will not change the status because it can change it to Open or Re-Opened, depending on if it is Pre or Post conviction
 - This item raised the issue if one event should change the status if the status can be multiple things depending where the case is at (Pre or Post conviction). As determined by the status workgroup, if an event can change the case status multiple different ways, it should not automatically change the case status, rather the user needs to manually change it.
 - I will schedule the status workgroup to reconvene to discuss status changes to Minute Entries.

- Request to add “Miscellaneous: List of Witnesses/Exhibits” added to all case categories.
 - Currently there is “Miscellaneous: Witness List” and “Miscellaneous: Exhibit List,” but sometimes they come in one document.
 - **No Objections.**

- Request to add “Appointed” as a case status to Probate.
 - *Request to add “Appointed” as a case status when issuing Letters of Guardianship or Conservatorship. The case should not show closed because there is ongoing activity, annual reports, accountings, etc.*
 - **Not Approved**
 - **The group agreed the case status should remain as open and this case status will not be added.**
 - **It was discussed and agreed that ticklers should be used to track when the annual report needs to be calendared.**

- Apache:
 - Request to add the following Document Type/Subtype to FL:
 - Miscellaneous: Sole Custody Parenting Plan/Agreement
 - **No Objections**

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, November 17th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

11/17/2010 Agenda:

- Cochise:
 - o How do courts currently know if a case is subject to or not subject to mandatory arbitration upon filing of a new case?
 - o Is there a code that can be used at case initiation to deal with this, or should it be a system generated pop-up box that states it is or is not subject to mandatory arbitration?
- Yavapai:
 - o Request to add "Armenian" as a language.
- AOC:
 - o Request to add all language codes currently in AJACS to standardization

ENGLISH
SPANISH
ITALIAN
GERMAN
CHINESE
JAPANESE
FRENCH
RUSSIAN
POLISH
SIGN LANGUAGE
MANDARIN
NAVAJO
PORTUGUESE
THAI
TURKISH
VIETNAMESE
UNKNOWN
ARABIC
BOSNIAN
CANTONESE
HINDU
KOREAN
NATIVE AMERICAN

- Santa Cruz:
 - o Request to add the following Hearing Type and Minute Entry to JD and GC:
 - Hearing: Initial Guardianship
 - Minute Entry: Initial Guardianship
- Apache:
 - o Discussion: *There are many different approaches for quashing a warrant and I want to adopt a standardized process for my office. One scenario is a warrant is issued, the defendant is picked up and brought before the judge. Upon his appearance before the judge, a warrant quash event is entered. However, a week later, the paperwork from the Sheriff's Office comes in with an arrest date that is different from the appearance date. These documents are to be scanned, but now what event should they be entered into the system. Can't use the quash warrant event, because that event has already been entered. I have been having my clerk's scan the documents attached to the quashing event that occurred earlier.*

However, the reverse of the scenario can also happen. The paperwork from his arrest comes in prior to him appearing in court. (He may be confined in another county, DOC, etc) We will quash the warrant upon the receipt of the paperwork.
 - o I think the best way to handle this may be a new event code. For the first example, since you already quashed the warrant, add a new event docketing the paperwork from the sheriff. For the second example, add a new event docketing the appearance in court. Do you have any terminology you would like to use for these? I think this would be good to discuss at the next meeting to see how all of the other courts are handling this issue.
 - o *When I tested using the event code for warrant returned (for the scenario where the paperwork comes in before the defendant or in some instances long after the defendant has been arraigned on the outstanding warrant) it takes off the warrant flag on the case. I don't think that we want the warrant flag to be removed when we are only docketing in the paperwork. We want it to be removed when he is arraigned on the warrant, appears before the judge or quashed.*
 - o Again, I think this is something we should discuss with the group as I would think most courts would agree that it should only be removed when the defendant is arraigned on the warrant, appears before the court or the warrant is quashed.
- Apache:
 - o Request to add the following Payment Code to Probate:
 - Payment: Chg Venue to This County – Probate

- AJACS Table clean up:
- **END DATE AND DISABLE THE FOLLOWING PAYMENT EVENTS.**

Description	Description								
PAYMENT:ACS - FARE - no special collections	<p>There are only two FARE fees that can be assessed to a case – a delinquency fee and the special collections fee. These already exist in Code Standard and in the court’s databases.</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Fare Delinquency Fee</td> </tr> <tr> <td>Payment</td> <td>Fare Fee Spec Coll</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Fare Delinquency Fee	Payment	Fare Fee Spec Coll
Payment Codes									
Payment Document Type		Payment Document Subtype							
Payment		Fare Delinquency Fee							
Payment	Fare Fee Spec Coll								
PAYMENT:ACS - FARE Special Collections									
PAYMENT:ALLIANCE ONE	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:ANS/RESP DISSOLUTION/ SEPARATION/ ANNULMENT	<p style="text-align: center; color: red;">W & W/O CHILD ALREADY EXISTS</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN</td> </tr> <tr> <td>Payment</td> <td>ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN	Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN
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Payment Document Type	Payment Document Subtype								
Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN								
Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN								
PAYMENT:BASE FEES	<p>These are covered by filing fees when the court opens a case or when they use payment events for answer/response/petition/applications.</p>								
PAYMENT:BASE FINE (84%)	COVERED BY PAYMENT: BASE FINE								
PAYMENT:BOND - TRUST	BONDS ARE POSTED TO CASE USING BOND POSTING FUNCTIONALITY IN AJACS.								
PAYMENT:BOND POSTED - OTHR CRT									
PAYMENT:BOND POSTED - THIS CRT									
PAYMENT:BOND POSTED (CASH)									
PAYMENT:CERTIFICATION OF DOCUMENT	SAME THINGS AS PAYMENT: CERTIFICATION								
PAYMENT:CONTESTED ADOPTION FEE	No fees for adoptions								
PAYMENT:DELIVERY FINANCIAL SERVICES	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:FARE-NO SPECIAL COLLECTIONS	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Fare Delinquency Fee</td> </tr> <tr> <td>Payment</td> <td>Fare Fee Spec Coll</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Fare Delinquency Fee	Payment	Fare Fee Spec Coll
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Payment Document Type	Payment Document Subtype								
Payment	Fare Delinquency Fee								
Payment	Fare Fee Spec Coll								
PAYMENT:GENERAL REVENUE CORPORATION	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:GENERAL SERVICES FEE	<p>Not sure if this is meant as a local collection agency or for services charged (misc clerk’s fee) but either way</p> <p>IF This is a “local” specific payment event for a specific collection agency. This can vary by court....</p> <p>IF this is meant as a misc clerk’s fee then there is already a payment event</p>								

	for that.																		
PAYMENT:GUARDIAN CARD FEE	This could also be considered as local specific fee....can be associated to the current event: Payment: Miscellaneous Fees																		
PAYMENT:INJUNCT/HARASSMENT	No fees to be charge for injunctions against harassment																		
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PAYMENT:PETITION TO APPOINT CONSERVATOR OR OTHER PROTECTIVE ORDER	No fees for protective orders and is also covered by payment event:	
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	Payment	PETITION APPT GUARDIANSHIP/ CONSERVATORSHIP
PAYMENT:PROSEC ATTY ADV COUNCIL	Why would this type of fee be assessed to a case? To me it sounds like it might be like an attorney reimbursement fee. Which then the fee would be assessed to the case either through charge/sentencing or the event:	
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- **UPDATE TO EXISTING PAYMENT EVENT**

1255698	PAYMENT: POSTAGE AND HANDLING	Add to all court types
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- **ADD THE NEW EVENTS**

PAYMENT: DOMESTICATE AZ DECREE	ADD NEW PAYMENT EVENT – currently only way for fees to be assessed for this are at case initiation. Need to be able to also assess these fees through a payment event
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GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, November 17th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

11/17/2010 Agenda:

- Cochise:
 - o How do courts currently know if a case is subject to or not subject to mandatory arbitration upon filing of a new case?
 - o Is there a code that can be used at case initiation to deal with this, or should it be a system generated pop-up box that states it is or is not subject to mandatory arbitration?
 - o Yavapai and Mohave put the mandatory arbitration status in the comments
 - o Currently there is an event of "Arbitration: Certificate of Compulsory Arbitration" that should've be used when docketing the certificate of arbitration.
 - Discussion that there should be a way to notate if the case "is" or "is not" subject to compulsory arbitration.
 - Decision to end date "Arbitration: Certificate of Compulsory Arbitration."
 - Add two new event entry type codes to CV of:
 - Arbitration: Certificate of Compulsory Arbitration – Is Subject To
 - Arbitration: Certificate of Compulsory Arbitration – Is NOT Subject To
- Yavapai:
 - o Request to add "Armenian" as a language.
 - o No Objections
- AOC:
 - o Request to add all language codes currently in AJACS to standardization

ENGLISH
SPANISH
ITALIAN
GERMAN
CHINESE
JAPANESE
FRENCH
RUSSIAN
POLISH
SIGN LANGUAGE
MANDARIN
NAVAJO
PORTUGUESE
THAI
TURKISH
VIETNAMESE

UNKNOWN
ARABIC
BOSNIAN
CANTONESE
HINDU
KOREAN
NATIVE AMERICAN

- Discussion occurred as to whether or not we should add an exhaustive list of all languages, or limit the languages to the most frequently used languages and add new languages on a case by case basis.
 - The group agreed that only the most commonly used languages, the languages currently existing in AJACS, should be add to standardization and others added on a case by case basis upon request.
 - The group also agreed to remove Navajo to remove confusion since at the 6/16/2010 GJ Code Standardization Meeting we decided to add a general Native American and type the specific Native American language in the comments field.

- Santa Cruz:
 - Request to add the following Hearing Type and Minute Entry to JD and GC:
 - Hearing: Initial Guardianship
 - Minute Entry: Initial Guardianship
 - Santa Cruz does not create a new case once the issue of guardianship is raised in a Juvenile Dependency case.
 - Eventually, Santa Cruz should transition into creating a new guardianship case once the guardianship matter is raised on a Juvenile Dependency case, as stats pulls guardianship information from the case type and the cases in which they add a guardianship matter to a Juvenile Dependency case will not be counted. Most other counties already open a new Guardianship case when this occurs.
 - Currently, “Minute Entry: Petition - Guardianship of Minor” and “Hearing: Petition - Guardianship of Minor” are available for use in Juvenile Dependency Cases. It will remain available for the courts, at least temporarily; however, stats will not count this as a guardianship case if filed under a Juvenile Dependency Case.
 - Request is Removed as Santa Cruz should use the existing codes of “Minute Entry: Petition - Guardianship of Minor” and “Hearing: Petition - Guardianship of Minor” and enter “Initial Guardianship” in the comments.

- Apache:
 - Discussion: *There are many different approaches for quashing a warrant and I want to adopt a standardized process for my office. One scenario is a warrant is issued, the defendant is picked up and brought before the judge. Upon his appearance before the judge, a warrant quash event is entered. However, a week later, the paperwork from the Sheriff’s Office comes in with an arrest date that is different from the appearance date. These documents are to be scanned, but now what event should they be entered into the system. Can’t use the quash warrant event, because that event has already been entered. I have been having my clerk’s scan the documents attached to the quashing event that occurred earlier.*

 - However, the reverse of the scenario can also happen. The paperwork from his arrest comes in prior to him appearing in court. (He may be confined in another county, DOC, etc) We will quash the warrant upon the receipt of the paperwork.*

- I think the best way to handle this may be a new event code. For the first example, since you already quashed the warrant, add a new event docketing the paperwork from the sheriff. For the second example, add a new event docketing the appearance in court. Do you have any terminology you would like to use for these? I think this would be good to discuss at the next meeting to see how all of the other courts are handling this issue.
 - *When I tested using the event code for warrant returned (for the scenario where the paperwork comes in before the defendant or in some instances long after the defendant has been arraigned on the outstanding warrant) it takes off the warrant flag on the case. I don't think that we want the warrant flag to be removed when we are only docketing in the paperwork. We want it to be removed when he is arraigned on the warrant, appears before the judge or quashed.*
 - Again, I think this is something we should discuss with the group as I would think most courts would agree that it should only be removed when the defendant is arraigned on the warrant, appears before the court or the warrant is quashed.
 - Discussion on this matter occurred and it was agreed that the following warrant codes should be defined as noted below so all courts are using them the same:
 - A) "Warrant: Quashed" – A warrant is quashed when a defendant with an existing warrant appears before a judge or when a judge orders the warrant quashed. **Only upon docketing of "Warrant: Quashed," should the warrant flag be removed and the case status should change to Open and the Party Status to Active.**
 - B) "Warrant: Served/Executed" – Warrant: Served/Executed should be used when the warrant paper work is served and comes in before the defendant appears before a judge or before the judge orders the warrant quashed. **"Warrant: Served/Executed" should keep the warrant flag on the case, and the case status should remain stayed and the party status shall remain as "Warrant."**
 - C) "Warrant: Miscellaneous Documents" – **Add this as a new event entry type.** "Warrant: Miscellaneous Documents" should be used when the warrant has already been quashed, but additional paperwork (i.e. the original warrant) is received by the court regarding the warrant.
 - This new event entry type code allows the additional paperwork to be docketed without changing the case and party status, which would have changed to Open/Active upon quashing the warrant, and to keep the warrant flag unchecked.
- Apache:
- Request to add the following Payment Code to Probate:
 - Payment: Chg Venue to This County – Probate
 - **No Objections**

- AJACS Table clean up: **Tabled for next month**
- **END DATE AND DISABLE THE FOLLOWING PAYMENT EVENTS.**

Description	Description								
PAYMENT:ACS - FARE - no special collections	<p>There are only two FARE fees that can be assessed to a case – a delinquency fee and the special collections fee. These already exist in Code Standard and in the court’s databases.</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Fare Delinquency Fee</td> </tr> <tr> <td>Payment</td> <td>Fare Fee Spec Coll</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Fare Delinquency Fee	Payment	Fare Fee Spec Coll
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PAYMENT:ACS - FARE Special Collections									
PAYMENT:ALLIANCE ONE	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:ANS/RESP DISSOLUTION/ SEPARATION/ ANNULMENT	<p style="text-align: center; color: red;">W & W/O CHILD ALREADY EXISTS</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN</td> </tr> <tr> <td>Payment</td> <td>ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN	Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN
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PAYMENT:BASE FEES	<p>These are covered by filing fees when the court opens a case or when they use payment events for answer/response/petition/applications.</p>								
PAYMENT:BASE FINE (84%)	COVERED BY PAYMENT: BASE FINE								
PAYMENT:BOND - TRUST	BONDS ARE POSTED TO CASE USING BOND POSTING FUNCTIONALITY IN AJACS.								
PAYMENT:BOND POSTED - OTHR CRT									
PAYMENT:BOND POSTED - THIS CRT									
PAYMENT:BOND POSTED (CASH)									
PAYMENT:CERTIFICATION OF DOCUMENT	SAME THINGS AS PAYMENT: CERTIFICATION								
PAYMENT:CONTESTED ADOPTION FEE	<p>No fees for adoptions</p>								
PAYMENT:DELIVERY FINANCIAL SERVICES	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:FARE-NO SPECIAL COLLECTIONS	<table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th colspan="2">Payment Codes</th> </tr> <tr> <th>Payment Document Type</th> <th>Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Fare Delinquency Fee</td> </tr> <tr> <td>Payment</td> <td>Fare Fee Spec Coll</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Fare Delinquency Fee	Payment	Fare Fee Spec Coll
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PAYMENT:GENERAL REVENUE CORPORATION	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
PAYMENT:GENERAL SERVICES FEE	<p>Not sure if this is meant as a local collection agency or for services charged (misc clerk’s fee) but either way</p> <p>IF This is a “local” specific payment event for a specific collection agency. This can vary by court....</p> <p>IF this is meant as a misc clerk’s fee then there is already a payment event</p>								

	for that.																		
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1255698	PAYMENT: POSTAGE AND HANDLING	Add to all court types
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- **ADD THE NEW EVENTS**

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GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, December 15th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 1116

12/15/2010 Agenda:

- Coconino:

- o Request to remove the following case and party statuses from the event types below:

Injunction	Against Harassment	X	Adjudicated	X	Terminated - Judgment / Order
Injunction	Against Workplace Harassment	X	Adjudicated	X	Terminated - Judgment / Order

- o *We have found this to be an issue in out court. Active cases are being incorrectly Adjudicated when these events are docketed. The injunction action is a part of the case but not the main issue. The injunction may be ordered but the case goes on, and on, and on.*
- o What about when these are filed in "Injunction Against Harassment" or "Injunction Against Workplace Harassment" cases (i.e. the case type of Injunction Against Harassment or Injunction Against Workplace Harassment)? Would they adjudicate and terminate the case?
 - If so, the user will need to remember to manually change the case and party statuses.

- Santa Cruz:

- o Request to add "Notice: Change of Judge Rule 42(F)" to CV.
- o Pinal requests to add "Minute Entry: Change of Judge Rule 42(F)" to CV.

- Apache County:

- o Request to add "Payment: Change of Venue Probate" to PB.
- o Request to add "Other" to the Point of Contact table in AJACS.
 - *I need to be able to list a point of contact that is a fiancé. She is not related to the defendant and is not a spouse.*
- o Request to add Point of Contact table to Standardization as it already exists in AJACS:

TYPE CODE	DESCRIPTION
EM	EMPLOYER
G	GUARDIAN
P	PARENT
R	RELATIVE
S	SELF
SP	SPOUSE
REP	REPRESENTATIVE
LATTY	LEGAL ATTORNEY

SOCWKR	SOCIAL WORKER
PO	PROBATION OFFICER

- Pinal:
 - o Request to have the following Case & Party Status removed from “Waiver: of Extradition”
 - *I need the case and party status’s associated with the event of WAIVER: EXTRADITION to be removed as the case nor the party are adjudicated at that time.*

Waiver	of Extradition	X	Adjudicated	X	Terminated - Extradited
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- *The waiver is signed by the defendant but not actually extradited that date (usually a week or so later, up to a month).*
- **None of the adjudicating events occur that same date that the waiver is signed and filed.**

- Pinal:
 - o Request to add “Payment: Parent Education Class” to PB.
- La Paz:
 - o Request to add “Hearing: Initial Appearance” to CV.
 - *The case type is a lower court traffic appeal with a case number of, LC-98000014 and the only appearance reason we pull up when trying to schedule is Emergency Temporary Order. The appearance reason we need to have available is Initial Appearance.*

- Pinal:
 - o Request to add “Title 14” as a case subtype to the following case types:

Case Type Codes 3-3		
Court Type	Case Category	Case Type
Probate	GC	Conservatorship - Adult
Probate	GC	Conservatorship - Minor
Probate	GC	Guardianship - Adult
Probate	GC	Guardianship - Minor
Probate	GC	Guardianship & Conservatorship - Adult
Probate	GC	Guardianship & Conservatorship - Minor

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- o What about when these are filed in “Injunction Against Harassment” or “Injunction Against Workplace Harassment” cases (i.e. the case type of Injunction Against Harassment or Injunction Against Workplace Harassment)? Would they adjudicate and terminate the case?
 - If so, the user will need to remember to manually change the case and party statuses.
- o **The group agreed to remove on the party status of “Terminated – Judgment/Order” as this is what prevents them from scheduling anything further. However, since in the majority of these cases the case status should be adjudicated, the group agreed to leave this. If the Injunction should terminate the party, this is a user training issue that the user will need to go into the party status to select “Terminated – Judgment/Order.” This shall be removed for both CV and Juvenile Injunction Against Harassment.**

- Santa Cruz:

- o Request to add “Notice: Change of Judge Rule 42(F)” to CV.
- o Pinal requests to add “Minute Entry: Change of Judge Rule 42(F)” to CV.
- o **No Objections**

- Apache County:

- o Request to add “Payment: Change of Venue Probate” to PB.
- o **No Objections**
- o Request to add “Other” with a code of “O” to the Point of Contact table in AJACS.
 - *I need to be able to list a point of contact that is a fiancé. She is not related to the defendant and is not a spouse.*
- o Request to add Point of Contact table to Standardization as it already exists in AJACS:

TYPE CODE

DESCRIPTION

EM	EMPLOYER
G	GUARDIAN
P	PARENT
R	RELATIVE
S	SELF
SP	SPOUSE
REP	REPRESENTATIVE
LATTY	LEGAL ATTORNEY
SOCWKR	SOCIAL WORKER
PO	PROBATION OFFICER

- o No Objections to adding “Other.” The group agreed to add all currently existing Point of Contact codes currently existing in AJACS to standardization, but to to remove “Legal” from “Legal Attorney” and “L” from the code.

- Pinal:

- o Request to have the following Case & Party Status removed from “Waiver: of Extradition”
 - *I need the case and party status’s associated with the event of WAIVER: EXTRADITION to be removed as the case nor the party are adjudicated at that time.*

Waiver	of Extradition	X	Adjudicated	X	Terminated - Extradited
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- *The waiver is signed by the defendant but not actually extradited that date (usually a week or so later, up to a month).*
- ***None of the adjudicating events occur that same date that the waiver is signed and filed.***
- *The group agreed to table this as most of the courts on the call Adjudicate the case upon signing of the Waver of Extradition. Most of the courts do schedule a review hearing 2-4 weeks after signing the waiver, so they agreed that the party status should be removed to allow them to schedule the review hearing. Since the requestor was not on the phone, we are tabling this issue as it could have business process implications for all courts if it is removed and the requestor needs to defend their request.*

- Pinal:

- o Request to add “Payment: Parent Education Class” to PB.
 - **No Objections**

- La Paz:

- o Request to add “Hearing: Initial Appearance” to CV.
 - *The case type is a lower court traffic appeal with a case number of, LC-98000014 and the only appearance reason we pull up when trying to schedule is Emergency Temporary Order. The appearance reason we need to have available is Initial Appearance.*

- No Objections

- Pinal:

- o Request to add "Title 14" as a case subtype to the following case types:

Case Type Codes 3-3		
Court Type	Case Category	Case Type
Probate	GC	Conservatorship - Adult
Probate	GC	Conservatorship - Minor
Probate	GC	Guardianship - Adult
Probate	GC	Guardianship - Minor
Probate	GC	Guardianship & Conservatorship - Adult
Probate	GC	Guardianship & Conservatorship - Minor

- o No Objections. Need to follow up with requestor to determine if these are needed for Adult and Minor Cases.
- o Further, I will follow up with stats at the AOC to determine if they will be pulling information regarding case subtypes as it is not currently a required field and some courts are not using them.

- Further discussion occurred regarding the quashing of warrants from last month's agenda. There has been some concern regarding a warrant that is executed on a defendant, but the defendant does not appear before the issuing court and/or the issuing court has not ordered the warrant quashed and the same defendant being picked up again on the same warrant. For example, when the defendant is arrested on the warrant and posts bond, but never appears before the issuing court, the group agreed to keep the warrant flag on the case in AJACS in the issuing court. The concern is what if the defendant is picked up again on the same warrant. After discussion, what occurs in AJACS does not affect warrants in DPS's system. Once a warrant has been executed, DPS will clear that warrant from their system. Since AJACS is not integrated with their system, there is no impact and the warrant will be cleared after it is initially executed and there is no possibility the defendant will be picked up again because of what occurs in AJACS.

- o The only time there may be an issue is when DPS issues the warrant report to the AJACS court and their system shows the warrant was cleared, but the AJACS system still shows it outstanding. In this instance, the court will need to review and/or set a review hearing to make sure this was not done by mistake.