

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, January 19th, 2010

1:30 – 2:30

(602) 452-3193 Access Code 7002

1/19/2011 Agenda:

- Apache:

- Which date should a minute entry appear on the register of actions when it is electronically docketed? In AJACS there are two date fields: the Event Filing Date and the Data Entry Date.
 - The Event Filing Date is entered by the user and usually reflects the date of the event or if it is a document filed across the counter, the date of the docket stamp. The Data Entry Date is a system generated date that reflects current date.
 - It is Apache's practice to place the minute entry in the docket and hard paper file according to event date, not the filed stamp date that appears in the upper right hand corner of the minute entry. This allows ease of access for users who can readily identify the minutes associated with a particular hearing date. The discussion that is swirling at the AOC is to adopt a standard on whether the register of actions should reflect the event date for minutes or the "filed" date (the date that the system will electronically assign either upon creation of the ME or upon the finalization of the ME).

- AOC:

- ARS §36-540 (N) states:
 - *If a person has been found, as a result of a mental disorder, to constitute a danger to self or others or to be persistently or acutely disabled or gravely disabled and the court enters an order for treatment pursuant to subsection A of this section, the court shall grant access to the person's name, date of birth, social security number and date of commitment to the department of public safety to comply with the requirements of title 13, chapter 31 and title 32, chapter 26.*
- In order to make this information available to DPS, the AOC is developing a repository that will pull the person's name, DOB, SSN, and date of commitment. Below are the events, which in conjunction with the MH case category, should trigger the repository to pull the: name, DOB, SSN and date of commitment. This is also assuming these events are not used for any other treatment ordered in MH cases. If they are used in cases not falling under §36-540, then we would need an additional code describing this as a §36-540 case and both codes would be used to trigger the pulling of the information.

All Documents	
Document Type	Document Sub-Type
Order	Approval of Revised Outpatient Treatment Plan
Order	Court Ordered Treatment

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- These events are only tied to MH cases. Are these events used for anything other than commitments referred to in §36-540? If so we need new specific events for this.
- Also, if the person is not committed to inpatient treatment or a hospital, then the date of commitment would be the date outpatient commitment is ordered and entered into the system.
- In addition, the docketing of “Order: Discharge” in conjunction with the above entered codes (or the new codes if we decide new ones are needed) and the MH case category will need to trigger the removal of the patients information from the repository.

Tabled Items from 12/15/2010 Agenda:

- Pinal:

- 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.*

AJACS Table clean up:

- **END DATE AND DISABLE THE FOLLOWING PAYMENT EVENTS.**

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PAYMENT:ALLIANCE ONE	<p>This is a “local” specific payment event for a specific collection agency. This can vary by court....</p>								
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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%)	<p>COVERED BY PAYMENT: BASE FINE</p>								
PAYMENT:BOND - TRUST	<p>BONDS ARE POSTED TO CASE USING BOND POSTING FUNCTIONALITY IN AJACS.</p>								
PAYMENT:BOND POSTED - OTHR CRT									
PAYMENT:BOND POSTED - THIS CRT									
PAYMENT:BOND POSTED (CASH)									
PAYMENT:CERTIFICATION OF DOCUMENT	<p>SAME THINGS AS PAYMENT: CERTIFICATION</p>								
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>								
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PAYMENT:PETITION FOR ADOPTION	No fees for adoptions																		
PAYMENT:PETITION JUVENILE ADOPTION	No fees for adoptions																		

PAYMENT:PETITION TO APPOINT CONSERVATOR OR OTHER PROTECTIVE ORDER	No fees for protective orders and is also covered by payment event:	
	Payment Codes	
	Payment Document Type	Payment Document Subtype
	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:	
	Payment Codes	
	Payment Document Type	Payment Document Subtype
	Payment	Attorney Reimbursement
PAYMENT:TRUST INVESTMENT ACCT	When or Why would this fee be assessed to a case?	
PAYMENT:VALLEY COLLECTION SERVICES	This is a "local" specific payment event for a specific collection agency. This can vary by court....	
PAYMENT:VAN RU CREDIT CORPORATION	This is a "local" specific payment event for a specific collection agency. This can vary by court....	

- 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
PAYMENT: DOMESTICATE FOREIGN DECR	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
PAYMENT: SINGLE ESTATE APPLICATION/PETITION	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
PAYMENT: SMALL CLAIMS TAX CASE	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

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, February 16th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

2/16/2011 Agenda:

- Mohave:
 - o Request to add the following document types/subtypes:
 - “Notice: of Criminal Restitution Order” to CR
 - “Notice : of Juvenile Restitution Order” to JV
 - *These are the notices that go out prior to the Judge signing the order pursuant to ARS 13-805B, and are a separate document from the Order. We have been using Notice: Notice and just typing in the comments, but since this notice is required by Statute, we feel there should be a docket event for it.*
 - “Notice: of Filing” to All Case categories
 - *We recognize that there are a TON of specific events for Notice of Filing, and we would prefer just a generic Notice of Filing so that we can add in the comments what is being filed in. While the list already there is quite extensive, it is not an all exhaustive list for the various things that we get filed in at the front counter, and rather than trying to add a separate event code for Notice of filing THIS and Notice of filing THAT, we would just prefer a Notice of Filing, and we can add the specific name of the document they are filing in Comments.*
 - “Affidavit: of Treasurer’s Office” to CV
 - *This is a document filed in each and every quiet title case for tax lien foreclosure. In some places it might be called an Affidavit of Non-Redemption, and this is an Affidavit from the Treasurer’s Office that basically lets the judge know that the property has not been redeemed as of a certain date. We would need this to be available in the Civil Case type.*

Responses from 1/19/2011 Agenda:

- Apache:
 - o Which date should a minute entry appear on the register of actions when it is electronically docketed? In AJACS there are two date fields: the Event Filing Date and the Data Entry Date.
 - *The Event Filing Date is entered by the user and usually reflects the date of the event or if it is a document filed across the counter, the date of the docket stamp. The Data Entry Date is a system generated date that reflects current date.*
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date that the system will electronically assign either upon creation of the ME or upon the finalization of the ME).

- After review of the comments and pursuant to Arizona Rules of Civil Procedure 58(e), “In the case of a judgment in the form of a minute entry, the date of entry shall be the date on which the clerk affixes a file stamp on the minute entry.” Thus, the effective date of the minute entry is not the date it is entered into the case management system, but rather the date it is file stamped by the court. It is my opinion that this is applicable to all minute entries and the event filing date should correspond with the file stamped date. The data entry date is only the date the minute entry is entered into the system, not the effective date.

- AOC:

- o ARS §36-540 (N) states:
 - *If a person has been found, as a result of a mental disorder, to constitute a danger to self or others or to be persistently or acutely disabled or gravely disabled and the court enters an order for treatment pursuant to subsection A of this section, the court shall grant access to the person's name, date of birth, social security number and date of commitment to the department of public safety to comply with the requirements of title 13, chapter 31 and title 32, chapter 26.*
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- o These events are only tied to MH cases. Are these events used for anything other than commitments referred to in §36-540? If so we need new specific events for this.
 - o Also, if the person is not committed to inpatient treatment or a hospital, then the date of commitment would be the date outpatient commitment is ordered and entered into the system.
 - o In addition, the docketing of “Order: Discharge” in conjunction with the above entered codes (or the new codes if we decide new ones are needed) and the MH case category will need to trigger the removal of the patients information from the repository.
- It was determined the codes that courts need to use in order to accurately report cases and persons falling under ARS §36-540 (N) are:

- o Event Entry Types:

All Documents	
Document Type	Document Sub-Type
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- o Case Category: Mental Health
- o Case Types:

Case Type Codes 3-3
Case Type
Mental Health - Juvenile
Mental Health - Adult
Mental Health - DOC (Dept of Corrections)

- o Party Role: Patient

Tabled Items from 12/15/2010 Agenda:

- 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).*
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	Payment Document Type	Payment Document Subtype
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PAYMENT:VALLEY COLLECTION SERVICES	This is a "local" specific payment event for a specific collection agency. This can vary by court....	
PAYMENT:VAN RU CREDIT CORPORATION	This is a "local" specific payment event for a specific collection agency. This can vary by court....	

- 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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PAYMENT: SMALL CLAIMS TAX CASE	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

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, February 16th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

2/16/2011 Agenda:

- Mohave:
 - o Request to add the following document types/subtypes:
 - “Notice: of Criminal Restitution Order” to CR
 - “Notice : of Juvenile Restitution Order” to JV
 - *These are the notices that go out prior to the Judge signing the order pursuant to ARS 13-805B, and are a separate document from the Order. We have been using Notice: Notice and just typing in the comments, but since this notice is required by Statute, we feel there should be a docket event for it.*
 - “Notice: of Filing” to All Case categories
 - *We recognize that there are a TON of specific events for Notice of Filing, and we would prefer just a generic Notice of Filing so that we can add in the comments what is being filed in. While the list already there is quite extensive, it is not an all exhaustive list for the various things that we get filed in at the front counter, and rather than trying to add a separate event code for Notice of filing THIS and Notice of filing THAT, we would just prefer a Notice of Filing, and we can add the specific name of the document they are filing in Comments.*
 - “Affidavit: of Treasurer’s Office” to CV
 - *This is a document filed in each and every quiet title case for tax lien foreclosure. In some places it might be called an Affidavit of Non-Redemption, and this is an Affidavit from the Treasurer’s Office that basically lets the judge know that the property has not been redeemed as of a certain date. We would need this to be available in the Civil Case type.*
 - **No Objections**

Responses from 1/19/2011 Agenda:

- Apache:
 - o *Which date should a minute entry appear on the register of actions when it is electronically docketed? In AJACS there are two date fields: the Event Filing Date and the Data Entry Date.*
 - *The Event Filing Date is entered by the user and usually reflects the date of the event or if it is a document filed across the counter, the date of the docket stamp. The Data Entry Date is a system generated date that reflects current date.*
 - *It is Apache’s practice to place the minute entry in the docket and hard paper file according to event date, not the filed stamp date that appears in the upper right hand corner of the minute entry. This allows ease of access for users who can readily identify the minutes associated with a*

particular hearing date. The discussion that is swirling at the AOC is to adopt a standard on whether the register of actions should reflect the event date for minutes or the “filed” date (the date that the system will electronically assign either upon creation of the ME or upon the finalization of the ME).

- After review of the comments and pursuant to Arizona Rules of Civil Procedure 58(e), “In the case of a judgment in the form of a minute entry, the date of entry shall be the date on which the clerk affixes a file stamp on the minute entry.” Thus, the effective date of the minute entry is not the date it is entered into the case management system, but rather the date it is file stamped by the court. It is my opinion that this is applicable to all minute entries and the event filing date should correspond with the file stamped date. The data entry date is only the date the minute entry is entered into the system, not the effective date.
- The Code Standardization group needs AJACS to show both the hearing date as well as the filed date for Minute Entries. Currently, when they enter a minute entry, the system only enters the hearing date and the only way to enter the filed date of the ME is to enter it into the comments or to manually change the Event Entry Date. However, Arizona Rules of Civil Procedure 58(e) states that the date of entry is the date of file stamp. Thus, it can be ordered on the hearing date (why they need the hearing date on the ROA), but the minute entry date isn’t until the ME is finalized and file stamped (why they need the filed date on the ROA). We discussed this would be an enhancement and that it needs to go to the steering committee. The group agreed that this needs to be expedited and would like it to be discussed at the next GJ Steering Committee.
 - o I have put this forth to the chair of the steering committee and it has been added to the next steering committee agenda.
- AOC:
 - o ARS §36-540 (N) states:
 - *If a person has been found, as a result of a mental disorder, to constitute a danger to self or others or to be persistently or acutely disabled or gravely disabled and the court enters an order for treatment pursuant to subsection A of this section, the court shall grant access to the person's name, date of birth, social security number and date of commitment to the department of public safety to comply with the requirements of title 13, chapter 31 and title 32, chapter 26.*
 - o In order to make this information available to DPS, the AOC is developing a repository that will pull the person’s name, DOB, SSN, and date of commitment. Below are the events, which in conjunction with the MH case category, should trigger the repository to pull the: name, DOB, SSN and date of commitment. This is also assuming these events are not used for any other treatment ordered in MH cases. If they are used in cases not falling under §36-540, then we would need an additional code describing this as a §36-540 case and both codes would be used to trigger the pulling of the information.

All Documents	
Document Type	Document Sub-Type
Order	Approval of Revised Outpatient Treatment Plan
Order	Court Ordered Treatment
Order	Treatment

- o These events are only tied to MH cases. Are these events used for anything other than commitments referred to in §36-540? If so we need new specific events for this.

- Also, if the person is not committed to inpatient treatment or a hospital, then the date of commitment would be the date outpatient commitment is ordered and entered into the system.
- In addition, the docketing of “Order: Discharge” in conjunction with the above entered codes (or the new codes if we decide new ones are needed) and the MH case category will need to trigger the removal of the patients information from the repository.
- It was determined the codes that courts need to use in order to accurately report cases and persons falling under ARS §36-540 (N) are:
 - Event Entry Types:

All Documents	
Document Type	Document Sub-Type
Order	Approval of Revised Outpatient Treatment Plan
Order	Court Ordered Treatment
Order	Treatment

- Case Category: Mental Health
- Case Types:

Case Type Codes 3-3
Case Type
Mental Health - Juvenile
Mental Health - Adult
Mental Health - DOC (Dept of Corrections)

- Party Role: Patient

- **PLEASE INFORM YOUR COURTS TO USE THESE CODES TO ACCURATELY REPORT THE INFORMATION.**
 - Please use these codes from now on, however, also continue your current business practices for reporting to DPS as the repository is not operational yet.

Tabled Items from 12/15/2010 Agenda:

- Pinal:
 - 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 Waiver 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.
- The majority of the group agreed that “Adjudicated” should remain as the case status upon docketing of “Waiver: of Extradition,” but there should be no party status change.

AJACS Table clean up: No Objections

- 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"> <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:ACS - FARE Special Collections									
PAYMENT:ALLIANCE ONE	This is a “local” specific payment event for a specific collection agency. This can vary by court....								
PAYMENT:ANS/RESP DISSOLUTION/ SEPARATION/ ANNULMENT	<p>W & W/O CHILD ALREADY EXISTS</p> <table border="1"> <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	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/CHILDREN								
Payment	ANS/RESP DISSOLUTION/SEPARATION/ANNULMENT W/O CHILDREN								
PAYMENT:BASE FEES	These are covered by filing fees when the court opens a case or when they use payment events for answer/response/petition/applications.								
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	This is a "local" specific payment event for a specific collection agency. This can vary by court....																		
PAYMENT:FARE-NO SPECIAL COLLECTIONS	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">Payment Codes</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: left;">Payment Document Type</th> <th style="text-align: left;">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	This is a "local" specific payment event for a specific collection agency. This can vary by court....																		
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 for that.</p>																		
PAYMENT:GUARDIAN CARD FEE	<p>This could also be considered as local specific fee....can be associated to the current event:</p> <p>Payment: Miscellaneous Fees</p>																		
PAYMENT:INJUNCT/HARASSMENT	No fees to be charge for injunctions against harassment																		
PAYMENT:INSTALLMENT PYMNT FEE	<p>This is covered by:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">Payment Codes</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: left;">Payment Document Type</th> <th style="text-align: left;">Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Time Pymt \$20 Jcef</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Time Pymt \$20 Jcef												
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PAYMENT:LINEBARGER, GOGGAN, BLAIR & SAMPSON	This is a "local" specific payment event for a specific collection agency. This can vary by court....																		
PAYMENT:MISC SERVICE FEE & MAIL	<p>Covered by:</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">Payment Codes</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: left;">Payment Document Type</th> <th style="text-align: left;">Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>POSTAGE AND HANDLING</td> </tr> </tbody> </table> <p>AND</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">Payment Codes</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: left;">Payment Document Type</th> <th style="text-align: left;">Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>MISCELLANEOUS CLERKS FEE \$18.00</td> </tr> </tbody> </table> <p>OR</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th colspan="2" style="text-align: center;">Payment Codes</th> </tr> <tr style="background-color: #cccccc;"> <th style="text-align: left;">Payment Document Type</th> <th style="text-align: left;">Payment Document Subtype</th> </tr> </thead> <tbody> <tr> <td>Payment</td> <td>Fees - Misc</td> </tr> </tbody> </table>	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	POSTAGE AND HANDLING	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	MISCELLANEOUS CLERKS FEE \$18.00	Payment Codes		Payment Document Type	Payment Document Subtype	Payment	Fees - Misc
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- No Objections

- UPDATE TO EXISTING PAYMENT EVENT

1255698	PAYMENT: POSTAGE AND HANDLING	Add to all court types
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- No Objections

- 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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- No Objections

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, March 16th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

3/16/2011 Agenda:

- Coconino:
 - o Is there authority to charge a fee for a Response in a Post Decree case under ARS §12-284?
 - Currently, there is a payment code of, “Payment: Response Post Adjudication” that courts are using to charge a fee for a response in Post Decree cases.
 - Is “Payment: Response Post Adjudication” solely used for responses in Post Decree cases?
 - Should courts be charging a fee for a response in Post Decree cases?
- Pinal:
 - o Request to add the following Hearing Types (Appearance Reasons) and Minute Entries:
 - “Hearing: Review Informal Adjustment” to JV
 - “Minute Entry: Review Informal Adjustment” to JV
 - “Hearing: Warrant Review” Currently exists for CR, request to add to all.
 - “Minute Entry: Warrant Review” Currently exists for CR, request to add to all.
 - “Hearing: Jail Review” to CR & JV
 - “Minute Entry: Jail Review” to CR & JV
 - “Hearing: Lodged Judgment/Order Review” to All
 - “Minute Entry: Lodged Judgment/Order Review” to All
 - “Hearing: Cross Motion for Summary Judgment” to CV
 - “Minute Entry: Cross Motion for Summary Judgment” to CV
 - “Hearing: Early Resolution Conference” to DO
 - “Minute Entry: Early Resolution Conference” to DO
 - “Hearing: Custody and Parent Review” to DO
 - “Minute Entry: Custody and Parent Review” to DO
 - “Hearing: Child Interview” to DO
 - “Minute Entry: Child Interview” to DO
 - “Hearing: Priority” to CV
 - “Minute Entry: Priority” to CV
 - “Hearing: Dismissal” to All
 - “Minute Entry: Dismissal” to All
 - “Hearing: Order to Appear in Supplemental Proceedings” to CV & DO
 - “Minute Entry: Order to Appear in Supplemental Proceedings” to CV & DO
 - o Request to remove automatic case status update of “Adjudicated” for event “Arbitration: Arbitration Award.”
 - *Pursuant to Rule 76 of the Arizona Rules of Civil Procedure, a judgment is to be entered by the court and if not submitted, the case is dismissed.*

- *If no judgment is requested, the case is dismissed. The arbitration award should not adjudicate the case, the case should only be adjudicated when the judgment is entered.*
- Request to add all existing case types as case subtypes to the respective (under the same case category) case type of “Change of Venue” to: *“track cases which are pending and transferred on Change of Venue.”*
 - We currently have Change of Venue as a case type for all case categories, why do we need it as a subtype for all case types?

Case Type Codes 3-3			
Court Type	Case Category	Case Type	Case Subtype
Administrative	AO	Change of Venue	Administrative Order
Administrative	BB	Change of Venue	Bail Bondsman Registration
Administrative	BN	Change of Venue	Out of Jurisdiction Bonds
Administrative	CM	Change of Venue	Certificate of Magistracy
Administrative	IS	Change of Venue	Interstate Compact
Administrative	MI	Change of Venue	Miscellaneous
Administrative	MI	Change of Venue	Request to Seal Personal Information
Administrative	ML	Change of Venue	Covenant Marriage License
Administrative	ML	Change of Venue	Marriage License
Administrative	ML	Change of Venue	Marriage License - City Issued
Administrative	NA	Change of Venue	Notary Bonds
Administrative	PP	Change of Venue	Passport
Administrative	PS	Change of Venue	Process Server
Administrative	PW	Change of Venue	Power of Attorney
Civil	CP	Change of Venue	Civil Penalty
Civil	CV	Change of Venue	Civil Case Exceeding Jurisdiction
Civil	CV	Change of Venue	Clearance of Record
Civil	CV	Change of Venue	Contract
Civil	CV	Change of Venue	Determination of Factual Improper Party Status
Civil	CV	Change of Venue	Determination of Factual Innocence
Civil	CV	Change of Venue	Election Challenge
Civil	CV	Change of Venue	Eminent Domain
Civil	CV	Change of Venue	Eviction Actions
Civil	CV	Change of Venue	Excess Proceeds - Sale
Civil	CV	Change of Venue	Federal Restoration of Civil Rights
Civil	CV	Change of Venue	Forcible Detainer
Civil	CV	Change of Venue	Foreign Judgment
Civil	CV	Change of Venue	Habeus Corpus
Civil	CV	Change of Venue	Immigration Enforcement Challenge
Civil	CV	Change of Venue	Injunction Against Harassment
Civil	CV	Change of Venue	Injunction Against Workplace Harassment
Civil	CV	Change of Venue	LCA - Appeal of civil traffic case orig in JP
Civil	CV	Change of Venue	LCA - Appeal of Civil traffic case orig in MC
Civil	CV	Change of Venue	LCA - Non Traffic orig in JP or MC
Civil	CV	Change of Venue	LCA - Protective Orders
Civil	CV	Change of Venue	Medical Malpractice
Civil	CV	Change of Venue	Name Change
Civil	CV	Change of Venue	NCC - Employer Sanction
Civil	CV	Change of Venue	Property Forfeiture

Case Type Codes 3-3

Court Type	Case Category	Case Type	Case Subtype
Civil	CV	Change of Venue	Quiet Title
Civil	CV	Change of Venue	Real Property
Civil	CV	Change of Venue	Real Property Issue
Civil	CV	Change of Venue	Sexually Violent Person
Civil	CV	Change of Venue	Special Action Against a Lower Court
Civil	CV	Change of Venue	Tort Motor Vehicle
Civil	CV	Change of Venue	Tort Non-Motor Vehicle
Civil	CV	Change of Venue	Transcript of Judgment – Non Lower Court
Civil	CV	Change of Venue	Transcript of Judgment from Lower Court
Civil	CV	Change of Venue	Unclassified Civil
Civil	CV	Change of Venue	Water Rights
Civil	MA	Change of Venue	Minor Abortion
Civil	OV	Change of Venue	Unclassified Civil
Civil	WA	Change of Venue	Water Adjudication
Criminal	CR	Change of Venue	Felony
Criminal	CR	Change of Venue	Justice Court Appeal
Criminal	CR	Change of Venue	Misdemeanor
Criminal	CR	Change of Venue	Muni Court Appeal
Criminal	CR	Change of Venue	Specialty Court
Criminal	CR	Change of Venue	Transfer of Jurisdiction
Criminal	CR	Change of Venue	Unclassified Criminal
Criminal	FW	Change of Venue	Extradition
Criminal	IS	Change of Venue	Interstate Compact
Criminal	OC	Change of Venue	Unclassified
Criminal	SW	Change of Venue	GPS
Criminal	SW	Change of Venue	Handwriting Exemplar
Criminal	SW	Change of Venue	Order to Obtain Physical Evidence
Criminal	SW	Change of Venue	Pen Register
Criminal	SW	Change of Venue	Search Warrant
Criminal	SW	Change of Venue	Seizure Warrant
Criminal	SW	Change of Venue	Telephonic Search Warrant
Criminal	SW	Change of Venue	Trap and Trace
Criminal	SW	Change of Venue	Wire Tap
Family Law	DO	Change of Venue	Annulment w/Children
Family Law	DO	Change of Venue	Annulment w/o Children
Family Law	DO	Change of Venue	Child Support
Family Law	DO	Change of Venue	Child Support - Title IV-D
Family Law	DO	Change of Venue	Conciliation Court
Family Law	DO	Change of Venue	Custody (Divorce)
Family Law	DO	Change of Venue	Custody (Non-Divorce)
Family Law	DO	Change of Venue	Custody/Parenting Time (Divorce)
Family Law	DO	Change of Venue	Custody/Parenting Time (Non-Divorce)
Family Law	DO	Change of Venue	Dissolution w/Children
Family Law	DO	Change of Venue	Dissolution w/o Children
Family Law	DO	Change of Venue	Foreign, Domestic Decree/Order
Family Law	DO	Change of Venue	Legal Separation w/Children
Family Law	DO	Change of Venue	Legal Separation w/o Children

Case Type Codes 3-3

Court Type	Case Category	Case Type	Case Subtype
Family Law	DO	Change of Venue	Order of Protection
Family Law	DO	Change of Venue	Parenting Time
Family Law	DO	Change of Venue	Paternity
Family Law	DO	Change of Venue	Paternity - Title IV-D
Family Law	DO	Change of Venue	Reciprocal Support - Foreign
Family Law	DO	Change of Venue	Reciprocal Support - Local
Family Law	DO	Change of Venue	Unclassified Family Law
Family Law	DO	Change of Venue	Visitation (Divorce)
Family Law	DO	Change of Venue	Visitation (Non-Divorce)
Family Law	OF	Change of Venue	Unclassified Family Law
Juvenile	AD	Change of Venue	Juvenile Adoption
Juvenile	DC	Change of Venue	Juvenile Diversion
Juvenile	IC	Change of Venue	Interstate Compact
Juvenile	JD	Change of Venue	Dependency
Juvenile	JE	Change of Venue	Juvenile Emancipation
Juvenile	JP	Change of Venue	Injunction Against Harassment
Juvenile	JV	Change of Venue	Delinquent
Juvenile	JV	Change of Venue	Unclassified Juvenile Delinquency
Juvenile	MH	Change of Venue	Mental Health - Juvenile
Juvenile	SV	Change of Venue	Severance
Probate	DN	Change of Venue	Demand for Notice
Probate	GC	Change of Venue	Conservatorship - Adult
Probate	GC	Change of Venue	Conservatorship - Minor
Probate	GC	Change of Venue	Guardianship - Adult
Probate	GC	Change of Venue	Guardianship - Minor
Probate	GC	Change of Venue	Guardianship & Conservatorship - Adult
Probate	GC	Change of Venue	Guardianship & Conservatorship - Minor
Probate	MH	Change of Venue	Mental Health - Adult
Probate	MH	Change of Venue	Mental Health - DOC (Dept of Corrections)
Probate	OP	Change of Venue	Unclassified Probate
Probate	PB	Change of Venue	Adult Adoption
Probate	PB	Change of Venue	Affidavit of Succession to Real Property
Probate	PB	Change of Venue	Ancillary Administration
Probate	PB	Change of Venue	Formal Probate
Probate	PB	Change of Venue	Informal Probate
Probate	PB	Change of Venue	Trust Administration
Probate	PB	Change of Venue	Unclassified Probate
Probate	PB	Change of Venue	Will
Probate	WI	Change of Venue	Will
Traffic	JT	Change of Venue	Juvenile Traffic

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, March 16th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

3/16/2011 Agenda:

- Coconino:
 - o Is there authority to charge a fee for a Response in a Post Decree case under ARS §12-284?
 - Currently, there is a payment code of, “Payment: Response Post Adjudication” that courts are using to charge a fee for a response in Post Decree cases.
 - Is “Payment: Response Post Adjudication” solely used for responses in Post Decree cases?
 - Should courts be charging a fee for a response in Post Decree cases?
 - I will put this on the agenda for the next Legal Issues agenda for them to determine if ARS §12-284 allows for the court to charge for a Response in a Post Decree case.
 - The Legal Issues Group decided that since Responses and Petitions are each prescribed separately for new cases in §12-284, that a “Response” is not a “Petition” and since a Responses for Post Adjudication in Domestic Relations cases are not prescribed a fee in ARS §12-284 (Unlike Petitions, which are prescribed a fee as well as a surcharge under subsection C), there should be no fee charged for this filing. However, the court is allowed to collect an initial appearance fee for the party filing a response if this is the first appearance in the case for the party filing the response.
 - §12-284 does allow for a fee to be charged of \$66 in all post judgment activities for Probate cases, however we already have “Payment: Post Adjudication Probate” which covers this.
 - Thus, “Payment: Response Post Adjudication” will be end dated as it is not prescribed for under §12-284.
- Pinal:
 - o Request to add the following Hearing Types (Appearance Reasons) and Minute Entries:
 - “Hearing: Review Informal Adjustment” to JV
 - “Minute Entry: Review Informal Adjustment” to JV
 - This item has been tabled for further clarification and to determine if “Hearing: Disposition/Diversion Hearing” is acceptable to use in lieu of this request.
 - “Hearing: Warrant Review” Currently exists for CR, request to add to all.
 - “Minute Entry: Warrant Review” Currently exists for CR, request to add to all.
 - Approved with the following changes: This will be added to all case categories except AD.
 - “Hearing: Compliance Review ~~Jail Review~~” to CR & JV
 - “Minute Entry: Compliance Review ~~Jail Review~~” to CR & JV
 - The group agreed to change “Hearing: Compliance” to “Hearing: Compliance Review” and the requestor has agreed to use this in lieu of the requested code.

- “Hearing: Lodged Judgment/Order Review” to All
 - “Minute Entry: Lodged Judgment/Order Review” to All
 - Not approved, Requestor has pulled request.
 - “Hearing: Cross Motion for Summary Judgment” to CV
 - “Minute Entry: Cross Motion for Summary Judgment” to CV
 - Not approved, Requestor has pulled request.
 - “Hearing: Conciliation Court - Early Resolution Conference” to DO
 - “Minute Entry: Conciliation Court - Early Resolution Conference” to DO
 - “Hearing: Conciliation Court - Custody and Parent Review” to DO
 - “Minute Entry: Conciliation Court - Custody and Parent Review” to DO
 - “Hearing: Conciliation Court – In-Camera Interview with Minor Child/Children ~~Child Interview~~” to DO
 - “Minute Entry: Conciliation Court – In-Camera Interview with Minor Child/Children ~~Child Interview~~” to DO
 - “Hearing: Priority” to CV
 - “Minute Entry: Priority” to CV
 - This has been tabled for clarification as to what “Priority” means
 - “Hearing: Dismissal” to All
 - “Minute Entry: Dismissal” to All
 - Not approved, Requestor has pulled request and will use Hearing/Minute Entry: Motion - Dismiss.”
 - “Hearing: Order to Appear in Supplemental Proceedings” to CV & DO
 - “Minute Entry: Order to Appear in Supplemental Proceedings” to CV & DO
 - Not approved, Requestor has pulled request.
- Request to remove automatic case status update of “Adjudicated” for event “Arbitration: Arbitration Award.”
- Pursuant to Rule 76 of the Arizona Rules of Civil Procedure, a judgment is to be entered by the court and if not submitted, the case is dismissed.
 - If no judgment is requested, the case is dismissed. The arbitration award should not adjudicate the case; the case should only be adjudicated when the judgment is entered.
 - No Objections (Event Entry Type exists in both CV & GC).
- Request to add all existing case types as case subtypes to the respective (under the same case category) case type of “Change of Venue” to: “track cases which are pending and transferred on Change of Venue.”
- We currently have Change of Venue as a case type for all case categories, why do we need it as a subtype for all case types?
 - Members agreed that the case subtypes not crossed out below will be added to the case type of “Change of Venue.” The reason why “Change of Venue” will remain as the case type and the other case types falling under the same category will be duplicated as subtypes under “Change of Venue” case type is because fee schedules are attached at the case type level and “Change of Venue” cases have different fees than the other case types. These will be used to track incoming “Change of Venue” cases.

Case Type Codes 3-3			
Court Type	Case Category	Case Type	Case Subtype
Administrative	AO	Change-of-Venue	Administrative Order
Administrative	BB	Change-of-Venue	Bail-Bondsman-Registration
Administrative	BN	Change-of-Venue	Out of Jurisdiction Bonds
Administrative	CM	Change-of-Venue	Certificate of Magistracy

Case Type Codes 3-3

Court Type	Case Category	Case Type	Case Subtype
Administrative	IS	Change of Venue	Interstate Compact
Administrative	MI	Change of Venue	Miscellaneous
Administrative	MI	Change of Venue	Request to Seal Personal Information
Administrative	ML	Change of Venue	Covenant Marriage License
Administrative	ML	Change of Venue	Marriage License
Administrative	ML	Change of Venue	Marriage License -- City Issued
Administrative	NA	Change of Venue	Notary Bonds
Administrative	PP	Change of Venue	Passport
Administrative	PS	Change of Venue	Process Server
Administrative	PW	Change of Venue	Power of Attorney
Civil	CP	Change of Venue	Civil Penalty
Civil	CV	Change of Venue	Civil Case Exceeding Jurisdiction
Civil	CV	Change of Venue	Clearance of Record
Civil	CV	Change of Venue	Contract
Civil	CV	Change of Venue	Determination of Factual Improper Party Status
Civil	CV	Change of Venue	Determination of Factual Innocence
Civil	CV	Change of Venue	Election Challenge
Civil	CV	Change of Venue	Eminent Domain
Civil	CV	Change of Venue	Eviction Actions
Civil	CV	Change of Venue	Excess Proceeds - Sale
Civil	CV	Change of Venue	Federal Restoration of Civil Rights
Civil	CV	Change of Venue	Forcible Detainer
Civil	CV	Change of Venue	Foreign Judgment
Civil	CV	Change of Venue	Habeas Corpus
Civil	CV	Change of Venue	Immigration Enforcement Challenge
Civil	CV	Change of Venue	Injunction Against Harassment
Civil	CV	Change of Venue	Injunction Against Workplace Harassment
Civil	CV	Change of Venue	LCA - Appeal of civil traffic case orig in JP
Civil	CV	Change of Venue	LCA - Appeal of Civil traffic case orig in MC
Civil	CV	Change of Venue	LCA - Non Traffic orig in JP or MC
Civil	CV	Change of Venue	LCA - Protective Orders
Civil	CV	Change of Venue	Medical Malpractice
Civil	CV	Change of Venue	Name Change
Civil	CV	Change of Venue	NCC - Employer Sanction
Civil	CV	Change of Venue	Property Forfeiture
Civil	CV	Change of Venue	Quiet Title
Civil	CV	Change of Venue	Real Property
Civil	CV	Change of Venue	Real Property Issue
Civil	CV	Change of Venue	Sexually Violent Person
Civil	CV	Change of Venue	Special Action Against a Lower Court
Civil	CV	Change of Venue	Tort Motor Vehicle
Civil	CV	Change of Venue	Tort Non-Motor Vehicle
Civil	CV	Change of Venue	Transcript of Judgment -- Non Lower Court
Civil	CV	Change of Venue	Transcript of Judgment from Lower Court
Civil	CV	Change of Venue	Unclassified Civil
Civil	CV	Change of Venue	Water Rights
Civil	MA	Change of Venue	Minor Abortion

Case Type Codes 3-3

Court Type	Case Category	Case Type	Case Subtype
Civil	OV	Change of Venue	Unclassified Civil
Civil	WA	Change of Venue	Water Adjudication
Criminal	CR	Change of Venue	Felony
Criminal	CR	Change of Venue	Justice Court Appeal
Criminal	CR	Change of Venue	Misdemeanor
Criminal	CR	Change of Venue	Muni Court Appeal
Criminal	CR	Change of Venue	Specialty Court
Criminal	CR	Change of Venue	Transfer of Jurisdiction
Criminal	CR	Change of Venue	Unclassified Criminal
Criminal	FW	Change of Venue	Extradition
Criminal	IS	Change of Venue	Interstate Compact
Criminal	OC	Change of Venue	Unclassified
Criminal	SW	Change of Venue	GPS
Criminal	SW	Change of Venue	Handwriting Exemplar
Criminal	SW	Change of Venue	Order to Obtain Physical Evidence
Criminal	SW	Change of Venue	Pen Register
Criminal	SW	Change of Venue	Search Warrant
Criminal	SW	Change of Venue	Seizure Warrant
Criminal	SW	Change of Venue	Telephonic Search Warrant
Criminal	SW	Change of Venue	Trap and Trace
Criminal	SW	Change of Venue	Wire Tap
Family Law	DO	Change of Venue	Annulment w/Children
Family Law	DO	Change of Venue	Annulment w/o Children
Family Law	DO	Change of Venue	Child Support
Family Law	DO	Change of Venue	Child Support - Title IV-D
Family Law	DO	Change of Venue	Conciliation Court
Family Law	DO	Change of Venue	Custody (Divorce)
Family Law	DO	Change of Venue	Custody (Non-Divorce)
Family Law	DO	Change of Venue	Custody/Parenting Time (Divorce)
Family Law	DO	Change of Venue	Custody/Parenting Time (Non-Divorce)
Family Law	DO	Change of Venue	Dissolution w/Children
Family Law	DO	Change of Venue	Dissolution w/o Children
Family Law	DO	Change of Venue	Foreign, Domestic Decree/Order
Family Law	DO	Change of Venue	Legal Separation w/Children
Family Law	DO	Change of Venue	Legal Separation w/o Children
Family Law	DO	Change of Venue	Order of Protection
Family Law	DO	Change of Venue	Parenting Time
Family Law	DO	Change of Venue	Paternity
Family Law	DO	Change of Venue	Paternity - Title IV-D
Family Law	DO	Change of Venue	Reciprocal Support - Foreign
Family Law	DO	Change of Venue	Reciprocal Support - Local
Family Law	DO	Change of Venue	Unclassified Family Law
Family Law	DO	Change of Venue	Visitation (Divorce)
Family Law	DO	Change of Venue	Visitation (Non-Divorce)
Family Law	OF	Change of Venue	Unclassified Family Law
Juvenile	AD	Change of Venue	Juvenile Adoption
Juvenile	DC	Change of Venue	Juvenile Diversion

Case Type Codes 3-3

Court Type	Case Category	Case Type	Case Subtype
Juvenile	IG	Change of Venue	Interstate Compact
Juvenile	JD	Change of Venue	Dependency
Juvenile	JE	Change of Venue	Juvenile Emancipation
Juvenile	JP	Change of Venue	Injunction Against Harassment
Juvenile	JV	Change of Venue	Delinquent
Juvenile	JV	Change of Venue	Unclassified Juvenile Delinquency
Juvenile	MH	Change of Venue	Mental Health--Juvenile
Juvenile	SV	Change of Venue	Severance
Probate	DN	Change of Venue	Demand for Notice
Probate	GC	Change of Venue	Conservatorship - Adult
Probate	GC	Change of Venue	Conservatorship - Minor
Probate	GC	Change of Venue	Guardianship - Adult
Probate	GC	Change of Venue	Guardianship - Minor
Probate	GC	Change of Venue	Guardianship & Conservatorship - Adult
Probate	GC	Change of Venue	Guardianship & Conservatorship - Minor
Probate	MH	Change of Venue	Mental Health - Adult
Probate	MH	Change of Venue	Mental Health - DOC (Dept of Corrections)
Probate	OP	Change of Venue	Unclassified Probate
Probate	PB	Change of Venue	Adult Adoption
Probate	PB	Change of Venue	Affidavit of Succession to Real Property
Probate	PB	Change of Venue	Ancillary Administration
Probate	PB	Change of Venue	Formal Probate
Probate	PB	Change of Venue	Informal Probate
Probate	PB	Change of Venue	Trust Administration
Probate	PB	Change of Venue	Unclassified Probate
Probate	PB	Change of Venue	Will
Probate	WI	Change of Venue	Will
Traffic	JT	Change of Venue	Juvenile Traffic

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, April 20th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

4/20/2011 Agenda:

- AOC:

- Add new Event Entry Type code of "Order: Incapacitated/Guardian Appointed" to PB.
 - This is for reporting purposes to the Secretary of State for requirements of ARS §16-165(C) to cancel voter registration of an individual. There are three parts to ARS §16-165(C):
 - *C. When proceedings in the superior court or the district court result in a person being declared incapable of taking care of himself and managing his property, and for whom a guardian of the person and estate is appointed, result in such person being committed as an insane person or result in a person being convicted of a felony, the clerk of the superior court in the county in which those proceedings occurred shall file with the secretary of state an official notice of that fact. The secretary of state shall notify the appropriate county recorder and the recorder shall cancel the name of the person upon the register. Such notice shall name the person covered, shall give the person's date and place of birth if available, the person's social security number, if available, the person's usual place of residence, the person's address and the date of the notice, and shall be filed with the recorder of the county where the person last resided.*
 - The first part will be covered and captured by the new code.
 - The second part is captured by the same events as the prohibited possessor requirements we agreed upon at the 2/16/2011 GJ Code Standardization meeting:
 - Event Entry Types:

All Documents	
Document Type	Document Sub-Type
Order	Approval of Revised Outpatient Treatment Plan
Order	Court Ordered Treatment
Order	Treatment

- Case Category: Mental Health
- Case Types:

Case Type Codes 3-3
Case Type
Mental Health - Juvenile
Mental Health - Adult
Mental Health - DOC (Dept of Corrections)

- Party Role: Patient, Incapacitated Person, Incapacitated/Protected Person
- The **third** part will be covered and captured by using one of the following disposition codes that already exist in code standardization on a felony charge in a criminal case:

Disposition Codes	
Disposition Code	Disposition Description
AC	ACQUITTED/NOT GUILTY
GG	GUILTY
GI	GUILTY BUT INSANE
GT	GUILTY PLEA AFTER TRIAL START

- Also, the following scenario should trigger the case to be added to the report: in a “Guardianship – Adult” case with a party role of Incapacitated Person (IN) or Incapacitated/Protected Person (IP), and when the “Order: Appointing Guardian” is filed.
- **PLEASE INFORM YOUR COURTS TO USE THESE CODES TO ACCURATELY REPORT THE INFORMATION.**
 - *Please use these codes from now on, however, also continue your current business practices for reporting to the Secretary of State as this report is not operational yet.*
- Clerks:
 - Request to add “Payment: Renewal of Judgment” as a Payment code to Civil.
 - *The Class E schedule in ARS §12-284 provides for a minimum clerk fee. This schedule does not specifically identify the filing of a judgment renewal affidavit, however it does require payment of the minimum clerk fee for “filing any paper or performing any act for which a fee is not specifically provided.” The renewal affidavit reasonably falls into this catch-all provision.*
 - *As described in ARS §12-1612, the judgment renewal affidavit is a “filing.”*
 - *“A judgment for the payment of money which has been entered and docketed in the civil docket or civil order book of the . . . superior court, may be renewed by filing an affidavit for renewal with the clerk of the proper court.” [emphasis added]*
- Mohave:
 - Request to have the following Document Types/Subtypes change the case status to “Adjudicated.”

Order	Terminating Guardianship
Order	Appointing Guardian/Conservator
Order	Appointing Limited Guardian
Order	Appointing Special Conservator

Order	Appointing Successor Conservator
Order	Appointing Successor Guardian
Order	Appointing Successor Guardian/Conservator
Order	Appointing Temporary Conservator
Order	Appointing Temporary Guardian/Conservator

- Should the case status be changed as well? Below are the available Party Statuses for GC cases:

Party Status 3-15 (Guardianship and Conservatorship by Case Typ)	
Guardianship and Conservatorship Party Status	
Active	
Completed	
Post Judgment	
Stayed - Appealed to Higher Court	
Stayed - Federal Court	
Terminated - Administrative	
Terminated - Age of Majority	
Terminated - Change of Venue	
Terminated - Consolidated	
Terminated - Court Order	
Terminated - Death	
Terminated - Dismissed No Activity	
Terminated - Dismissed Other	
Warrant	

- Pinal:
 - o Request to add the following Appearance Reason and Minute Entry to all case categories:
 - Hearing: Review of Payments
 - Minute Entry: Review of Payments
- From 3/16/2011 Agenda:
 - o Request to add the following Appearance Reason and Minute Entry:
 - “Hearing: Priority Hearing” to CV
 - “Minute Entry: Priority Hearing” to CV
 - o Authorized under ARS §33-814:
 - o *33-814. Action to recover balance after sale or foreclosure on property under trust deed*
 - o *A. Except as provided in subsections F and G of this section, within ninety days after the date of sale of trust property under a trust deed pursuant to section 33-807, an action may be maintained to recover a deficiency judgment against any person directly, indirectly or contingently liable on the contract for which the trust deed was given as security including any*

guarantor of or surety for the contract and any partner of a trustor or other obligor which is a partnership. In any such action against such a person, the deficiency judgment shall be for an amount equal to the sum of the total amount owed the beneficiary as of the date of the sale, as determined by the court less the fair market value of the trust property on the date of the sale as determined by the court or the sale price at the trustee's sale, whichever is higher. A written application for determination of the fair market value of the real property may be filed by a judgment debtor with the court in the action for a deficiency judgment or in any other action on the contract which has been maintained. Notice of the filing of an application and the hearing shall be given to all parties to the action. **The fair market value shall be determined by the court at a priority hearing upon such evidence as the court may allow.** The court shall issue an order crediting the amount due on the judgment with the greater of the sales price or the fair market value of the real property. For the purposes of this subsection, "fair market value" means the most probable price, as of the date of the execution sale, in cash, or in terms equivalent to cash, or in other precisely revealed terms, after deduction of prior liens and encumbrances with interest to the date of sale, for which the real property or interest therein would sell after reasonable exposure in the market under conditions requisite to fair sale, with the buyer and seller each acting prudently, knowledgeably and for self-interest, and assuming that neither is under duress. Any deficiency judgment recovered shall include interest on the amount of the deficiency from the date of the sale at the rate provided in the deed of trust or in any of the contracts evidencing the debt, together with any costs and disbursements of the action.

****Please also note that "Habeas Corpus" was spelled incorrectly as a case type and case subtype. Please correct "Habeas Corpus" to read "Habeas Corpus in AJACS."**

Case Type Codes 3-3		
Court Type	Case Category	Case Type
Civil	CV	Habeas Corpus

Case Subtype Codes 3-4		
Case Category	Case Type	Case Subtype
CV	Change of Venue	Habeas Corpus
CV	Habeas Corpus	Habeas Corpus
CV	Unclassified Civil	Habeas Corpus

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, April 20th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

4/20/2011 Agenda:

- AOC:

- Add new Event Entry Type code of "Order: Incapacitated/Guardian Appointed" to PB.
 - This is for reporting purposes to the Secretary of State for requirements of ARS §16-165(C) to cancel voter registration of an individual. There are three parts to ARS §16-165(C):
 - *C. When proceedings in the superior court or the district court result in a person being declared incapable of taking care of himself and managing his property, and for whom a guardian of the person and estate is appointed, result in such person being committed as an insane person or result in a person being convicted of a felony, the clerk of the superior court in the county in which those proceedings occurred shall file with the secretary of state an official notice of that fact. The secretary of state shall notify the appropriate county recorder and the recorder shall cancel the name of the person upon the register. Such notice shall name the person covered, shall give the person's date and place of birth if available, the person's social security number, if available, the person's usual place of residence, the person's address and the date of the notice, and shall be filed with the recorder of the county where the person last resided.*
 - The first part will be covered and captured by the new code.
 - The second part is captured by the same events as the prohibited possessor requirements we agreed upon at the 2/16/2011 GJ Code Standardization meeting:
 - Event Entry Types:

All Documents	
Document Type	Document Sub-Type
Order	Approval of Revised Outpatient Treatment Plan
Order	Court Ordered Treatment
Order	Treatment

- Case Category: Mental Health
- Case Types:

Case Type Codes 3-3
Case Type
Mental Health - Juvenile
Mental Health - Adult
Mental Health - DOC (Dept of Corrections)

- Party Role: Patient, Incapacitated Person, Incapacitated/Protected Person
- The **third** part will be covered and captured by using one of the following disposition codes that already exist in code standardization on a felony charge in a criminal case:

Disposition Codes	
Disposition Code	Disposition Description
AC	ACQUITTED/NOT GUILTY
GG	GUILTY
GI	GUILTY BUT INSANE
GT	GUILTY PLEA AFTER TRIAL START

- Also, the following scenario should trigger the case to be added to the report: in a “Guardianship – Adult” case with a party role of Incapacitated Person (IN) or Incapacitated/Protected Person (IP), and when the “Order: Appointing Guardian” is filed.
- **PLEASE INFORM YOUR COURTS TO USE THESE CODES TO ACCURATELY REPORT THE INFORMATION.**
 - *Please use these codes from now on, however, also continue your current business practices for reporting to the Secretary of State as this report is not operational yet.*
 - Discussion occurred and the new event code was approved. The report will pull information based off either: the new event code for the first section of the statute, the codes required for the second section of the statute, and/or the disposition codes for the third section of the statute.
 - For the first section of the newly approved order, the judge must determine a person is incapacitated due to them being “declared incapable of taking care of himself and managing his property, and for whom a guardian of the person and estate is appointed.”
- Clerks:
 - Request to add “Payment: Renewal of Judgment” as a Payment code to Civil.
 - *The Class E schedule in ARS §12-284 provides for a minimum clerk fee. This schedule does not specifically identify the filing of a judgment renewal affidavit, however it does require payment of the minimum clerk fee for “filing any paper or performing any act for which a fee is not specifically provided.” The renewal affidavit reasonably falls into this catch-all provision.*
 - *As described in ARS §12-1612, the judgment renewal affidavit is a “filing.”*
 - *“A judgment for the payment of money which has been entered and docketed in the civil docket or civil order book of the . . . superior court, may be renewed by filing an affidavit for renewal with the clerk of the proper court.” [emphasis added]*
 - **No Objections. Courts may start charging this fee as of today if they are not already.**
- Mohave:
 - Request to have the following Document Types/Subtypes change the case status to “Adjudicated.”

Order	Terminating Guardianship
Order	Appointing Guardian/Conservator
Order	Appointing Limited Guardian
Order	Appointing Special Conservator
Order	Appointing Successor Conservator
Order	Appointing Successor Guardian
Order	Appointing Successor Guardian/Conservator
Order	Appointing Temporary Conservator
Order	Appointing Temporary Guardian/Conservator

- Should the party status be changed as well? Below are the available Party Statuses for GC cases:

Party Status 3-15 (Guardianship and Conservatorship by Case Typ)

Guardianship and Conservatorship Party Status
Active
Completed
Post Judgment
Stayed - Appealed to Higher Court
Stayed - Federal Court
Terminated - Administrative
Terminated - Age of Majority
Terminated - Change of Venue
Terminated - Consolidated
Terminated - Court Order
Terminated - Death

Party Status 3-15 (Guardianship and Conservatorship by Case Typ)

Guardianship and Conservatorship Party Status
Terminated - Dismissed No Activity
Terminated - Dismissed Other
Warrant

- Discussion occurred and it was decided that we will table this item as the requestor was not available to support their request. This code change was requested to remove cases where there has been a guardian or conservator appointed from judges' caseloads. However, the group decided instead of Adjudicating the events listed above, we should add a new party status of "Active – Guardian/Conservator Appointed" which will allow the courts to see that the case is still open, but they do not necessarily need to keep it on their caseload, other than for the annual report. I will add this to next month's agenda for further discussion.

- Pinal:

- Request to add the following Appearance Reason and Minute Entry to all case categories:
 - Hearing: Review of Payments
 - Minute Entry: Review of Payments
 - No Objections.
 -

- From 3/16/2011 Agenda:

- Request to add the following Appearance Reason and Minute Entry:
 - "Hearing: Priority Hearing" to CV
 - "Minute Entry: Priority Hearing" to CV
- Authorized under ARS §33-814:
- 33-814. Action to recover balance after sale or foreclosure on property under trust deed
- *A. Except as provided in subsections F and G of this section, within ninety days after the date of sale of trust property under a trust deed pursuant to section 33-807, an action may be maintained to recover a deficiency judgment against any person directly, indirectly or contingently liable on the contract for which the trust deed was given as security including any guarantor of or surety for the contract and any partner of a trustor or other obligor which is a partnership. In any such action against such a person, the deficiency judgment shall be for an amount equal to the sum of the total amount owed the beneficiary as of the date of the sale, as determined by the court less the fair market value of the trust property on the date of the sale as determined by the court or the sale price at the trustee's sale, whichever is higher. A written application for determination of the fair market value of the real property may be filed by a judgment debtor with the court in the action for a deficiency judgment or in any other action on the contract which has been maintained. Notice of the filing of an application and the hearing shall be given to all parties to the action. **The fair market value shall be determined by the court at a priority hearing upon such evidence as the court may allow.** The court shall issue an order crediting the amount due on the judgment with the greater of the sales price or the fair market value of the real property. For the purposes of this subsection, "fair market value" means the most probable price, as of the date of the execution sale, in cash, or in terms equivalent to cash, or in other precisely revealed terms, after deduction of prior liens and encumbrances with interest to the date of sale, for which the real property or interest therein would sell after reasonable exposure in the market under conditions requisite to fair sale, with the buyer and seller each acting prudently, knowledgeably and for self-interest, and assuming that neither is under duress. Any deficiency judgment recovered shall include interest on the amount of the deficiency from the date of the sale at the rate provided in the deed of trust or in any of the contracts evidencing the debt, together with any costs and disbursements of the action.*
 - No Objections.

***Please also note that “Habeas Corpus” was spelled incorrectly as a case type and case subtype. Please correct “Habeus Corpus” to read “Habeas Corpus in AJACS.*

Case Type Codes 3-3		
Court Type	Case Category	Case Type
Civil	CV	Habeas Corpus

Case Subtype Codes 3-4		
Case Category	Case Type	Case Subtype
CV	Change of Venue	Habeas Corpus
CV	Habeas Corpus	Habeas Corpus
CV	Unclassified Civil	Habeas Corpus

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, May 18th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled Items from 4/20/2011 Agenda:

- Mohave:

- o Request to have the following Document Types/Subtypes change the case status to "Adjudicated."

Order	Terminating Guardianship	Currently changes case status to "Adjudicated." Leave this as adjudicated until "Closed" is fixed to allow viewing of demographics, etc. This should be fixed in 3.6 build and we will address this then.
Order	Appointing Guardian/Conservator	Change Case Status to "Adjudicated"
Order	Appointing Limited Guardian	Change Case Status to "Adjudicated"
Order	Appointing Special Conservator	Change Case Status to "Adjudicated"
Order	Appointing Successor Conservator	Change Case Status to "Adjudicated"
Order	Appointing Successor Guardian	Change Case Status to "Adjudicated"
Order	Appointing Successor Guardian/Conservator	Change Case Status to "Adjudicated"
Order	Appointing Temporary Conservator	Do not change Case Status
Order	Appointing Temporary Guardian/Conservator	Do not change Case Status

- Discussion occurred and we discussed this with Bert Cisneros and decided that the changes above should be made since the cases are technically adjudicated when the Guardian/Conservator is appointed, but they are not closed as they still have annual reports done annually. The case status should be changed to "Closed" for the "Order: Terminating Guardianship," but not until the closed case status allows users to view the demographics on the case.

- Should the party status be changed as well? Below are the available Party Statuses for GC cases:

Party Status 3-15 (Guardianship and Conservatorship by Case Typ)	
Guardianship and Conservatorship Party Status	
Active	
Completed	
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Terminated - Death	
Terminated - Dismissed No Activity	
Terminated - Dismissed Other	
Warrant	

- Discussion occurred and it was decided that we will table this item as the requestor was not available to support their request. This code change was requested to remove cases where there has been a guardian or conservator appointed from judges' caseloads. However, the group decided instead of Adjudicating the events listed above, we should add a new party status of "Active – Guardian/Conservator Appointed" which will allow the courts to see that the case is still open, but they do not necessarily need to keep it on their caseload, other than for the annual report. I will add this to next month's agenda for further discussion.
 - The group decided that the case status should be changed and a new party status is not needed.

- **5/18/2011 Agenda:**

- Pinal:

- Request to add the following Document Type and Subtype to JV:
 - Petition: Delinquency/Incorrigible
 - Currently we have "Petition: Delinquency" and "Petition: Incorporrigible," but this code is for combined petitions.
 - Discussion occurred and it was decided to table this item for next month for the requestor to discuss as the group requested we end date "Petition: Delinquency" and "Petition: Incorporrigible," and only use the requested code of "Petition: Delinquency/Incorrigible."
 - After follow up, requestor still requests the addition of this third code as Pinal's Judges track these individually and combined. Will be added to the June agenda.

- Request to add the following Document Type/Subtype to all case categories except AD:
 - Motion: Motion for Blood/Genetic/DNA Testing
 - **No Objections.** However, the group decided this should not be needed for Civil and Probate case categories for now and will not be added. If the requestor needs these at a later date, they can be added then.
- JOLTSaz:
 - Request to add the Offense Class Type of “Status” for all Juvenile Status charges.
 - *JOLTSaz is preparing for integration with AJACS and is requesting that AJACS add ARS codes that are being used in Juvenile Court for offenses that are specific to juveniles. In order to accommodate the Juvenile Courts, we will need statutes with the offense type of “Status” to be added for the status offenses with which juveniles are charged.*
 - The AJACS team has informed me these ARS codes are in AJACS, they just need “Status” as an Offense type as these are truly status charges for Juveniles, not felonies or misdemeanors.
 - **No objections.** Group wanted to make sure these are only added to those ARS codes affecting juveniles and which are considered Status offenses. Please ensure they are only added to such ARS codes that are truly status offenses.
- Yavapai:
 - Request to remove the automatic case status change from the document type/subtype of “Judgment: Proposed Form of Judgment.”
 - **No Objections**
- AOC:
 - FYI: Currently, the following Disposition codes are available in AJACS that do not exist in Code Standardization. These codes will be end dated in AJACS as they are converted codes and should not be used:

91	GUILTY/RESPONSIBLE/NO MVD RPT	1000028	End Date
22	JDGMT GUILTY RESP/BAIL TO FINE	1000007	End Date
21	JDGMT GUILTY/RESP SENT IMPOSED	1000006	Add to Standardization
20	JDGMT GUILTY/RESP SENT SUSPEND	1000005	Add to Standardization
11	PLEA GUILTY/RESP SENT IMPOSED	1000003	Add to Standardization
10	PLEA GUILTY/RESP SENT SUSPEND	1000002	Add to Standardization

- **Santa Cruz objected to this as they are using 10, 11, 20 and 21 for their Civil Traffic cases. Since they use these and there are no other comparable codes, the four codes listed above should be left in AJACS and will be added to Standardization. However, Disposition Codes 91 and 22 should be end dated in AJACS.**

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, May 18th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled Items from 4/20/2011 Agenda:

- Mohave:

- o Request to have the following Document Types/Subtypes change the case status to "Adjudicated."

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Terminated - Dismissed No Activity	
Terminated - Dismissed Other	
Warrant	

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- **5/18/2011 Agenda:**

- Pinal:

- Request to add the following Document Type and Subtype to JV:
 - Petition: Delinquency/Incorrigible
 - Currently we have "Petition: Delinquency" and "Petition: Incorporrigible," but this code is for combined petitions.
 - Discussion occurred and it was decided to table this item for next month for the requestor to discuss as the group requested we end date "Petition: Delinquency" and "Petition: Incorporrigible," and only use the requested code of "Petition: Delinquency/Incorrigible."
 - After follow up, requestor still requests the addition of this third code as Pinal's Judges track these individually and combined. Will be added to the June agenda.

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 - Motion: Motion for Blood/Genetic/DNA Testing
 - **No Objections.** However, the group decided this should not be needed for Civil and Probate case categories for now and will not be added. If the requestor needs these at a later date, they can be added then.
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 - Request to remove the automatic case status change from the document type/subtype of “Judgment: Proposed Form of Judgment.”
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 - FYI: Currently, the following Disposition codes are available in AJACS that do not exist in Code Standardization. These codes will be end dated in AJACS as they are converted codes and should not be used:

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GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, June 15th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled Items from 5/18/2011 Agenda:

- Pinal:

- Request to add the following Document Type and Subtype to JV:
 - Petition: Delinquency/Incorrigible
 - Currently we have “Petition: Delinquency” and “Petition: Incorporrigible,” but this code is for combined petitions.
 - Discussion occurred and it was decided to table this item for next month for the requestor to discuss as the group requested we end date “Petition: Delinquency” and “Petition: Incorporrigible,” and only use the requested code of “Petition: Delinquency/Incorrigible.”
 - After follow up, requestor still requests the addition of this third code as Pinal's Judges track these individually and combined. Will be added to the June agenda.
 - **No Objections**

6/15/2011 Agenda:

- Pinal:

- Request to add the following Event Entry Type to Dependency:
 - “Order: ASFA Findings Re: Reasonable Efforts To Finalize The Permanency Plan”
 - **Request was modified and approved as “Order: ASFA Findings”**
- Request to change “Order: Blood/DNA Tests” to “Order: Order for Blood/Genetic/DNA Testing” to match 5/18/2011 approved code “Motion: Motion for Blood/Genetic/DNA Testing.”
 - **No Objections**
- Request to add the following Event Entry Types to Mental Health:
 - Order: Order for Service of Documents
 - Order: Order for Custodial Evaluation
 - **No Objections**
- Request to add the following Event Entry Types to Family Law:
 - Miscellaneous: Order of Protection Guide Sheet
 - **The group agreed these should not be docketed as they are informational and not a document. This code was not approved.**
 - Petition: Petition/Motion to Enforce Decree
 - Petition: Petition/Motion to Terminate Support
 - Response: Response to Petition for Paternity
 - Report: Child Custody and Parenting Review Report
 - Report: Child Interview Report
 - Statement: Pretrial statement or Statement: Prehearing statement
 - **No Objections**

- Request to add the following Event Entry Type to CR & JV:
 - “Petition: Petition to Dismiss Petition to Revoke”
 - The Order and ME already exist in code standardization for this.
 - “Order: Dismissing Petition to Revoke”
 - “Minute Entry: Dismiss Petition to Revoke”
 - **No Objections**
 - Request to add the following Event Entry Types to CR:
 - “Motion: Motion for Extraordinary Compensation”
 - “Order: Order for Extraordinary Compensation”
 - *In Pinal County Sup Court, court-appointed counsel are granted up to 40 hours for pretrial preparation. If hours are not enough to cover all of the time and expenses incurred in a particular case, then counsel motions the court for permission to obtain more hours for the case and extra costs. The court reviews the request and grants or denies it.*
 - **No Objections**
 - Request to add the following Event Entry Types to JD:
 - “Motion: Motion for Medical Authorization and Consent”
 - “Order: Order for Medical Authorization and Consent”
 - “Motion: Motion for Pickup of Minor Child”
 - *Request for an Order that any person having physical custody of the minor, immediately deliver him/her to a representative of the ADES or to an officer of the AZ Dept of Public Safety/AZ Hwy Patrol, law enforcement, etc, who shall take the child into custody and deliver the child into the custody of a representative of the ADES or designee. Generally the child has run away from a group home or wherever placed.*
 - “Order: Order for Pickup of Minor Child”
 - **No Objections**
- La Paz:
- Request to have “Order: Forfeiture” change the Case Status to “Adjudicated” and the Party Status to “Terminated: Judgment/Order.”
 - **No Objections**
- AOC:
- Request to add two new Court types:
 - “Criminal – NC”
 - “Juvenile – NC”
 - There is currently new programming in AJACS that will automatically set the case category, case type and case subtype based on the most severe charge entered.
 - The new functionality will work for Criminal and Juvenile Delinquency cases with charges; however, in order for the court to enter a Criminal or Juvenile Delinquency case without a charge, the system is now requiring these new court types to allow for this functionality. For example, a Search Warrant case would be entered under these new court types and will allow for entry without having to enter a charge. This will then allow the user to manually enter the case category, case type and case subtype.
 - “NC” stands for “No Charge.”
 - There are numerous codes that will need to be added to these new court types that already exist for CR and JV, and others will need to be end dated from CR and JV court types.
 - This will be added as an addendum or on a future agenda.
 - **No Objections**
 - **Further discussion: I confirmed with Bert these will not impact stats. Also, because there will be an overhaul in regards to the hierarchy, I will schedule a workgroup meeting for this and send out an email requesting volunteers for this workgroup.**

- There were some questions regarding if a case is filed as a “Non-Charge” case, but charges were later filed, would the hierarchy on the case change. The hierarchy will never change once a case has been initiated. The only way to change a case hierarchy on a case initiated would be to close the existing “Non-Charge” case and initiate the new case with the charges. Then, the user can associate the closed “Non-Charge” case to the new case with charges.
- Further, Manuel from the AJACS team will follow up to see if a user will be able to manually change the automatically filled in case hierarchy based on the most severe charge on a CR or JV case that has charges. I am not sure we would want this to be changed because the case hierarchy will auto-fill based on the most severe charge and if there is something that is incorrect, it should be corrected in the tables, not by the user at case initiation.

6/15/2011 Addendum:

- Mohave:
 - Request to add “Attorney General - Petition” as a Filing Method for Juvenile Dependency cases.
 - No Objections
 - At today’s GJ Code Standardization meeting I requested volunteers for a workgroup to discuss filing types in AJACS 3.6. I am emailing to ask for volunteers for this workgroup. If you or someone in your court would like to participate, please email me. I have requested 10 phone lines for this and would like to keep it at 10.
 - The reason for this workgroup is to ensure we have all of the correct filing types for each court type. In AJACS 3.6, the filing types are now being filtered by court type. Previously, all filing types in code standardization were available to all court types in AJACS, however not all required filing types were attached to each court type in code standardization. Now that 3.6 is filtering based on court type, we need to go through the filing types and attach them to the correct court types in code standardization so they are available in AJACS.
 - I have requested a phone line for Friday, June 24th at 9:00 – 11:00 for this meeting. I will confirm once the line has been scheduled, but please send me a list of volunteers by close of business Friday, June 17th.
- Yavapai:
 - Request the add the following Event Entry Types to Civil:
 - Verdict: In Favor of Plaintiff
 - Verdict: In Favor of Defendant
 - No Objections
- Pinal:
 - Request to add the following Minute Entry to Criminal:
 - Minute Entry: Dismissal of Rule 32 Petition
 - Request was modified and approved as “Rule 32: Dismissal”
- **Additional Items:**
 - Yuma:
 - Request to add the following Filing Type to Probate:
 - “County Attorney”
 - No Objections
 - Pinal:
 - Request to add the following case subtypes to the case type of “Property Forfeiture” and to end date them from the case type of “Unclassified Civil:”
 - Seized Cash
 - Seized Other

- Seized Vehicle
 - No Objections
- Apache:
 - Request for follow-up regarding adding the search functionality for “Minute Entry” event entry types in the event entry screen.
 - Discussed that a remedy should be submitted to Support so they can forward it to the correct channels.
 - I sent an email regarding this matter to the AJACS team to verify if a remedy ticket has been submitted. Will follow up.

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, June 15th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled Items from 5/18/2011 Agenda:

- Pinal:

- Request to add the following Document Type and Subtype to JV:
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 - Currently we have “Petition: Delinquency” and “Petition: Incorporrigible,” but this code is for combined petitions.
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 - After follow up, requestor still requests the addition of this third code as Pinal's Judges track these individually and combined. Will be added to the June agenda.
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- Yavapai:
 - Request the add the following Event Entry Types to Civil:
 - Verdict: In Favor of Plaintiff
 - Verdict: In Favor of Defendant
 - No Objections
- Pinal:
 - Request to add the following Minute Entry to Criminal:
 - Minute Entry: Dismissal of Rule 32 Petition
 - Request was modified and approved as an Event Entry Type “Rule 32: Dismissal”
- **Additional Items:**
 - Yuma:
 - Request to add the following Filing Type to Probate:
 - “County Attorney”
 - No Objections
 - Pinal:
 - Request to add the following case subtypes to the case type of “Property Forfeiture” and to end date them from the case type of “Unclassified Civil:”
 - Seized Cash
 - Seized Other

- Seized Vehicle
 - No Objections
- Apache:
 - Request for follow-up regarding adding the search functionality for “Minute Entry” event entry types in the event entry screen.
 - Discussed that a remedy should be submitted to Support so they can forward it to the correct channels.
 - I sent an email regarding this matter to the AJACS team to verify if a remedy ticket has been submitted. Will follow up.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, July 20th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

7/20/2011 Agenda:

- Coconino:
 - o Request to add "Payment: Civil Penalty" to CV.
 - Judge ordered defendant to pay a Civil Penalty pursuant to ARS §11-808(D), however there is no current way to accept payment, so the court is requesting this code be added.
 - ARS §11-808(D):
 - D. A county may establish civil penalties for violation of any zoning regulation or ordinance. Civil penalties shall not exceed the amount of the maximum fine for a class 2 misdemeanor. Each day of continuance of the violation constitutes a separate violation. If an alleged violator is served with a notice of violation pursuant to subsection E of this section, the alleged violator shall not be subject to a criminal charge arising out of the same facts.
 - **No Objections.**
- Pinal:
 - o Request to add the following Event Entry Types to all Court Types
 - Motion: Motion for Approval of Alternative Methods of Service
 - Order: Order for Approval of Alternative Methods of Service
 - **No Objections.**
 - o Request to change "Change of Venue: Change of Venue Received" to "Change of Venue: Change of Venue Received – Case Initiation."
 - **No Objections.**
 - **Discussion occurred and it was decided that we will change "Change of Venue: Change of Venue Received" to "Change of Venue: Change of Venue Received - Case Initiation" and will be used for all court types currently tied to the old code: Civil, Criminal, Criminal – NC, Family Law, Juvenile, Juvenile – NC, Probate, and Traffic. This code is to be used for all incoming Change of Venues that are new cases.**
 - **Case Status will automatically be set to change to "Open" and Party Status to "Active."**
 - o Request to add "Change of Venue: Change of Venue Received – Existing Case."
 - This issue arose because we have "Change of Venue: Change of Venue Received" changing the case/party status to Open/Active. However, Pinal is using this code to docket when, *County attorney initiates a case with Petition to Enforce Child Support. The original orders were out of Maricopa County. The case status would be REOPENED as it is "enforcement", then we receive the change of venue documents from Maricopa.*
 - Thus, when they docket the "Change of Venue: Change of Venue Received," it puts the case into Open/Active, where they then manually change it to Reopened.

- Should this even be docketed as a change of venue event?
 - Instead of adding the new code, should we just remove the case/party status attached to the event?
 - **No Objections.**
 - **Discussion occurred and it was decided that this code will be added to standardization and will only be available for Family Law. This code is to only be used when there already is an existing case open and then the Change of Venue Order is received.**
 - **There will be no automatic case/party status change attached to this event.**
- Request to add the following Event Entry Type to FL:
 - Judgment: Temporary Orders
 - *With respect to child support/paternity/IV-D cases the judge is signing a judgment with temporary orders and staff is using JUDGMENT: Judgment which is closing the party, but as these are temporary orders this is causing tremendous clean up.*
 - We currently have “Order: Temporary Orders,” however the requestor would like this to accurately reflect the language in the judgment:
 - *The Bureau of Vital Statistics shall reflect the foregoing establishment of paternity pursuant to A.R.S. 36-337; and the Clerk of the Court shall notify the Bureau of Vital Statistics of the Judgment and Order*
 - **No Objections.**
- Request to automatically change the case status for “Mandate: Reversed” and “Mandate: Case Remanded for New Trial” to Re-Activated.
 - Also, how should courts be using “Re-Activated” as a case status? How should we define “Re-Activated?”
 - Should it only be used for cases on the Inactive calendar with a case status of active, or should it also be after an appeal is remanded and there is action required on the case?
 - **No Objections.**
 - **In addition to changing the Case Status to “Re-Activated” for the codes listed above, it was agreed to change the Party Status to “Active” upon docketing of these events.**
 - **“Re-Activated” was defined and should be used for cases that are mandated back on appeal that were not remanded for a new trial. The time for statistical purposes starts back up when the case is changed to “Re-activated” after having been stopped for sentencing or when the case was Adjudicated/Closed.**
- Request to add the following Minute Entry to CR:
 - Minute Entry: Rule 11 Order Finding of Competency and Change of Plea
 - We currently have the following Minute Entries:
 - Minute Entry: Rule 11 Order Finding of Competency
 - Minute Entry: Change of Plea
 - Pinal is requesting to add this combined code because they are happening and the same time and they do not want to lose the change of plea event to track the Rule 11 starting of the clock.
 - **Discussion occurred and it was decided to add the new code of “Minute Entry: Rule 11 Order Finding of Competency and Change of Plea” for CR as we were unsure if AJACS could tie one Minute Entry to multiple events. I will follow up to see if AJACS can tie one Minute Entry to multiple events, but for now this code is approved and added to code standardization in addition to the already existing codes listed above.**
- Request to remove the case status of “Open” and the party status of “Active” from “Warrant: Miscellaneous Documents.”
 - There are different ways this can be used and it should not change the statuses.
 - **No Objections.**

- Mohave:
 - o Request to add “Letters: of Conservatorship” to CV.
 - Already exists for GC
 - *We have a civil case where the attorney has filed a conservatorship within that civil case (it is an insurance settlement case).*
 - **No Objections.**

- Yavapai:
 - o Request to automatically change the case status for “Rule 32: Ruling on Post Conviction Relief” to “Re-Adjudicated” and the party status to “Terminated – Re-Adjudicated.”
 - *The regular events for Rule 32 change the case status to “reopened” so we need closure.*
 - **Discussion occurred and it was decided that the currently existing code of “Rule 32: Ruling on Post Conviction Relief” will be changed to “Rule 32: Granting of Petition for Post Conviction Relief.” There will be no automatic case/party status change attached to this new code as it the case will already be in Reopened/Rule 32 due to the Rule 32 Petition being filed.**
 - **The courts should be using “Rule 32: Dismissal” as the event denying and dismissing Rule 32 Petitions. This code was approved at the June 15, 2011 Code Standardization meeting and will be pushed with all other codes once all courts are on AJACS 3.6 at the end of August, 2011.**
 - **It was agreed that “Rule 32: Dismissal” will automatically change the case status to “Re-Adjudicated” and the party status to “Terminated – Re-Adjudicated.”**
 - o Request to automatically change the party status for “Petition: Revoke Probation” to “Post Sentence Matters” for CR & JV.
 - The case status is already set to automatically change to “Reopened.”
 - **No Objections.**

- AOC:
 - o Adding the following tables and codes to Code Standardization as they have been added in AJACS 3.6:
 - **Situation Type:**
 - *These are the special situations that the user will have to choose when scheduling a case without an existing case number in the database. These basically are just a way to generate place holder cases.*

CODE	DESCRIPTION
OC	OUT OF COUNTY CASE
IA	INITIAL APPEARANCE
CVC	CIVIL COMPLAINTS
DP	DEPENDENCY

- **Special Handling Type:**
- *In the GCI (General case information) there is a tab to the left called special handling. Within the tab once the user hits add. It allows them to choose a party that is on the case, associate them with a special handling type and enter the effective date and/or end date that the party entered this special situation.*

Special Handling Type								
DESCRIPTION	Civil	Criminal	Criminal - NC	Family Law	Juvenile	Juvenile - NC	Probate	Traffic
DRUG COURT		x	x		x	x		x

Special Handling Type								
DESCRIPTION	Civil	Criminal	Criminal - NC	Family Law	Juvenile	Juvenile - NC	Probate	Traffic
DEPENDENCY					*	*		
DUI COURT		x	x		x	x		x
DOMESTIC VIOLENCE COURT		x	x	x				
ELECTION CHALLENGES	x							
EARLY DISPOSITION COURT		x	x		x	x		x
EVICCTIONS	x							
FAMILY DRUG COURT				x				
INTEGRATED FAMILY COURT				x				
JUVENILE DRUG COURT					x	x		
MENTAL HEALTH COURT							x	
PROBATION REVOCATION COURT		x	x		x	x		x
TEEN COURT					x	x		x

Addendum:

- Apache:
 - o Request to add the following Appearance Reasons and Event Entry Types to Juvenile Dependency:
 - Hearing: In-home Intervention Hearing
 - Hearing: In-home Intervention Review Hearing
 - Minute Entry: In-home Intervention Hearing
 - Minute Entry: In-home Intervention Review Hearing
 - **No Objections.**

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, July 20th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

7/20/2011 Agenda:

- Coconino:
 - o Request to add "Payment: Civil Penalty" to CV.
 - Judge ordered defendant to pay a Civil Penalty pursuant to ARS §11-808(D), however there is no current way to accept payment, so the court is requesting this code be added.
 - ARS §11-808(D):
 - D. A county may establish civil penalties for violation of any zoning regulation or ordinance. Civil penalties shall not exceed the amount of the maximum fine for a class 2 misdemeanor. Each day of continuance of the violation constitutes a separate violation. If an alleged violator is served with a notice of violation pursuant to subsection E of this section, the alleged violator shall not be subject to a criminal charge arising out of the same facts.
 - **No Objections.**
- Pinal:
 - o Request to add the following Event Entry Types to all Court Types
 - Motion: Motion for Approval of Alternative Methods of Service
 - Order: Order for Approval of Alternative Methods of Service
 - **No Objections.**
 - o Request to change "Change of Venue: Change of Venue Received" to "Change of Venue: Change of Venue Received – Case Initiation."
 - **No Objections.**
 - **Discussion occurred and it was decided that we will change "Change of Venue: Change of Venue Received" to "Change of Venue: Change of Venue Received - Case Initiation" and will be used for all court types currently tied to the old code: Civil, Criminal, Criminal – NC, Family Law, Juvenile, Juvenile – NC, Probate, and Traffic. This code is to be used for all incoming Change of Venues that are new cases.**
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- Should this even be docketed as a change of venue event?
 - Instead of adding the new code, should we just remove the case/party status attached to the event?
 - **No Objections.**
 - **Discussion occurred and it was decided that this code will be added to standardization and will only be available for Family Law. This code is to only be used when there already is an existing case open and then the Change of Venue Order is received.**
 - **There will be no automatic case/party status change attached to this event.**
- Request to add the following Event Entry Type to FL:
 - Judgment: Judgment for Temporary Orders
 - *With respect to child support/paternity/IV-D cases the judge is signing a judgment with temporary orders and staff is using JUDGMENT: Judgment which is closing the party, but as these are temporary orders this is causing tremendous clean up.*
 - We currently have “Order: Temporary Orders,” however the requestor would like this to accurately reflect the language in the judgment:
 - *The Bureau of Vital Statistics shall reflect the foregoing establishment of paternity pursuant to A.R.S. 36-337; and the Clerk of the Court shall notify the Bureau of Vital Statistics of the Judgment and Order*
 - **No Objections.**
- Request to automatically change the case status for “Mandate: Reversed” and “Mandate: Case Remanded for New Trial” to Re-Activated.
 - Also, how should courts be using “Re-Activated” as a case status? How should we define “Re-Activated?”
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 - **No Objections.**
 - **In addition to changing the Case Status to “Re-Activated” for the codes listed above, it was agreed to change the Party Status to “Active” upon docketing of these events.**
 - **“Re-Activated” was defined and should be used for cases that are mandated back on appeal. The time for statistical purposes starts back up when the case is changed to “Re-activated” after having been stopped for sentencing or when the case was Adjudicated/Closed.**
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 - o Request to add “Letters: of Conservatorship” to CV.
 - Already exists for GC
 - *We have a civil case where the attorney has filed a conservatorship within that civil case (it is an insurance settlement case).*
 - **No Objections.**

- Yavapai:
 - o Request to automatically change the case status for “Rule 32: Ruling on Post Conviction Relief” to “Re-Adjudicated” and the party status to “Terminated – Re-Adjudicated.”
 - *The regular events for Rule 32 change the case status to “reopened” so we need closure.*
 - **Discussion occurred and it was decided that the currently existing code of “Rule 32: Ruling on Post Conviction Relief” will be changed to “Rule 32: Granting of Petition for Post Conviction Relief.” There will be no automatic case/party status change attached to this new code as it the case will already be in Reopened/Rule 32 due to the Rule 32 Petition being filed.**
 - **The courts should be using “Rule 32: Dismissal” as the event denying and dismissing Rule 32 Petitions. This code was approved at the June 15, 2011 Code Standardization meeting and will be pushed with all other codes once all courts are on AJACS 3.6 at the end of August, 2011.**
 - **It was agreed that “Rule 32: Dismissal” will automatically change the case status to “Re-Adjudicated” and the party status to “Terminated – Re-Adjudicated.”**
 - o Request to automatically change the party status for “Petition: Revoke Probation” to “Post Sentence Matters” for CR & JV.
 - The case status is already set to automatically change to “Reopened.”
 - **No Objections.**
 - **Also, automatically change the Party Status for “Order: Revoke Probation” to “Post Sentence Matters.”**

- AOC:
 - o Adding the following tables and codes to Code Standardization as they have been added in AJACS 3.6:
 - **Situation Type:**
 - *These are the special situations that the user will have to choose when scheduling a case without an existing case number in the database. These basically are just a way to generate place holder cases.*

CODE	DESCRIPTION
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DP	DEPENDENCY

- **Special Handling Type:**
- *In the GCI (General case information) there is a tab to the left called special handling. Within the tab once the user hits add. It allows them to choose a party that is on the case, associate them with a special handling type and enter the effective date and/or end date that the party entered this special situation.*

Special Handling Type								
DESCRIPTION	Civil	Criminal	Criminal - NC	Family Law	Juvenile	Juvenile - NC	Probate	Traffic

Special Handling Type								
DESCRIPTION	Civil	Criminal	Criminal - NC	Family Law	Juvenile	Juvenile - NC	Probate	Traffic
DRUG COURT		x	x		x	x		x
DEPENDENCY					x	x		
DUI COURT		x	x		x	x		x
DOMESTIC VIOLENCE COURT		x	x	x				
ELECTION CHALLENGES	x							
EARLY DISPOSITION COURT		x	x		x	x		x
EVICCTIONS	x							
FAMILY DRUG COURT				x				
INTEGRATED FAMILY COURT				x				
JUVENILE DRUG COURT					x	x		
MENTAL HEALTH COURT							x	
PROBATION REVOCATION COURT		x	x		x	x		x
TEEN COURT					x	x		x

Addendum:

- Apache:
 - o Request to add the following Appearance Reasons and Event Entry Types to Juvenile Dependency:
 - Hearing: In-home Intervention Hearing
 - Hearing: In-home Intervention Review Hearing
 - Minute Entry: In-home Intervention Hearing
 - Minute Entry: In-home Intervention Review Hearing
 - **No Objections.**

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, August 17th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

8/17/2011 Agenda:

- Pinal:
 - Request to add the following Event Entry Type to CV & CR:
 - Motion: Motion/Request for Production of Documents/Evidence
 - ARCRP 15 & ARCP 34
 - Request to add the following Event Entry Type to CR:
 - Allegation: Allegation of Offenses Committed While Released
 - *Allegations as an addendum to indictment...defendant therefore subject to enhancement of punishment per ARS 13-604*
 - Request to add the following Event Entry Type to CR:
 - Allegation: Allegation of Historical Prior Convictions
 - We currently have “Allegation: Allegation of Prior Convictions” in code standardization that needs to be added to AJACS.
 - Do we need this? Should the court use the existing code listed above?
 - Request to add the following Event Entry Type to all Court Types:
 - Notice: Withdraw Counsel
 - We currently have “Motion: Withdraw Counsel,” but requestor states they receive numerous of these as notices. Should they use the Motion even though the attorney files it as a Notice?
 - All of the relevant rules state the attorney must motion the court for withdrawal and may only withdraw upon court order. We already have “Order: Withdraw Counsel.” Rules: ARCRP 6.3, ARCP 5.1, ARJuvP 69, ARFLP 9
 - Request to add the following Event Entry Type to CR & JV:
 - Receipt: Order of Commitment Receipt
 - *This is the pink copy of the order of commitment to the county jail that the jail signs.*
 - Request to add the following Event Entry Type to CR:
 - Waiver: Waiver of Preliminary Hearing/Consent to Enter Diversion Program – Suspend Prosecution
 - *This is used in our Early Disposition Court*
 - *Are the courts entering a disposition of “diversion program” on the charges, or are they just updating the case status to STAYED / party status to ADULT DIVERSION; and upon dismissal disposing all charges or prosecution may resume – update statuses accordingly.*
 - Request to add the following Event Entry Types:
 - “Decree: Lodged Decree” to FL
 - “Judgment: Lodged Judgment” to FL, JV, CV & PB

- “Order: Lodged Order” to JV, FL, CV & PB
 - We currently have the following event entry types, however the court requests these as they are the actual Decree, Judgment and Order, not the notices regarding them.

All Documents	
Document Type	Document Sub-Type
Notice	Decree Lodged
All Documents	
Document Type	Document Sub-Type
Notice	Judgment Lodged
All Documents	
Document Type	Document Sub-Type
Notice	Order Lodged

- Apache:

- Apache is having an issue since going to OnBase 9.2 with scanned signed Minute Entries and Finalized Templates. When they scan a signed minute entry and tie it to an event entry type, and a template also exists for that event entry type, both the scanned minute entry and the finalized template are attached to the event entry type on the Register of Actions.
 - Apache has submitted a remedy to fix this so that if they scan a signed minute entry, the template does not also get attached to the event entry type. However, this is an ongoing issue and until it gets fixed in AJACS, they need a way to tie a signed ME to the event entry type without also having the template tied to that event entry type.
 - One suggestion is to change all of the Minute entries to include “Signed” at the end of the the Minute Entry event entry type, and duplicate the minute entry events and instead of signed on the duplicate, include “Template.” This way, they can tie the signed ME to the event entry type ending in “Signed” and they can tie the template to the event ending in “Template” and the attachment will be the correct attachment and they will not have both attached.
 - For example:
 - Minute Entry: Order to Show Cause – Signed
 - Minute Entry: Order to Show Cause - Template
 - Are other courts experiencing this issue? If so, how are you working around it?
 - Request to automatically change the case status for “Minute Entry: Sentencing” to “Adjudicated.”

- Yavapai:

- Request to add the following Probation Types to Code Standardization:
 - Drug Court/DUI Court
 - GPS
 - Sex Offender
 - Domestic Violence
 - Gang
 - White Collar
 - Mental Health
- Request to automatically change the case status for the following event entry types to “Adjudicated” and the party status to “Terminated – Decree by Default.”

- Decree: Default Dissolution with Children
- Decree: Default Dissolution without Children
- Request to add “Court-Appointed Advisory Counsel” as an attorney type.
 - This is requested for when an attorney is appointed as advisory counsel when defendants are representing themselves.
 - We currently have “Court Appointed,” however the court is concerned if they use this, a user could believe that it is a public defender, even though we also have “Public Defender.” It is a training issue that the user should know to use “Public Defender” and not “Court Appointed” in these instances.
 - Should the court use “Court Appointed” even in instances where they are solely acting as advisory counsel, or do we need this additional code as well?

- AOC:

- Adding the existing Probation Types in AJACS to Code Standardization.

Probation Type	
Code	Probation Type
ELCMON	ELECTRONIC MONITORING
HDET	HOME DETENTION
PNR	PENDING REVIEW
PIN	POST INVESTIGATIVE
TROJ	TRANSFER TO OTHER JURISDICTION
TAU	TREATMENT ALTERNATIVE
PROT	PROTECTIVE SUPERVISION
PEN	PENDING PENALTY COMPLETION
PARO	PAROLE
INTR	INTERSTATE COMPACT/RECEIVE
DIV	DIVERSION
CRYS	COURTESY SUPERVISION/RECEIVE STANDARD
CRYJ	COURTESY SUPERVISION/RECEIVE JIPS
U	UNSUPERVISED
K	SUMMARY PROBATION
I	JUVENILE IPS
D	IPS
A	REGULAR PROBATION
JUVPR	JUVENILE PROBATION

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, August 17th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

8/17/2011 Agenda:

- Pinal:

- Request to add the following Event Entry Type to CV & CR:
 - Motion: Motion/Request for Production of Documents/Evidence
 - ARCRP 15 & ARCP 34
 - Discussion occurred and it was decided this will not be added to code standardization as it is prohibited under ARCP 5(G)(2)(b), which states:
 - (2) *Papers Not to Be Filed*. The following papers shall not be filed separately and may be filed as attachments or exhibits to other documents only when relevant to the determination of an issue before the Court:
 - (B) Discovery Papers. Notices of deposition; depositions, interrogatories and answers; requests for production, inspection or admission, and responses; requests for physical and mental examination; and notices of service of any discovery or discovery response.
- Request to add the following Event Entry Type to CR:
 - Allegation: Allegation of Offenses Committed While Released
 - *Allegations as an addendum to indictment...defendant therefore subject to enhancement of punishment per ARS 13-604*
 - Discussion occurred and it was decided this will not be added to code standardization, but rather the court should be using “Addendum: to Indictment” and notate in the comments this is what was filed.
- Request to add the following Event Entry Type to CR:
 - Allegation: Allegation of Historical Prior Convictions
 - We currently have “Allegation: Allegation of Prior Convictions” in code standardization that needs to be added to AJACS.
 - Do we need this? Should the court use the existing code listed above?
 - Discussion occurred and it was decided this will not be added to code standardization, but rather the court should be using the existing code of, “Allegation: Allegation of Prior Convictions.”
- Request to add the following Event Entry Type to all Court Types:
 - Notice: Withdraw Counsel
 - We currently have “Motion: Withdraw Counsel,” but requestor states they receive numerous of these as notices. Should they use the Motion even though the attorney files it as a Notice?
 - All of the relevant rules state the attorney must motion the court for withdrawal and may only withdraw upon court order. We already have “Order: Withdraw Counsel.” Rules: ARCRP 6.3, ARCP 5.1, ARJuvP 69, ARFLP 9

- Discussion occurred and it was decided this will not be added to code standardization, but rather the court should be using “Motion: Withdraw Counsel” even though these come in as Notices. This is a training issue and the rules require these to be motions and counsel cannot withdraw without a court order.
- Request to add the following Event Entry Type to CR & JV:
 - Receipt: Order of Commitment Receipt
 - *This is the pink copy of the order of commitment to the county jail that the jail signs.*
 - Discussion occurred and it was decided this will not be added to code standardization, but rather the court should use, “Receipt: Receipt Non-Monetary” and notate in the comments that it is the Receipt for the Order of Commitment. The group agreed that any receipt not specifically outlined in code standardization that is non-monetary should be docketed using this code.
- Request to add the following Event Entry Type to CR:
 - Waiver: Waiver of Preliminary Hearing/Consent to Enter Diversion Program – Suspend Prosecution
 - *This is used in our Early Disposition Court*
 - Discussion occurred and it was decided this will not be added to code standardization, but rather the court should use, “Waiver: of Preliminary Hearing” and another event indicating the case is in Early Disposition Court, such as, “Indicator: Early Disposition Court.”
 - *Are the courts entering a disposition of “diversion program” on the charges, or are they just updating the case status to STAYED / party status to ADULT DIVERSION; and upon dismissal disposing all charges or prosecution may resume – update statuses accordingly.*
 - Discussion occurred and courts are handling these in different ways. Gila County does not change the disposition until the charge is disposed by completion of the diversion program or by the court. Gila does update the case and party status when the defendant enters into the diversion program and again on disposition. Apache County does change the disposition, and if the defendant fails diversion, they enter a new sequence for the charge.
- Request to add the following Event Entry Types:
 - “Decree: Lodged Decree” to FL
 - “Judgment: Lodged Judgment” to FL, JV, CV & PB
 - “Order: Lodged Order” to JV, FL, CV & PB
 - We currently have the following event entry types, however the court requests these as they are the actual Decree, Judgment and Order, not the notices regarding them.

All Documents	
Document Type	Document Sub-Type
Notice	Decree Lodged
All Documents	
Document Type	Document Sub-Type
Notice	Judgment Lodged
All Documents	
Document Type	Document Sub-Type
Notice	Order Lodged

- Discussion occurred and it was decided these codes will not be added to code standardization. It was agreed if these are the proposed documents, they should be attachments to the Notices and not docketed on their own. For the specific Order, Judgment, or Decree that is filed by the court, the court should be docketing the specific Order, Judgment, or Decree event entry type code.
 - These codes will not be added to Code Standardization.
- Apache:
 - Apache is having an issue since going to OnBase 9.2 with scanned signed Minute Entries and Finalized Templates. When they scan a signed minute entry and tie it to an event entry type, and a template also exists for that event entry type, both the scanned minute entry and the finalized template are attached to the event entry type on the Register of Actions.
 - Apache has submitted a remedy to fix this so that if they scan a signed minute entry, the template does not also get attached to the event entry type. However, this is an ongoing issue and until it gets fixed in AJACS, they need a way to tie a signed ME to the event entry type without also having the template tied to that event entry type.
 - One suggestion is to change all of the Minute entries to include “Signed” at the end of the the Minute Entry event entry type, and duplicate the minute entry events and instead of signed on the duplicate, include “Template.” This way, they can tie the signed ME to the event entry type ending in “Signed” and they can tie the template to the event ending in “Template” and the attachment will be the correct attachment and they will not have both attached.
 - For example:
 - Minute Entry: Order to Show Cause – Signed
 - Minute Entry: Order to Show Cause - Template
 - Are other courts experiencing this issue? If so, how are you working around it?
 - This issue is tabled to allow the AJACS team to implement a fix to AJACS in the remedy ticket. If this issue is not fixed within six months, we will discuss it further.
 - La Paz County noted they do not use signed minute entries and if it is for something that was decided in court that can be appealed, the judge needs to enter a separate order.
 - Apache is moving away from the practice of signed minute entries, but still need this change for signed minute entries entered in the past that were not scanned.
 - Request to automatically change the case status for “Minute Entry: Sentencing” to “Adjudicated.”
 - No Objections.
 - Discussion occurred and it was decided this Minute Entry should also automatically change the party status to “Terminated – Sentenced.”
- Yavapai:
 - Request to add the following Probation Types to Code Standardization:
 - Drug Court/DUI Court
 - GPS
 - Sex Offender
 - Domestic Violence
 - Gang
 - White Collar
 - Mental Health
 - Discussion occurred and it was decided this item is tabled until we can further discuss it with the JOLTSaz and APETS teams. There were several issues discussed:

- First, how does the court get this information to the clerk to enter it as a Probation Type in AJACS. Currently, Yavapai was the only court that has the Judge fill out the form outlining the special conditions of probation.
- Second, should these be entered as events or as probation types? Currently, there is a conditions of probation field in AJACS, but it is not modifiable. For the time being, should we enter these as events or probation types?
- How specific should Probation Types be and what would APETS and JOLTSaz like to see as probation types? The request below from the AOC has Probation Types that are currently in AJACS but not in standardization. It was discussed whether the Probation types need to be specific, or if they can be more generic and the user can enter the specifics as comments in the Probation tab of the Charges and Sentencing screen in AJACS.
 - We need to discuss this further with APETS and JOLTSaz to determine how they will be capturing this once there is integration with AJACS.
- Request to automatically change the case status for the following event entry types to “Adjudicated” and the party status to “Terminated – Decree by Default.”
 - Decree: Default Dissolution with Children
 - Decree: Default Dissolution without Children
 - No Objections
- Request to add “Court-Appointed Advisory Counsel” as an attorney type.
 - This is requested for when an attorney is appointed as advisory counsel when defendants are representing themselves.
 - We currently have “Court Appointed,” however the court is concerned if they use this, a user could believe that it is a public defender, even though we also have “Public Defender.” It is a training issue that the user should know to use “Public Defender” and not “Court Appointed” in these instances.
 - Should the court use “Court Appointed” even in instances where they are solely acting as advisory counsel, or do we need this additional code as well?
 - **No Objections to adding the new attorney type of, “Court-Appointed Advisory Counsel.” The courts should use this when the defendant is Pro Per and the court appoints advisory counsel.**

- AOC:

- Adding the existing Probation Types in AJACS to Code Standardization.

Probation Type	
Code	Probation Type
ELCMON	ELECTRONIC MONITORING
HDET	HOME DETENTION
PNR	PENDING REVIEW
PIN	POST INVESTIGATIVE
TROJ	TRANSFER TO OTHER JURISDICTION
TAU	TREATMENT ALTERNATIVE
PROT	PROTECTIVE SUPERVISION
PEN	PENDING PENALTY COMPLETION
PARO	PAROLE
INTR	INTERSTATE COMPACT/RECEIVE
DIV	DIVERSION

Probation Type	
Code	Probation Type
CRYS	COURTESY SUPERVISION/RECEIVE STANDARD
CRYJ	COURTESY SUPERVISION/RECEIVE JIPS
U	UNSUPERVISED
K	SUMMARY PROBATION
I	JUVENILE IPS
D	IPS
A	REGULAR PROBATION
JUVPR	JUVENILE PROBATION

- Tabled for further discussion with JOLTSaz and APETS. See Yavapai's first issue above.

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, September 21st, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

9/21/2011 Agenda:

- La Paz:

- Request to automatically change the case status to “Adjudicated” and the party status to “Terminated – Administrative” for “Notice: of Removal to Federal Court.”
 - Currently the case/party status is set to automatically change to “Stayed – Federal Court”/”Stayed – Federal Court.”
 - USC §28-1441(c) states:
 - Whenever a separate and independent claim or cause of action within the jurisdiction conferred by section [1331](#) of this title is joined with one or more otherwise non-removable claims or causes of action, the entire case may be removed and the district court may determine all issues therein, or, in its discretion, may remand all matters in which State law predominates.
 - USC §28-1441(e)(2) states:
 - Whenever an action is removed under this subsection and the district court to which it is removed or transferred under section [1407 \(j\)](#) has made a liability determination requiring further proceedings as to damages, the district court shall remand the action to the State court from which it had been removed for the determination of damages, unless the court finds that, for the convenience of parties and witnesses and in the interest of justice, the action should be retained for the determination of damages.
 - According to federal law, the federal court may remand the case to State court for damage determination. However, the requesting court states they have not had one case remanded out of the last ten, thus it would be easier to Adjudicate this case, and if it is remanded, they can reopen it.
- Request to automatically change the case status to “Adjudicated” for the following event entry types:
 - Order: Terminating Guardianship/Conservatorship
 - Order: Terminating Conservatorship
 - Both of these already change the party status to “Terminated – Court Order.”
 - “Order: Terminating Guardianship” already changes the case status to, “Adjudicated,” and the party status to, “Terminated – Court Order” in code standardization.
- Request to add “Civil Arrest Warrant” warrant type to Family Law.
- Request to add “Order of Detention” warrant type to JV.
 - *Once the judge orders a warrant for a juvenile's arrest he would request an order of detention be issued. With the minutes or order from court we would create an event of Order: Detention for that particular order and once the clerk creates the detention order*

(warrant) we would use Warrant: Issued as the event and select order of detention under the warrant type drop down.

- Pinal:
 - o Request to add the event entry type of, “Acceptance: of Conservatorship” to Probate.

- Coconino:
 - o Currently, the disposition codes of, “Judgment/Conviction Set Aside” and “Set Aside Pursuant to 13-907” exist in AJACS but not standardization. Should these be added to standardization or end dated in AJACS?
 - o If the above dispositions are entered into standardization; upon docketing the set aside order, should the courts also change the dispositions to one of the above set aside dispositions, or should they only be docketing the order and leaving the disposition as is?

- Yavapai:
 - o Request to have the following Event Entry Types automatically change the case status to “Adjudicated.”
 - Statement: Closing Statement
 - Bond: Proof of Authority
 - Affidavit: of Succession to Real Property

- AOC:
 - o Issue from the Attorney General’s office:
 - They would like to know how many cases there are where the defendant pled Guilty but Insane and are also disposed of as Guilty but Insane.
 - o Question:
 - Are the courts using plea codes and are you entering them at arraignment?

 - I think there could be a couple of ways of looking at this. If the courts are using plea codes and entering Guilty/Insane and then there is a disposition of GI, then that would cover it. If the courts are not entering Guilty but Insane plea codes because the defendant first entered a Not Guilty plea and then changes it to Guilty but Insane, but it remains Not Guilty as a plea code, then we would have to look at Rule 11 events. If the defendant changes their plea to Guilty but Insane after initially pleading Not Guilty and you are using plea codes, do you change the plea entered or does it remain the first plea entered?

- Addenda:
 - o La Paz:
 - Request to add the currently existing event entry type of, “Notice: Change of Judge Rule 42(F)” to FL.
 - Since ARFLP 6 requires the notices in Family Law cases be made in accordance with ARCP 42(F), I believe this is the code we should use and we should not create a new Change of Judge code for ARFLP 6.
 - o Pinal:
 - Request to add “Serbian” as a language code.

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, September 21st, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

9/21/2011 Agenda:

- La Paz:

- Request to automatically change the case status to “Adjudicated” and the party status to “Terminated – Administrative” for “Notice: of Removal to Federal Court.”
 - Currently the case/party status is set to automatically change to “Stayed – Federal Court”/”Stayed – Federal Court.”
 - USC §28-1441(c) states:
 - Whenever a separate and independent claim or cause of action within the jurisdiction conferred by section [1331](#) of this title is joined with one or more otherwise non-removable claims or causes of action, the entire case may be removed and the district court may determine all issues therein, or, in its discretion, may remand all matters in which State law predominates.
 - USC §28-1441(e)(2) states:
 - Whenever an action is removed under this subsection and the district court to which it is removed or transferred under section [1407 \(j\)](#) has made a liability determination requiring further proceedings as to damages, the district court shall remand the action to the State court from which it had been removed for the determination of damages, unless the court finds that, for the convenience of parties and witnesses and in the interest of justice, the action should be retained for the determination of damages.
 - According to federal law, the federal court may remand the case to State court for damage determination. However, the requesting court states they have not had one case remanded out of the last ten, thus it would be easier to Adjudicate this case, and if it is remanded, they can reopen it.
 - **No Objections.**
- Request to automatically change the case status to “Adjudicated” for the following event entry types:
 - Order: Terminating Guardianship/Conservatorship
 - **Discussion occurred and it was noted at the 5/18/2011 GJ Code Standardization meeting that the, “Order: Terminating Guardianship” was to change the case status to, “Closed” once all courts were on 3.6. All courts are now on AJACS 3.6, thus, “Order: Terminating Guardianship” shall change the case status to, “Closed.”**
 - **The request for this code, “Order: Terminating Guardianship/Conservatorship” to to automatically change the case status to, “Adjudicated” was changed to automatically change the case status to, “Closed.” There were no objections to this change.**

- Order: Terminating Conservatorship
 - Both of these already change the party status to “Terminated – Court Order.”
 - **After discussion, the group agreed, “Order: Terminating Conservatorship” shall automatically change the case status to “Closed.”**
 - “Order: Terminating Guardianship” already changes the case status to, “Adjudicated,” and the party status to, “Terminated – Court Order” in code standardization.
 - Request to add “Civil Arrest Warrant” warrant type to Family Law.
 - **No Objections**
 - Request to add “Order of Detention” warrant type to JV.
 - *Once the judge orders a warrant for a juvenile’s arrest he would request an order of detention be issued. With the minutes or order from court we would create an event of Order: Detention for that particular order and once the clerk creates the detention order (warrant) we would use Warrant: Issued as the event and select order of detention under the warrant type drop down.*
 - **No Objections. The requesting court was informed to enter the event code of, “Warrant: Issued,” and to select the warrant type of “Order of Detention” for these warrants.**
- Pinal:
 - Request to add the event entry type of, “Acceptance: of Conservatorship” to Probate.
 - **No Objections**
- Coconino:
 - Currently, the disposition codes of, “Judgment/Conviction Set Aside” and “Set Aside Pursuant to 13-907” exist in AJACS but not standardization. Should these be added to standardization or end dated in AJACS?
 - **Discussion occurred and it was decided to add the above codes into Code Standardization. It was also decided to add “Set Aside Pursuant to 13-905” and “Set Aside Pursuant to 13-905 and 13-907” to Code Standardization and AJACS. These may need to be modified for ADRS and for DPS. I will follow up with the ADRS team at the AOC to determine what DPS is requiring for ADRS. At that time, we may need to make changes and possibly add a “Restoration of Gun Rights” disposition code.**
 - If the above dispositions are entered into standardization; upon docketing the set aside order, should the courts also change the dispositions to one of the above set aside dispositions, or should they only be docketing the order and leaving the disposition as is?
 - **Yes, the courts should be entering the correct disposition code at the time of docketing the set aside order. This is a training issue and court staff shall be informed to enter the correct disposition code when docketing the set aside order.**
- Yavapai:
 - Request to have the following Event Entry Types automatically change the case status to “Adjudicated.”
 - Statement: Closing Statement
 - **Two courts opposed this as they do not close the case until the court enters an order closing. However, the rest of the courts agreed this should be “Adjudicated” once the closing statement is docketed as there is no requirement for the court to order the case closed (See ARS §14-3933(B)). Thus, “Statement: Closing Statement” will change the case status to “Adjudicated.”**
 - **The group also agreed that this should automatically change the party status to “Terminated – Closing Statement.”**
 - Bond: Proof of Authority

- After discussion, the group agreed to change this event from “Bond: Proof of Authority,” to, “Miscellaneous: Proof of Authority.”
 - There were no objections to automatically changing the case status for “Miscellaneous: Proof of Authority,” to, “Adjudicated.”
 - Affidavit: of Succession to Real Property
 - No Objections to automatically change the case status to, “Adjudicated.”
- AOC:
 - Issue from the Attorney General’s office:
 - They would like to know how many cases there are where the defendant pled Guilty but Insane and are also disposed of as Guilty but Insane.
 - Question:
 - Are the courts using plea codes and are you entering them at arraignment?
 - I think there could be a couple of ways of looking at this. If the courts are using plea codes and entering Guilty/Insane and then there is a disposition of GI, then that would cover it. If the courts are not entering Guilty but Insane plea codes because the defendant first entered a Not Guilty plea and then changes it to Guilty but Insane, but it remains Not Guilty as a plea code, then we would have to look at Rule 11 events. If the defendant changes their plea to Guilty but Insane after initially pleading Not Guilty and you are using plea codes, do you change the plea entered or does it remain the first plea entered?
 - The courts are entering the plea code at the time of disposition. Thus, this information can be acquired looking at the plea code “Guilty/Insane” and the disposition code of, “Guilty but Insane.”
- Addenda:
 - La Paz:
 - Request to add the currently existing event entry type of, “Notice: Change of Judge Rule 42(F)” to FL.
 - Since ARFLP 6 requires the notices in Family Law cases be made in accordance with ARCP 42(F), I believe this is the code we should use and we should not create a new Change of Judge code for ARFLP 6.
 - No Objections
 - Pinal:
 - Request to add “Serbian” as a language code.
 - No Objections

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, October 19th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

10/19/2011 Agenda:

- La Paz:
 - o Request to add "Petition: Release from Probation" as an event entry type to CR & JV.
 - *This event would be used when a defendant pays off their fines/fees and complied with all the sentencing requirements and conditions of probation. The probation department files a Petition to Release from Probation and would request the defendant be released successfully from their probation term.*
 - "Petition: Terminate Probation" currently exists in standardization. Should the requesting court be using this already existing code for their requirement?
- AOC:
 - o Request to add the following Event Entry Types to JV:
 - Order: Juvenile Restitution Order
 - Order: Terminating Juvenile Restitution Order
 - o Issue regarding Search Warrants and the warrant flag appearing:
 - It was decided, after AJACS required users to enter a warrant type when selecting, "Warrant: Issued" event, that we would end date specific warrant types with "issued" as events and only use the generic "Warrant: Issued" and select the appropriate warrant type to notate the warrant type. However, now when a user selects the warrant type of "Search Warrant," the warrant flag displays on the case since the warrant flag is tied to, "Warrant Issued" event type.
 - Should the warrant flag display when a Search Warrant is entered? If so, we will leave it as is with a generic event of, "Warrant: Issued" and the user will select the warrant type of, "Search Warrant."
 - If there should not be a warrant flag for a Search Warrant, then the request is to add, "Warrant: Search Warrant Issued" as there is logic tied to this event, which was end dated in 2008, to not display the warrant flag.
- Pinal:
 - o Request to add, "Minute Entry: Commitment for Restoration of Competency" to CR.
 - This is used to commit a defendant to restore his/her competency to stand trial.

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, October 19th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

10/19/2011 Agenda:

- La Paz:
 - o Request to add "Petition: Release from Probation" as an event entry type to CR & JV.
 - *This event would be used when a defendant pays off their fines/fees and complied with all the sentencing requirements and conditions of probation. The probation department files a Petition to Release from Probation and would request the defendant be released successfully from their probation term.*
 - "Petition: Terminate Probation" currently exists in standardization. Should the requesting court be using this already existing code for their requirement?
 - **All courts agreed the already existing code of, "Petition: Terminate," shall be used for this requirement." The requesting court removed their request.**
- AOC:
 - o Request to add the following Event Entry Types to JV:
 - Order: Juvenile Restitution Order
 - Order: Terminating Juvenile Restitution Order
 - o Issue regarding Search Warrants and the warrant flag appearing:
 - It was decided, after AJACS required users to enter a warrant type when selecting, "Warrant: Issued" event, that we would end date specific warrant types with "issued" as events and only use the generic "Warrant: Issued" and select the appropriate warrant type to notate the warrant type. However, now when a user selects the warrant type of "Search Warrant," the warrant flag displays on the case since the warrant flag is tied to, "Warrant Issued" event type.
 - Should the warrant flag display when a Search Warrant is entered? If so, we will leave it as is with a generic event of, "Warrant: Issued" and the user will select the warrant type of, "Search Warrant."
 - **The courts agreed that a warrant flag shall not display for a search warrant.**
 - If there should not be a warrant flag for a Search Warrant, then the request is to add, "Warrant: Search Warrant Issued" as there is logic tied to this event, which was end dated in 2008, to not display the warrant flag.
 - **It was agreed that, "Warrant: Search Warrant Issued," will be added back to code standardization and remain in use for AJACS so that a warrant flag does not display when docketing a Search Warrant.**
 - o **In addition, the warrant type of, "Search Warrant" will be end dated so there will be no confusion as to which Search Warrant event the courts shall use. To docket a Search Warrant, the courts shall use, "Warrant: Search Warrant Issued."**

- Pinal:
 - o Request to add, “Minute Entry: Commitment for Restoration of Competency” to CR.
 - This is used to commit a defendant to restore his/her competency to stand trial.
 - There were no objections to this request, this code will be added to code standardization.

- GJ Code Standardization meeting:
 - o ***Update - All of the warrant codes were tied to the correct case/party statuses in all databases. However, "Warrant: Arrested" and "Warrant: Ordered" had errors and were not updated. Hopefully they will be fixed next week. Make sure to inform your staff to manually update the statuses for those two codes.
 - o There were concerns raised as to when the appropriate case/party statuses will be tied to the warrant events in AJACS, since this was done by the Case Status workgroup in 2009. See the codes discussed below.
 - o The AJACS team is aware of this issue and the appropriate statuses will either be pushed in the next push of codes or will be done manually to each court’s database.

Warrant	Quashed	X	Open	X	Active
Warrant	Returned (Unserved)	X	Stayed	X	Warrant
Warrant	Served/Executed	x	Stayed	X	Warrant
Warrant	Search Warrant Returned/Property List				
Warrant	Arrested	X	Stayed	X	Warrant
Warrant	Issued	X	Stayed	X	Warrant
Warrant	Ordered	X	Stayed	X	Warrant
Warrant	Vacated			X	Active
Warrant	Quashing Violation Warrant	X	Reopened	X	Post Sentence Matters
Warrant	Miscellaneous Documents	x	Open	x	Active
Order	Quashing Warrant			X	Active
Order	Warrant	X	Stayed	X	Warrant

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, November 16th, 2011

1:30 – 2:30

By Email

11/16/2011 Agenda:

- Coconino:
 - o Request to automatically change the case status of, "Order: Resume Prosecution" to "Open."
 - o No Objections

- Mohave:
 - o Request to remove "Homeless" as an Address Type.
 - The requesting court is not entering an address for someone who is homeless because if they were to select "Homeless," it requires entry of a zip code, which the person would not have.
 - Also, when typing the first few letters to get "Home/Physical," "Homeless" is the first code to populate and the user must change this for the majority of instances.
 - Request was not approved: "Homeless" will not be removed from Code Standardization. Too many courts are using "Homeless" to signify a person is homeless. Most of the courts are using either the zip code of where the homeless person was cited or the zip code of the court when entering a zip code when using "Homeless" as an Address Type.

- Pinal:
 - o Request to add the following Events:
 - "Request: Request for Protected Addresses" to FL
 - No Objections
 - "Request: Request for Hearing" to all Case Categories
 - No Objections
 - "Request: Request for Order Granting or Denying Custody Hearing" to FL
 - Tabled for 12/14/2011 meeting.
 - La Paz – Requests further information
 - Yavapai - *The "Request: Request for Order Granting or Denying Custody Hearing" doesn't make sense to me. Who would make a request to deny a hearing? If this is one party requesting an order granting a custody hearing and the other party requests an order denying the hearing, would it make more sense to have two separate dockets rather than combining them? I may be missing something on this one.*

 - "Statement: Statement Pursuant to ARS 14-5651" to GC (See Attachment below for Example)
 - No Objections
 - "Receipt: of Restricted Funds" to GC

- *Court orders the petitioner to open a restricted account and provide proof (Receipt of Deposit of Restricted Funds).*
- **Tabled for 12/14/2011 meeting.**
- **La Paz** – *Wouldn't this be better entitled Notice: of Establishment of Restricted Account?*

- “Payment: Advisory Fee” to JV
 - *Ordered as a fee at the time of the Advisory hearing with regard to attorney fees.*
 - Request removed by requestor. They currently use “Payment: Public Defender Fees,” and will continue to use this based on recommendation of the group.
- “Payment: Forensic Interview” to CR & JV
 - *Ordered as a fee at the time of Sentencing (in the sentencing judgment) (\$500).*
 - Tabled for 12/14/2011 meeting.
 - **La Paz** - *What is a forensic interview and what authority permits the assessment?*
 - **Is this being assessed pursuant to ARS §13-1414, which requires the county to pay for the forensic interview, or ARS §13-824, which the court can assign the fee to the defendant?**

- AOC:

- Request to add “Order: Bankruptcy Discharged” to CV, FL, GC & PB.
 - This code will be used when the Order Discharging the Bankruptcy is received. This will not change the case or party status automatically because the Notice of Bankruptcy can be filed pre or post adjudication and can have different statuses before being stayed.
 - **No Objections**

Name of Person Filing Document: Heather Harris
Mailing Address: 29761 N Blackfoot Drive Dr
City, State, Zip Code: Queen Creek, AZ 85143
Telephone Number: 480-821-0506
Attorney Bar Number (if applicable): _____
Representing Self or Attorney for _____

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

11 JUL -8 PM 1:30

BY [Signature]
DEPUTY

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

In the Matter of
Guardianship and/or Conservatorship of:)

Case Number GC 2 01100164

**STATEMENT PURSUANT TO
A.R.S. § 14-5651**

Joseph Christopher Fratus)
(Minor(s))

Petitioner states:

CRAIG A RAYMOND

Check either 1 or 2:

- 1. The person whose appointment is sought is a qualified private fiduciary pursuant to A.R.S. §14-5651. Attached is proof of current registration with the Arizona Supreme Court.
- 2. The person whose appointment is sought is not a private fiduciary pursuant to A.R.S. §14-5651 because the proposed fiduciary:
 - a. Is related to the minor.
 - b. Will not charge a fee for services.

The undersigned swears or affirms that the statements set forth above are true and correct, subject to the penalties of making a false affidavit or declaration.

7/18/11
Date

[Signature]
Petitioner's Signature

6213

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, November 16th, 2011

1:30 – 2:30

By Email

11/16/2011 Agenda:

- Coconino:
 - o Request to automatically change the case status of, "Order: Resume Prosecution" to "Open."
 - o **No Objections**

- Mohave:
 - o Request to remove "Homeless" as an Address Type.
 - The requesting court is not entering an address for someone who is homeless because if they were to select "Homeless," it requires entry of a zip code, which the person would not have.
 - **Request was not approved: "Homeless" will not be removed from Code Standardization. Too many courts are using "Homeless" to signify a person is homeless. Most of the courts are using either the zip code of where the homeless person was cited, the zip code of the county seat, or "99999" when entering a zip code when using "Homeless" as an Address Type.**
 - Also, when typing the first few letters to get "Home/Physical," "Homeless" is the first code to populate and the user must change this for the majority of instances.
 - **This will be looked into during table cleanup to determine if it can be changed.**

- Pinal:
 - o Request to add the following Events:
 - "Request: Request for Protected Addresses" to FL
 - **No Objections**
 - "Request: Request for Hearing" to all Case Categories
 - **No Objections**
 - "Request: Request for Order Granting or Denying Custody Hearing" to FL
 - **Tabled for 12/14/2011 meeting.**
 - **La Paz – Requests further information**
 - **Yavapai - The "Request: Request for Order Granting or Denying Custody Hearing" doesn't make sense to me. Who would make a request to deny a hearing? If this is one party requesting an order granting a custody hearing and the other party requests an order denying the hearing, would it make more sense to have two separate dockets rather than combining them? I may be missing something on this one.**
 - "Statement: Statement Pursuant to ARS 14-5651" to GC (See Attachment below for Example)
 - **No Objections**

Name of Person Filing Document: Heather Harris
Mailing Address: 29761 N Blackfoot Drive Dr
City, State, Zip Code: Queen Creek, AZ 85143
Telephone Number: 480-821-0506
Attorney Bar Number (if applicable): _____
Representing Self or Attorney for _____

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

11 JUL -8 PM 1:30

BY [Signature]
DEPUTY

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

In the Matter of
Guardianship and/or Conservatorship of:)

Case Number GC 2 01100164

**STATEMENT PURSUANT TO
A.R.S. § 14-5651**

Joseph Christopher Fratus)
(Minor(s))

Petitioner states:

CRAIG A RAYMOND

Check either 1 or 2:

- 1. The person whose appointment is sought is a qualified private fiduciary pursuant to A.R.S. §14-5651. Attached is proof of current registration with the Arizona Supreme Court.
- 2. The person whose appointment is sought is not a private fiduciary pursuant to A.R.S. §14-5651 because the proposed fiduciary:
 - a. Is related to the minor.
 - b. Will not charge a fee for services.

The undersigned swears or affirms that the statements set forth above are true and correct, subject to the penalties of making a false affidavit or declaration.

7/18/11
Date

[Signature]
Petitioner's Signature

6213

GJ Code Standardization and Clerk's User Group Meeting

Agenda

Wednesday, December 14th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled from 11/16/2011:

- Pinal:
 - o Request to add the following Events:
 - “Request: For Order Granting or Denying Custody Hearing” to FL (See Example Below)
 - **La Paz** – *Requests further information*
 - **Yavapai** - *The “Request: Request for Order Granting or Denying Custody Hearing” doesn’t make sense to me. Who would make a request to deny a hearing? If this is one party requesting an order granting a custody hearing and the other party requests an order denying the hearing, would it make more sense to have two separate dockets rather than combining them? I may be missing something on this one.*
 - “Receipt: of Restricted Funds” to GC
 - *Court orders the petitioner to open a restricted account and provide proof (Receipt of Deposit of Restricted Funds).*
 - **La Paz** – *Wouldn’t this be better entitled Notice: of Establishment of Restricted Account?*
 - “Payment: Forensic Interview” to CR & JV
 - *Ordered as a fee at the time of Sentencing (in the sentencing judgment) (\$500).*
 - **La Paz** - *What is a forensic interview and what authority permits the assessment?*
 - **Is this being assessed pursuant to ARS §13-1414, which requires the county to pay for the forensic interview, or ARS §13-824, which the court can assign the fee to the defendant?**

12/14/2011 Agenda:

- Coconino:
 - o Request to add “Warrant: Violation Warrant” back to code standardization and trigger a Case Status of “Reopened” and a Party Status of “Post Sentence Matters.”
 - This was one of the warrant events we end dated when we removed specific warrant events and began utilizing the warrant type codes to signify the warrant type.
 - Requestor would like to add this code back to utilize the system’s ability to automatically change the case and party statuses upon docketing of this event.
 - **Since “Petition: Revoke Probation” already puts the case into a “Reopened” status with a party status of “Post Sentence Matters,” the requestor has requested we add a new case status of “Stayed Post Adjudication” to readily be able to determine if the case is pre or**

post adjudication. Since “Warrant: Issued” puts the case into a stayed status, this will be keeping consistent with that while being able to readily see it is post adjudication.

- In addition, if we add this new case status of, “Stayed Post Adjudication” with the new event of, “Warrant: Violation Warrant,” the requestor requests that the party status automatically change to, “Warrant” as the new case status removes the need for the party status to show it is “Post Sentence Matters.” Changing the party status to “Warrant” also keeps our status change conventions consistent.
- Apache requests that since “Petition: Revoke Probation” already puts the case into a “Reopened” status with a party status of “Post Sentence Matters,” that if this new warrant event code is added, the case status automatically be changed to “Stayed” and the party status to “Warrant” to follow the same statuses we put for all warrants being issued. However, since “Warrant: Warrant Issued” already puts the case into “Stayed” status, is there a need for this code?

- Gila/AOC

- Child cases of consolidated cases get the case status of “Consolidated.” Should the child cases with case statuses of “Consolidated” be treated as “Inactive” for reporting reasons and be adjudicated when the parent case is adjudicated?
- According to the CourTools group, once a case is consolidated and is considered the “child” case, it will receive a case status of “Consolidated.” The child case will remain “Consolidated” even after the parent case changes to “Adjudicated.” For statistical reporting purposes, the child case is treated as “Outgoing: Disposed.”
- Should cases remanded to the Grand Jury have a case status of “Inactive?”

- Pinal:

- Request to add “Payment: Court-Appointed Advisor” to FL pursuant to Arizona Rules of Family Law Procedure 10(F)
 - ARFLP 10(F):
 - **F. Fees and Expenses in Custody Proceeding.** The court may allocate fees and expenses between the parties as the court deems appropriate.
 - ARFLP 10(A)(1) allows the court to appoint one or more of the following:
 - a. a best interests attorney;
 - b. a child's attorney; or
 - c. a court-appointed advisor.
- Request to add the following Minute Entries to FL:
 - Minute Entry: Appointing Best Interests Attorney (See Example Below)
 - Minute Entry: Appointing Guardian Ad Litem
 - Minute Entry: Appointing Court-Appointed Advisor

- Pima:

- Request to add the following Party Roles:
 - Interpleader – Plaintiff
 - Interpleader – Defendant
 - Grandparent

- AOC:

- Request to add “Petition: Petition for Extension of a Stay of Proceedings” to FL.

- Rule petition R-11-0022, which was adopted on an emergency basis in July following a legislative change (ARS §25-381.18(B)), allows a party in a domestic relations case to petition the court for an extension of what is currently a 60-day stay of proceedings for up to 120 additional days in order to attempt or to complete marital reconciliation.
- Court user can manually set tickler based on court order granting an extension of time for stay of proceedings.
- ARS §25-381.18(B):
 - **B. IF EITHER PARTY WISHES TO EXTEND THE STAY PRESCRIBED PURSUANT TO SUBSECTION A, THAT PARTY MUST FILE A PETITION WITH THE COURT THAT STATES THE BASIS FOR THE EXTENSION AND INCLUDES A PLAN FOR RECONCILIATION OR A COUNSELING SCHEDULE. THE COURT MAY GRANT A REASONABLE EXTENSION OF UP TO ONE HUNDRED TWENTY DAYS IF THE MOVING PARTY ESTABLISHES GOOD CAUSE FOR THE EXTENSION. THE COURT SHALL NOT GRANT AN EXTENSION IF THE OTHER PARTY OBJECTS WITH GOOD CAUSE.**

Addendum:

- Apache:
 - “Minute Entry: Minute Entry (Generic)” Currently exists in AJACS, but not in Code Standardization.
 - Request to add this code to code standardization and change “(Generic)” to “(Standard).”
 - *Requestor would like the word “Generic” to be changed to “Standard”. It is showing up on their ROA as “Generic” and they feel that the connotation of generic reflects negatively.*
 - Request to add the following Minute Entry Events:
 - “Minute Entry: Minute Entry (Standard) Administrative” to AD
 - “Minute Entry: Minute Entry (Standard) Civil” to CV
 - “Minute Entry: Minute Entry (Standard) Criminal” to CR (Already exists in AJACS)
 - “Minute Entry: Minute Entry (Standard) Family Law” to FL
 - “Minute Entry: Minute Entry (Standard) Juvenile” to JV
 - “Minute Entry: Minute Entry (Standard) Probate” to PB
 - Currently, Apache uses “Minute Entry: Minute Entry” for scanning in Minute Entries not generated in AJACS.
 - This request is for “Generic/Standard” Minute Entries which do not fall under the specific Minute Entries and Minute Entry forms that they currently have populating from specific Minute Entry Event codes in AJACS. They require a different code for each court type because each “Generic” form has different formatting, headers, merge codes, etc...
- Pinal/AOC:
 - Define the following Address Types:
 - Employer – We currently have “Business” defined as, “The address of a person’s place of employment. A person may have multiple active employers.”
 - Should the definition of “Business” be the definition of “Employer” and should we change the definition of “Business” to, “The address of an organization?”
 - Department of Revenue – Do we need an address for this? Wouldn’t the Department of Revenue be a party on a case and be entered as an organization with an address type of “Business?”
 - FARE – How should this be defined?
 - Restricted – Should this be defined as, “Address of a person that is confidential by Court Order?”

Request for Order Granting or Denying a Custody Hearing ARFLP

91(D)(5):

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

11 NOV 15 PM 3:10

BY _____
DEPUTY 

Name of Person Filing: Alfonso Bryant
Street Address: 2768 E. Cherrywood dr
City, State, Zip Code: Queen Creek, AZ 85142
Telephone Number: 602-526-4793
Email Address: albry875@yahoo.com
ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

Alfonso Bryant
Name of Petitioner

CASE NUMBER: DO201001193

Laura Dubon
Name of Respondent

REQUEST FOR ORDER GRANTING OR
DENYING A CUSTODY HEARING
A.R.F.L.P. 91(D)(5)

HONORABLE: Stephen F. McCarville

A petition to modify custody was filed on this date: 10-13-11 and the

"Petition" and "Notice of Filing Petition to Modify Child Custody" were served on the date below:

10-20-11 Twenty-five (25) days (or more) have passed since service.
(Month / Day / Year)

I hereby request the Court issue an order granting or denying a custody hearing on this matter.

A copy of this request has already been sent or delivered to the other party and to the assigned Judge or will be sent or delivered today.

I state to the Court under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

11-15-11
Date


Signature

© Superior Court of Arizona in Pinal County
May 21, 2008
ALL RIGHTS RESERVED

Request for Order: Grant / Deny Custody Hrg
Use Current Form

um

CONFORMED COPY FURNISHED

NP

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

2011 NOV 18 AM 8:24

BY da
DEPUTY

SUPERIOR COURT OF ARIZONA
PINAL COUNTY

In the Matter of:

Alphonso Bryant
Name of Petitioner

CASE NUMBER: D0201001193

Laura Dubon
Name of Respondent

ORDER
 Granting Hearing
 Denying Hearing

HONORABLE: STEPHEN F. McCARVILLE CAL

The Court has reviewed the Petition for Modification of Child Custody and considered the affidavits filed and finds that adequate cause to set the matter for hearing has been shown.

THEREFORE, IT IS ORDERED:

This matter is set for hearing at:

Pinal County Superior Court
971 Jason Lopez Circle, Bldg A / Hwy 79
Florence AZ 85132

on TUESDAY, JANUARY 3, 2012 at 1:30 pm at which time:

1. If no opposing affidavits were filed and no one appears in the opposition, the Court may take sufficient evidence in support of the Petition to Modify Custody and may enter an Order modifying custody, and /or
2. The Court will determine if mediation is required and make the appropriate orders, and/or
3. The Court may order that a trial date be set,

OR

The Court has reviewed the Petition for Modification of Child Custody and considered the affidavits filed and finds that adequate cause to set the matter for hearing has NOT been shown,

THEREFORE, IT IS ORDERED:

~~The Petition for Modification of Child Custody is DISMISSED.~~

Dated: Nov 17, 2011 Judge: Stephen F. McCarville

Copy mailed to Respondent Petitioner by dalston 11/18/11

11/18/11
copies mailed to petitioner & resp.
LHM

ORIGINAL VI

Minute Entry Appointing Best Interest Attorney:

IN THE SUPERIOR COURT

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

PINAL COUNTY, STATE OF ARIZONA

2011 NOV 22 PM 3:39

Date: 11/18/2011

BY [Signature]
DEPUTY

HON: STEPHEN F MCCARVILLE

CHAD A ROCHE, CLERK

Courtroom:

Court Reporter: NONE

By Deputy Clerk: TAMMY SMITH

IN RE THE MATTER
AND/OR MARRIAGE OF

SENECA GOODMAN

PETITIONER

AND

LONNY WIBETO

RESPONDENT

S1100DO201000669

MINUTE ENTRY ACTION:

APPOINTING BEST
INTEREST ATTORNEY



IT IS HEREBY ORDERED appointing Nicole Taylor to serve as Best Interest Attorney for the minor child(ren), Zariah Wibeto DOB: September 30, 2007 in the above-entitled matter.

The Court FINDS the appointment of a Best Interests Attorney is necessary pursuant to A.R.S. §25-321 and Rule 10 (A)(2), Arizona Rules of Family Law Procedure, based on the following factors:

- there is an allegation of abuse or neglect of a child;
- the parents are persistently in significant conflict with one another;
- there is a history of substance abuse by either parent, or family violence;
- there are serious concerns about the mental health or behavior of either parent;
- the child is an infant or toddler;
- the child has special needs;

VT

✓] any other reason deemed appropriate by the court.

FURTHER ORDERED that the Best Interest Attorney shall have authority to:

- a) Meet with the children;
- b) Meet and interview the parents, spouses, significant others, and all adults living in the household;
- c) Visit the homes of the parents to determine if the environments are appropriate for the child;
- d) Investigate and review both parents', their spouses' and significant other's backgrounds with regard to criminal arrests and convictions;
- e) Determine if drug testing by either or both parents is needed;
- f) Review the children's school/daycare records, psychological evaluations, and counseling records;
- g) Visit and interview the children's daycare provider; and
- h) Review any law enforcement, Court or Child Protective Services reports concerning the children.

IT IS FURTHER ORDERED that any and all day care, schools, school districts and personnel thereof shall fully cooperate with the Best Interest Attorney representing the children in this action by allowing access to all educational records of the child(ren), including but not limited to records pertaining to day care/school attendance, behavior, academic progress, and psychological evaluations, and shall discuss the contents and meaning thereof with the Guardian.

FURTHER ORDERED that any and all hospitals, doctor's offices and personnel thereof shall fully cooperate with the Best Interest Attorney representing the children in this matter by allowing access to all medical/dental records of the child(ren), including but

not limited to records pertaining to diagnosis, treatment, and prognosis, and shall discuss the contents and meaning thereof with him/her.

FURTHER ORDERED that any and all police departments, sheriff's departments, law enforcement agencies and personnel thereof shall fully cooperate with the Best Interest Attorney representing the child(ren) in this matter by allowing access to all

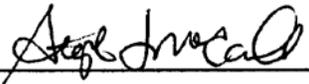
police/sheriff/law enforcement records and reports of the child's parents, stepparents, or significant others of the parents, including but not limited to records pertaining to arrests, convictions and narrative reports.

FURTHER ORDERED that Child Protective Services, the Department of Economic Security, the Department of Health Services and personnel thereof shall fully cooperate with the Best Interest Attorney for the child(ren) in this matter by allowing access to all records and records of the children, children's parents, stepparents or significant others of the parents, including but not limited to records pertaining to sexual abuse, parenting skills, behavior, psychological/psychiatric evaluations, and allegations of child abuse, sexual abuse and neglect.

FURTHER ORDERED the Best Interest Attorney shall participate in these proceedings as provided for in Rule 10(E) of the Arizona Rules of Family Law Procedure

FURTHER ORDERED directing each party to deposit with the Clerk of the Court \$250.00 within the next twenty (20) days as a deposit toward the cost of appointment of a Best Interest Attorney.

Signed this 21 day of NOVEMBER, 2011.



JUDGE OF THE SUPERIOR COURT

ARFLP 68 Rule Change:

APPENDIX A (new language is underlined)

Rule 68. Conciliation Court Services; Counseling, Mandatory Mediation, Assessment or Evaluation and other Services.

A. Conciliation Counseling/Petition for Conciliation.

1. *Filing a Petition for Conciliation.* Either spouse may file a Petition for Conciliation pursuant to A.R.S. § 25-381.09 for the purpose of preserving the marriage or resolving controversies through counseling. The petition shall be filed with the clerk of the court or submitted directly to the conciliation court as provided by local rule or administrative order. When an action for dissolution, legal separation, or annulment is pending, the original Petition for Conciliation may be filed in the court file or in a separate file with a notice or minute entry of the filing of Petition for Conciliation filed in the court file as provided by local rule or administrative order. A copy of the Petition for Conciliation will be sent to conciliation court.

2. Period of Jurisdiction; Stay of Proceedings; Temporary Order; Extension.

a. Upon the timely filing of a Petition for Conciliation, counseling shall be conducted and completed within sixty (60) days of the filing of the petition, unless an extension of any stay of proceedings has been granted pursuant to subsection (d). During this time, no action for dissolution, legal separation, or annulment shall be filed and any pending action for dissolution, legal separation, or annulment is stayed, unless the court lifts the stay before the expiration of the sixty-day period or grants any other extension.

b. There shall be no more than one (1) stay during any twelve-month period in any case.

c. During the stay, the court may proceed to hear and enforce Petitions for Orders of Protection pursuant to A.R.S. § 13-3602 and any requests for temporary orders as allowed by A.R.S. § 25-381.17.

d. A party may petition the court for an extension of the stay of proceedings. The petition must state the basis for the extension and include a plan for reconciliation or a counseling schedule. The court may grant a reasonable extension of up to one hundred twenty days if the moving party establishes good cause for the extension. The court shall not grant an extension if the other party objects with good cause.

B. – F. [No changes]

GJ Code Standardization and Clerk's User Group Meeting

Minutes

Wednesday, December 14th, 2011

1:30 – 2:30

(602) 452-3193 Access Code 7002

Tabled from 11/16/2011:

- Pinal:

- Request to add the following Events:
 - “Request: For Order Granting or Denying Custody Hearing” to FL (See Example Below)
 - **La Paz** – *Requests further information*
 - **Yavapai** - *The “Request: Request for Order Granting or Denying Custody Hearing” doesn’t make sense to me. Who would make a request to deny a hearing? If this is one party requesting an order granting a custody hearing and the other party requests an order denying the hearing, would it make more sense to have two separate dockets rather than combining them? I may be missing something on this one.*
 - **Requesting court is following up on this request to determine if this should just be a generic hearing request and if it does not need to reiterate the wording on the form. Tabled until next agenda.**
 - “Receipt: of Restricted Funds” to GC
 - *Court orders the petitioner to open a restricted account and provide proof (Receipt of Deposit of Restricted Funds).*
 - **La Paz** – *Wouldn’t this be better entitled Notice: of Establishment of Restricted Account?*
 - **Request was approved as, “Notice: of Establishment of Restricted Account”.**
 - “Payment: Forensic Interview” to CR & JV
 - *Ordered as a fee at the time of Sentencing (in the sentencing judgment) (\$500).*
 - **La Paz** - *What is a forensic interview and what authority permits the assessment?*
 - *Is this being assessed pursuant to ARS §13-1414, which requires the county to pay for the forensic interview, or ARS §13-824, which the court can assign the fee to the defendant?*
 - **Requesting court is following up on this request and this item is tabled until next agenda.**

12/14/2011 Agenda:

- Coconino:

- Request to add “Warrant: Violation Warrant” back to code standardization and trigger a Case Status of “Reopened” and a Party Status of “Post Sentence Matters.”
 - This was one of the warrant events we end dated when we removed specific warrant events and began utilizing the warrant type codes to signify the warrant type.
 - Requestor would like to add this code back to utilize the system’s ability to automatically change the case and party statuses upon docketing of this event.
 - Since “Petition: Revoke Probation” already puts the case into a “Reopened” status with a party status of “Post Sentence Matters,” the requestor has requested we add a new case status of “Stayed Post Adjudication” to readily be able to determine if the case is pre or post adjudication. Since “Warrant: Issued” puts the case into a stayed status, this will be keeping consistent with that while being able to readily see it is post adjudication.
 - In addition, if we add this new case status of, “Stayed Post Adjudication” with the new event of, “Warrant: Violation Warrant,” the requestor requests that the party status automatically change to, “Warrant” as the new case status removes the need for the party status to show it is “Post Sentence Matters.” Changing the party status to “Warrant” also keeps our status change conventions consistent.
 - Apache requests that since “Petition: Revoke Probation” already puts the case into a “Reopened” status with a party status of “Post Sentence Matters,” that if this new warrant event code is added, the case status automatically be changed to “Stayed” and the party status to “Warrant” to follow the same statuses we put for all warrants being issued. However, since “Warrant: Warrant Issued” already puts the case into “Stayed” status, is there a need for this code?
 - This item has been tabled by the requestor. The group could not agree if it is required to track if a case is “Stayed” pre or post adjudication. In addition, even if the court needs to track if a case is “Stayed” pre or post adjudication, there are currently ways of doing this: First, by looking at the warrant type, specifically “Violation Warrant” in this instance, the user will know the case is post-adjudication. In addition, the user can view the status history and see if a case has been adjudicated. If the case has been adjudicated and it is now stayed, the user will know it is post-adjudication.
 - A lot of the concerns regarding adding these codes are that it will create additional codes for things that are already captured. Also, there was concern about training users which “Stayed” status they should use.
 - On the other hand, the requestor, as well as some others, said that the ways currently available to track if a case is post-adjudication in “Stayed” status is an additional step. Even though they can look at events or status history, it would be easier to just have a new case status of “Stayed Post Adjudication.”
 - This matter will be added to next month’s agenda for further consideration.

- Gila/AOC

- Child cases of consolidated cases get the case status of “Consolidated.” Should the child cases with case statuses of “Consolidated” be treated as “Inactive” for reporting reasons and be adjudicated when the parent case is adjudicated?
- According to the CourTools group, once a case is consolidated and is considered the “child” case, it will receive a case status of “Consolidated.” The child case will remain “Consolidated” even after the parent case changes to “Adjudicated.” For statistical reporting purposes, the child case is treated as “Outgoing: Disposed.”

- Should cases remanded to the Grand Jury have a case status of “~~Inactive~~Stayed?”
 - Yes, cases that are remanded to the Grand Jury should have a case status of “Stayed.” Generally, a case should be brought again under the same case number, but if it is not, the court should order the initial case dismissed and proceed under the new case number.

- Pinal:

- Request to add “Payment: Court-Appointed Advisor” to FL pursuant to Arizona Rules of Family Law Procedure 10(F)
 - ARFLP 10(F):
 - **F. Fees and Expenses in Custody Proceeding.** The court may allocate fees and expenses between the parties as the court deems appropriate.
 - ARFLP 10(A)(1) allows the court to appoint one or more of the following:
 - a. a best interests attorney;
 - b. a child’s attorney; or
 - c. a court-appointed advisor.
 - The group agreed the court should be using “Payment: Miscellaneous Fees,” which already exists in code standardization, for this. The code was not approved and will not be added to code standardization.
 - However, the Court contacted me after the meeting to request this be put on the next agenda because the Judge confirmed they do collect money for this and the court would like the specific code for tracking. This will be added to the next agenda.
- Request to add the following Minute Entries to FL:
 - Minute Entry: Appointing Best Interests Attorney (See Example Below)
 - Minute Entry: Appointing Guardian Ad Litem
 - Minute Entry: Appointing Court-Appointed Advisor
 - No objections, these codes will be added to code standardization.

- Pima:

- Request to add the following Party Roles:
 - Interpleader – Plaintiff
 - Interpleader – Defendant
 - The group agreed that the codes requested above should be added only to Pima’s AGAVE CMS for the one case they need them for. These will not be added to code standardization.
 - Grandparent
 - The group agreed the requesting court should not be using “Grandparent” as a party role and it will not be added to code standardization. In a custody/divorce case where a grandparent petitions the court for custody after the case has already been initiated, the requesting court should use “Petitioner” as the party role because that is true party role, even though they are a grandparent.

- AOC:

- Request to add “Petition: Petition for Extension of a Stay of Proceedings” to FL.
 - Rule petition R-11-0022, which was adopted on an emergency basis in July following a legislative change (ARS §25-381.18(B)), allows a party in a domestic relations case to petition the court for an extension of what is currently a 60-day stay of proceedings for up to 120 additional days in order to attempt or to complete marital reconciliation.
 - Court user can manually set tickler based on court order granting an extension of time for stay of proceedings.

- ARS §25-381.18(B):
 - **B. IF EITHER PARTY WISHES TO EXTEND THE STAY PRESCRIBED PURSUANT TO SUBSECTION A, THAT PARTY MUST FILE A PETITION WITH THE COURT THAT STATES THE BASIS FOR THE EXTENSION AND INCLUDES A PLAN FOR RECONCILIATION OR A COUNSELING SCHEDULE. THE COURT MAY GRANT A REASONABLE EXTENSION OF UP TO ONE HUNDRED TWENTY DAYS IF THE MOVING PARTY ESTABLISHES GOOD CAUSE FOR THE EXTENSION. THE COURT SHALL NOT GRANT AN EXTENSION IF THE OTHER PARTY OBJECTS WITH GOOD CAUSE.**
- **No Objections, this code will be added to code standardization.**

Addendum:

- Apache:

- “Minute Entry: Minute Entry (Generic)” Currently exists in AJACS, but not in Code Standardization.
 - Request to add this code to code standardization and change “(Generic)” to “(Standard).”
 - *Requestor would like the word “Generic” to be changed to “Standard”. It is showing up on their ROA as “Generic” and they feel that the connotation of generic reflects negatively.*
 - **No objections, “Minute Entry: Minute Entry (Standard)” will be added to code standardization. “Minute Entry: Minute Entry (Generic) shall be end dated in AJACS.**
- Request to add the following Minute Entry Events:
 - “Minute Entry: Minute Entry (Standard) Administrative” to AD
 - “Minute Entry: Minute Entry (Standard) Civil” to CV
 - “Minute Entry: Minute Entry (Standard) Criminal” to CR (Already exists in AJACS)
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 - This request is for “Generic/Standard” Minute Entries which do not fall under the specific Minute Entries and Minute Entry forms that they currently have populating from specific Minute Entry Event codes in AJACS. They require a different code for each court type because each “Generic” form has different formatting, headers, merge codes, etc...
 - **No objections, all of the above codes will be added to code standardization.**

- Pinal/AOC:

- Define the following Address Types:
 - Employer – We currently have “Business” defined as, “The address of a person’s place of employment. A person may have multiple active employers.”
 - Should the definition of “Business” be the definition of “Employer” and should we change the definition of “Business” to, “The address of an organization?”
 - **The group agreed “Employer” should be defined as, “The address of a person’s place of employment. A person may have multiple active employers.”**
 - **The definition for Business should be changed to, “The address of an organization.”**

- Department of Revenue – Do we need an address for this? Wouldn't the Department of Revenue be a party on a case and be entered as an organization with an address type of "Business?"
 - The group agreed this should be removed as an address type from code standardization.
- FARE – How should this be defined?
- I followed up with the FARE unit who did say this address type is needed. The definition of this address type is, "These are inbound only from ACS to alert the court of an address that FARE has found either is good through skip tracing, or determined is bad via returned mail."
 - These must be kept separately from all other address types in order to keep a history of FARE address activity that the court and FARE can easily identify.
- Restricted – Should this be defined as, "Address of a person that is confidential by Court Order?"
 - The group agreed this should be defined as, "The court ordered protected address of a person.

Request for Order Granting or Denying a Custody Hearing ARFLP

91(D)(5):

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

11 NOV 15 PM 3:10

BY _____
DEPUTY 

Name of Person Filing: Alfonso Bryant
Street Address: 2768 E. Cherrywood dr
City, State, Zip Code: Queen Creek, AZ 85142
Telephone Number: 602-526-4793
Email Address: albry875@yahoo.com
ATLAS Number (if applicable) _____
 Representing Self (No Attorney) or Represented by Attorney
If Attorney, Bar Number: _____

**SUPERIOR COURT OF ARIZONA
PINAL COUNTY**

Alfonso Bryant
Name of Petitioner

CASE NUMBER: DO201001193

Laura Dubon
Name of Respondent

REQUEST FOR ORDER GRANTING OR
DENYING A CUSTODY HEARING
A.R.F.L.P. 91(D)(5)

HONORABLE: Stephen F. McCarville

A petition to modify custody was filed on this date: 10-13-11 and the

"Petition" and "Notice of Filing Petition to Modify Child Custody" were served on the date below:

10-20-11 Twenty-five (25) days (or more) have passed since service.
(Month / Day / Year)

I hereby request the Court issue an order granting or denying a custody hearing on this matter.

A copy of this request has already been sent or delivered to the other party and to the assigned Judge or will be sent or delivered today.

I state to the Court under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

11-15-11
Date


Signature

© Superior Court of Arizona in Pinal County
May 21, 2008
ALL RIGHTS RESERVED

Request for Order: Grant / Deny Custody Hrg
Use Current Form

um

CONFORMED COPY FURNISHED

NP

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

2011 NOV 18 AM 8:24

BY da
DEPUTY

SUPERIOR COURT OF ARIZONA
PINAL COUNTY

In the Matter of:

Alphonso Bryant
Name of Petitioner

CASE NUMBER: D0201001193

Laura Dubon
Name of Respondent

ORDER
 Granting Hearing
 Denying Hearing

HONORABLE: STEPHEN F. McCARVILLE CAL

The Court has reviewed the Petition for Modification of Child Custody and considered the affidavits filed and finds that adequate cause to set the matter for hearing has been shown.

THEREFORE, IT IS ORDERED:

This matter is set for hearing at:

Pinal County Superior Court
971 Jason Lopez Circle, Bldg A / Hwy 79
Florence AZ 85132

on TUESDAY, JANUARY 3, 2012 at 1:30 pm at which time:

1. If no opposing affidavits were filed and no one appears in the opposition, the Court may take sufficient evidence in support of the Petition to Modify Custody and may enter an Order modifying custody, and /or
2. The Court will determine if mediation is required and make the appropriate orders, and/or
3. The Court may order that a trial date be set,

OR

The Court has reviewed the Petition for Modification of Child Custody and considered the affidavits filed and finds that adequate cause to set the matter for hearing has NOT been shown,

THEREFORE, IT IS ORDERED:

~~The Petition for Modification of Child Custody is DISMISSED.~~

Dated: Nov 17, 2011 Judge: Stephen F. McCarville

Copy mailed to Respondent Petitioner by dalston 11/18/11

11/18/11
copies mailed to petitioner & resp.
LHM

ORIGINAL VI

Minute Entry Appointing Best Interest Attorney:

IN THE SUPERIOR COURT

FILED
CHAD A ROCHE
CLERK OF SUPERIOR COURT

PINAL COUNTY, STATE OF ARIZONA

2011 NOV 22 PM 3:39

Date: 11/18/2011

BY [Signature]
DEPUTY

HON: STEPHEN F MCCARVILLE

CHAD A ROCHE, CLERK

Courtroom:

Court Reporter: NONE

By Deputy Clerk: TAMMY SMITH

IN RE THE MATTER
AND/OR MARRIAGE OF

SENECA GOODMAN

PETITIONER

AND

LONNY WIBETO

RESPONDENT

S1100DO201000669

MINUTE ENTRY ACTION:

APPOINTING BEST
INTEREST ATTORNEY



IT IS HEREBY ORDERED appointing Nicole Taylor to serve as Best Interest Attorney for the minor child(ren), Zariah Wibeto DOB: September 30, 2007 in the above-entitled matter.

The Court FINDS the appointment of a Best Interests Attorney is necessary pursuant to A.R.S. §25-321 and Rule 10 (A)(2), Arizona Rules of Family Law Procedure, based on the following factors:

- there is an allegation of abuse or neglect of a child;
- the parents are persistently in significant conflict with one another;
- there is a history of substance abuse by either parent, or family violence;
- there are serious concerns about the mental health or behavior of either parent;
- the child is an infant or toddler;
- the child has special needs;

VT

✓] any other reason deemed appropriate by the court.

FURTHER ORDERED that the Best Interest Attorney shall have authority to:

- a) Meet with the children;
- b) Meet and interview the parents, spouses, significant others, and all adults living in the household;
- c) Visit the homes of the parents to determine if the environments are appropriate for the child;
- d) Investigate and review both parents', their spouses' and significant other's backgrounds with regard to criminal arrests and convictions;
- e) Determine if drug testing by either or both parents is needed;
- f) Review the children's school/daycare records, psychological evaluations, and counseling records;
- g) Visit and interview the children's daycare provider; and
- h) Review any law enforcement, Court or Child Protective Services reports concerning the children.

IT IS FURTHER ORDERED that any and all day care, schools, school districts and personnel thereof shall fully cooperate with the Best Interest Attorney representing the children in this action by allowing access to all educational records of the child(ren), including but not limited to records pertaining to day care/school attendance, behavior, academic progress, and psychological evaluations, and shall discuss the contents and meaning thereof with the Guardian.

FURTHER ORDERED that any and all hospitals, doctor's offices and personnel thereof shall fully cooperate with the Best Interest Attorney representing the children in this matter by allowing access to all medical/dental records of the child(ren), including but

not limited to records pertaining to diagnosis, treatment, and prognosis, and shall discuss the contents and meaning thereof with him/her.

FURTHER ORDERED that any and all police departments, sheriff's departments, law enforcement agencies and personnel thereof shall fully cooperate with the Best Interest Attorney representing the child(ren) in this matter by allowing access to all

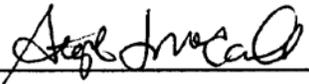
police/sheriff/law enforcement records and reports of the child's parents, stepparents, or significant others of the parents, including but not limited to records pertaining to arrests, convictions and narrative reports.

FURTHER ORDERED that Child Protective Services, the Department of Economic Security, the Department of Health Services and personnel thereof shall fully cooperate with the Best Interest Attorney for the child(ren) in this matter by allowing access to all records and records of the children, children's parents, stepparents or significant others of the parents, including but not limited to records pertaining to sexual abuse, parenting skills, behavior, psychological/psychiatric evaluations, and allegations of child abuse, sexual abuse and neglect.

FURTHER ORDERED the Best Interest Attorney shall participate in these proceedings as provided for in Rule 10(E) of the Arizona Rules of Family Law Procedure

FURTHER ORDERED directing each party to deposit with the Clerk of the Court \$250.00 within the next twenty (20) days as a deposit toward the cost of appointment of a Best Interest Attorney.

Signed this 21 day of NOVEMBER, 2011.



JUDGE OF THE SUPERIOR COURT

ARFLP 68 Rule Change:

APPENDIX A (new language is underlined)

Rule 68. Conciliation Court Services; Counseling, Mandatory Mediation, Assessment or Evaluation and other Services.

A. Conciliation Counseling/Petition for Conciliation.

1. *Filing a Petition for Conciliation.* Either spouse may file a Petition for Conciliation pursuant to A.R.S. § 25-381.09 for the purpose of preserving the marriage or resolving controversies through counseling. The petition shall be filed with the clerk of the court or submitted directly to the conciliation court as provided by local rule or administrative order. When an action for dissolution, legal separation, or annulment is pending, the original Petition for Conciliation may be filed in the court file or in a separate file with a notice or minute entry of the filing of Petition for Conciliation filed in the court file as provided by local rule or administrative order. A copy of the Petition for Conciliation will be sent to conciliation court.

2. Period of Jurisdiction; Stay of Proceedings; Temporary Order; Extension.

a. Upon the timely filing of a Petition for Conciliation, counseling shall be conducted and completed within sixty (60) days of the filing of the petition, unless an extension of any stay of proceedings has been granted pursuant to subsection (d). During this time, no action for dissolution, legal separation, or annulment shall be filed and any pending action for dissolution, legal separation, or annulment is stayed, unless the court lifts the stay before the expiration of the sixty-day period or grants any other extension.

b. There shall be no more than one (1) stay during any twelve-month period in any case.

c. During the stay, the court may proceed to hear and enforce Petitions for Orders of Protection pursuant to A.R.S. § 13-3602 and any requests for temporary orders as allowed by A.R.S. § 25-381.17.

d. A party may petition the court for an extension of the stay of proceedings. The petition must state the basis for the extension and include a plan for reconciliation or a counseling schedule. The court may grant a reasonable extension of up to one hundred twenty days if the moving party establishes good cause for the extension. The court shall not grant an extension if the other party objects with good cause.

B. – F. [No changes]
