

Judicial Information Systems

CCS Briefs



(888) 339-1JIS

February, 2003

DRUG OFFENSE REPORT

As you may be aware, the Drug Offense Report (SCAO-24) requested by SCAO, is due March 1, 2003. CCS provides this report on page 2 of the Report Menu. Simply mark the option field with an X and put in the date range of 01012002 through 12312002. When completing the SCAO form, ONLY include drug counts ORIGINALLY filed with the court.

Before running this report, please contact JIS to apply a correction to the program. If the report has already been run, please contact JIS for the correction and then rerun the report.

If you have questions, please contact us at (888) 339-1547.

EMAIL ADDRESS

In an effort to save on time and cost, we would like to send information to you via email. The information sent will include *CCS BRIEFS*, Release announcements, and notice of future meetings and trainings. If you have email capability and would like to receive CCS information or ask questions via email, please send us your email address at CCSHELPDESK@courts.mi.gov.

NEW TELEPHONE SYSTEM

JIS in Lansing has implemented a new telephone system. For the most part, the system will work the same way as long as there is a circuit team member to take your call and the receptionist is available. In the event that we are all detained, in a meeting, or the receptionist is not available, calls will go into an automated voice system. Simply take option 3 at any time during the message to access the CCS voice mail. Please inform us of any problems you may encounter with this system. We want to provide the best support possible.

Forensic Fee

In reference to the January 15, 2003 memo from SCAO, CCS provides a Forensic Report through the Financial Menu (page 2). The report provides a list of all applicable CSC charges where the forensic fee should have been assessed and if the fee was, in fact, assessed. However, it does not include cases where the prosecutor has notified the court that forensic testing has been done as part of a criminal investigation. If you need assistance in generating this report, please give us a call or email us.