



## Michigan Supreme Court

State Court Administrative Office

### Judicial Information Systems

Michigan Hall of Justice

925 W. Ottawa Street

Lansing, Michigan 48913

## MEMORANDUM

**DATE:** June 12, 2009  
**TO:** JIS District Court Users  
**FROM:** JIS District Court Team  
**RE:** Spring Software Updates and Furlough Days Reminder

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There will not be a Software Release CD sent to JIS District Courts this spring. We will be applying the following updates to your software on June 17-21, 2009:

1. **Collections Report** - The Collections Report has been modified to create a data transfer file that can be uploaded to MCAP. You will not notice any difference in the report. The document **Collections Report Data Transfer from AS/400 to PC** provides instructions and was included as an attachment to the email that this memo was attached. Further instructions will be forthcoming from SCAO regarding the Collections Report upload procedure.

**REMINDER:** The Collections Report is requested on the *Court Wide Cash Report* screen. The *Collections as of* date is **063009** for this year. Many system resources are used to generate the Collections Report and, depending on the size of your court, it may take a substantial amount of time to complete. *We highly recommend requesting this report at the end of the business day when all users are signed off and after Date Generated Notices have been requested.*

2. **Attorney (Professional) File** – The following changes were made to the Attorney (Professional) File:
  - A change was made in the 2008 Fall Release which was found to cause a problem when adding or modifying a bar type of Magistrate (M) or Probation Officer (P) to a number less than 10000 in the Attorney (Professional) File. This problem has been resolved.
  - Updates from the State Bar of Michigan will be applied to your Attorney (Professional) File.
3. **FAC Electronic Clearance List** – The Summary of Electronic Clearances is reporting correctly at the end of the FAC Electronic Clearance List.

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4. **Crime Victim Report** – A problem was found with delayed sentence cases that were properly assessed the Crime Victim Fee. When these types of cases were ultimately dismissed, they were appearing on the Crime Victim Rights Report with an asterisk (\*). They will no longer appear on the report with an asterisk (\*).
5. **Ticket Upload** – The following changes were made to the Ticket Upload program:
  - A *Venue* field has been added to the ***Ticket Selection Detail*** screen. If venue data exists, the field will display and may be modified, if necessary. The venue data will transfer to the ***Case Entry (CAS)*** screen.
  - A *Local Ordinance* field has been added to the ***Ticket Selection Detail*** screen. A **Y** (Yes) in this field indicates the ticket was issued under Local Ordinance, while **N** (No) indicates it was not. This is a display-only field and is determined by the officer when issuing the ticket. The information does not transfer to the ***Case Entry (CAS)*** screen.

When the upload program is used to determine the Case Type, it uses this field to determine which case type to choose from the ***Statute File Inquiry & Update*** screen for the Charge Code selected. If two case types are displayed on the ***Statute File Inquiry & Update*** screen, the first case type is selected if the Local Ordinance option was selected (Y) by the officer. If the Local Ordinance option was not selected (N) by the officer, the second case type for the Charge Code is used.

  - Expanded the size of the *Ticket* and *Ticket#* fields from 7 to 10 characters on the ***Ticket Selection*** and ***Ticket Selection Detail*** screens.
6. **CHR Entry for MIP Deferral** – The CHR Court Disposition Code (CDC) for Deferred Minor in Possession (DF05) charges has been added to the Code Files. The correct disposition code of **DPM** (Deferred-MIP) will populate the *CDC* field and be sent to CHR. If the case is ultimately dismissed on the Disposition (DSP) screen with a DS08, DS25 or DS26, and you hop to the ***Criminal History Records - EJUD*** screen, the new CHR Disposition code of **DMM** (Dismissed-MIP) will populate the *CDC* field.
7. **Civil Caseload** – Occasionally, a reopen code was causing problems with Civil case aging. This has been resolved.
8. **Civil Case Status (STS)** – Minor changes have been made to the ***Civil Actions in DATE Sequence*** and ***Civil Actions in ENTRY DATE Sequence*** screens to accurately reflect Clerk initials and display the correct Run Time when printing.
9. **Civil Calendar** – If a matter was scheduled before a non-Judge of Record, and the case was transferred to a different case number, the hearing was incorrectly appearing on the new Judge of Record's calendar. This issue has been resolved.

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10. **Civil Garnishment** - When a *Service Date* was modified on the **CIVIL ONLINE GARNISHMENT UPDATE** screen, the wrong garnishment type was writing to the ROA. This has been corrected.
11. **Civil Delete** - When a Civil Party or a Civil Garnishment is deleted, a comment will now write to the Register of Actions.

**Again, there will be no CD forthcoming. JIS will apply all software updates by Monday, June 22, 2009.** Should you have any questions regarding these updates, please do not hesitate to contact the JIS District Court Help Desk at 888-339-1547 or email to [DCSHelpDesk@courts.mi.gov](mailto:DCSHelpDesk@courts.mi.gov) .

### **IMPORTANT REMINDER**

The Michigan Supreme Court will be participating in the six furlough days Governor Granholm ordered for the Executive Branch of government. The furlough days are as follows:

Friday, June 19<sup>th</sup>  
Monday, July 6<sup>th</sup>  
Friday, July 24<sup>th</sup>  
Friday, August 7<sup>th</sup>  
Friday, August 21<sup>st</sup>  
Friday, September 4<sup>th</sup>

**On these days, Judicial Information System offices are closed, but we will be providing limited Help Desk support from 9:00 a.m. to 4:00 p.m.**

We apologize in advance for any inconvenience this may cause.