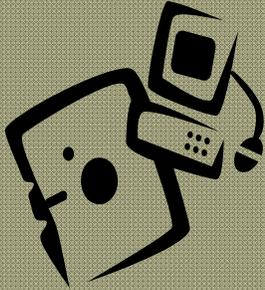


June 2009

JIS-PCS Briefs

Judicial Information Systems (888) 339-1547; option 2



Individual Highlights:

- *Worker/Professional Number
- *Minimum State Costs
- *CHR New Codes
- *Party Due Date
- *Probate Disposition Field
- *Outstanding Receivables Report
- *Juvenile Guardianship
- *Next Generation Project
- *Furlough Days

June 2009 Update

There will not be a Software Release CD sent to JIS PCS Courts this spring. We will be applying the updates outlined in this Brief to your system during the week of June 22, 2009.



Worker/Professional Number

With this update, we are converting the worker number to a number less than 10,000. We have a conversion program which will convert your current worker numbers. The new number will start out with your county number followed by a two-digit number. We will start out with 01, 02, 03, etc. (Example - worker

#97600 will be changed to XX01; and 97653 will be changed to XX02).

Once this conversion has taken place, we will generate a report showing the old worker number, the new worker number, and the cases each worker is assigned to.

Minimum State Costs

Effective April 1, 2009 the Minimum State Costs were increased from \$60 to \$68 on felonies, from \$45 to \$53 on serious and specified misdemeanors, and from \$40 to \$48 on other misdemeanors. If you have these Price Codes set up as a 'cash' amount, it will be necessary to create new

price codes using the effective date of 04/01/2009. However, if you have these price codes set up as a 'percentage' and enter the dollar amount on each order, no changes are required. This increase was announced in a Memo from SCAO dated January 22, 2009.

CHR – New Disposition Codes

Reminder: The CHR Chapter of the User Manual is not available on-line. If you need a copy of that Chapter, please contact the help desk and we will email that Chapter to you.

In February, 2009 you should have received a memo from Diane Sandborn, Criminal Records Division of the Department of State Police regarding new court disposition codes. You will continue using the same adjudication codes as you have in the past. We will convert your adjudication codes over to the new codes for CHR purposes. **Due to caseload**, it is important that you continue using the appropriate adjudication codes that

you have used in the past. If you have not seen that memo, please contact the Help Desk and we will forward a copy to you.

Prior to submitting your CHR, please confirm that the appropriate CDC code is displayed on your EJD screen.



Party Due Date

We have shortened the Due Date field to only include the month and date. In the past, the field was long enough to have the month, day, and year, however, only the month and day were picked up

for reporting purposes. As in the past, it is best to have the system calculate this field for you. When entering your party information, you can leave the Due Date field blank and once you hit enter,

the system will populate the field with the appropriate due date.

Probate Disposition Field

We have excluded all adoptions, protective orders, name changes, trusts, emancipations, and release case types from the edit for confirmation that a party exists prior to a disposition being added to the header. There has been some discussion as to DE cases where the estate was only opened to admit the will. On these

cases, it will be necessary to call the Help Desk and we will enter the disposition onto your header without the requirement of adding a party. Since most DE cases will have a party, we do not want to exclude DE cases from this edit.



Financial – Outstanding Receivables Report/Collection Data System

The due date for the Outstanding Receivables Report is July 15th. If you have not done so already, you may want to run your report as well as the audit and review those reports. Please review your audit carefully. If you come across a negative number, you will need to check the ARM and FRD screens to

see what is causing that negative number. With the upload/electronic reporting method, negative numbers will not be accepted. Please watch the Weekly Distribution for more information regarding the Outstanding Receivables Report.

We have prepared the Initial Data Transfer Instructions for the MCAP Collection Data System (CDS). The Instructions are attached to this email and are also available on our website. As with the caseload instructions, we have provided a step-by-step handout to help you upload your Outstanding Receivables Report.

Juvenile Guardianship

Now that the Court Rules and forms have been established for the Juvenile Guardianship proceedings (Case Type of JG), we have begun programming for this new case type. Once completed, we will send the program out to you in a software update program. We will then provide you with further

instructions on adding your cases to the system so they are counted correctly for caseload purposes.

Juvenile Guardianships will be counted on Part 1; Section H, Lines 4, 5, and 6 of Caseload.”

Next Generation Project

For those of you who are interested in the progress of our future software package, we have developed a link from our JIS website. To view the progress of the project go to <http://courts.mi.gov/jis> and click on the technical initiatives tab. Choose JIS technical initiatives from the drop down menu. You can also click on the 'Court Systems' link and

then select 'Next Generation System' and see updates. We are well into the second year of development and are currently working on the civil phase. Every JIS employee is involved in the project in one way or another in an attempt to create a single court software package.



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See us at:

www.courts.michigan.gov/jis

Furlough Days

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

Monday, July 6

Friday, July 24

Friday, August 7

Friday, August 21

Friday, September 4.

However, the Help Desk will be available on all of these days. The Help Desk will have coverage from 9 a.m. to 4:00 p.m. on all furlough days.

