

Judicial Information Systems

Trial Court System

Spring Release - March 2012

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In order to assist the courts in a more efficient and expeditious manner, please use the helpdesk email or phone number listed below.



Help Desk Phone:
1-888-339-1547

Option 4:
TCS Help Desk
(Software questions)

Option 5:
Operations
(Hardware)

Help Desk Fax:
517-373-7451

Help Desk E-mail:
tcshelpdesk@courts.mi.gov

JIS Website:
www.courts.mi.gov/jis
(click on Court Systems to find TCS link)

The release summarizes fixes, software changes that have been applied to the Trial Court System.

IMPORTANT

Please forward or copy and distribute this announcement to all staff.

Future Enhancements

Please note that due to the MiCS (formerly known as Next Generation Project) commitments, TCS enhancements will be limited to fixes, form changes, and legislative changes. Please contact JIS if you have any questions.

Financial Passwords

- Your financial password should not be shared with other users. If you are unable to process a financial transaction, please contact the Helpdesk and we will set you up with the appropriate security.
- If you are assigned to work in two different courts, you will need two separate financial passwords. Please call the Helpdesk to set this up.

Caseload Changes

Just what everyone wants to hear after just finishing with the 2011 caseload report. But nonetheless, caseload changes are coming.

Be on the lookout for additional information in the fall.



Can you identify the flowers?

Answers on last page

Caseload Reminders:

Things to look for when reviewing caseload.

- Run caseload at a minimum every quarter.
- Did you run the invalid jurist report? If so, were there any cases on the report? If there were cases on the report, it means that the judge assigned to these cases has not been identified in the caseload set up file for your court. Please review these cases and contact JIS for assistance.

Put a Y in the Invalid Jurist Option

```

MICHELE      UCCAPVK                      Lansing Test(Rel Pilot)      Rel1211
CaseLoad Report                               2/17/12
Next:  ___ Case:  ___ Court:  C 08 34
Date:  01012012 thru 12312012 SCAO Report Court:  C 08 34
Jurist:  _

1=Select SCAO Reports
Grid  Audit
  _    1  Parts 1 & 2
  _    1  Part 4
  _    _  Worksheet Part 4 (without judge)
  Y Invalid Jurist (Y/N)
Options for Audit
  _ Case Type -OR- _ Report Section
System Options (Y/N)
N Hold Print N Run Report at 6:00pm N Create E-file N Clear E-file
F3=Exit F10=Name F13=Cmnds F16=Calc
    
```

- Take a look at Part 2: Method of Disposition. Are there any blank line/actions on the report? If so, this means that the method of disposition is incorrect and caseload doesn't know where to put the case. Please review these cases for:

- Incorrect Disposition
- Needs specific event
- Missing Ex Parte Flag

Section: H MISCELLANEOUS FAMILY

Line	Action	Case	Filed Date	Reopen Date	Dispo Date	Nxt Act Date	Parties Document
		2007 0000000214 PP JOHNSON V JOHNSON			4/01/07	4/02/07	



- Take a look at Part 4: Case Age at Disposition and Pending Case Age. Is the age of the case what you would expect, especially pending? If so, please review these cases.

Begin Age Action	Evt Nbr	Begin Age Date	End Age Action	Evt Nbr	End Age Date	Dsp Pnd	Dtn Plc	# of Days	Rpt Days
Bindover	0	2/08/2012	Disposed	2	2/08/2012	D		0	0

Part 1 - New Filings/ReOpen

Part 2 - Method of Disposition

Part 4 - Case Age Pending/Disposed/Inactive - # of Days
*Note: If a case is Inactive - Rpt Days will be zero

Did you know?

- That a note can be added to a name. This can be used for any number of reasons. Some Courts have been using it to identify whether a defendant has joint/several restitution with a defendant in a different court.
- To add a note to a name, go to the NAM index and look for the name. Select option 2 to change. Enter security risk and desc then enter to save.

Any character or symbol can be used for the security risk (i.e. &, *). Desc. is a free text field but is not expandable

```
MICHELE      UCC6E1K      Lansing Test(Rel Pilot)      Rel1211
Edit Name      2/17/12

Name: COX, MICHELE, _____ Company: N Adoption Name: N
Address: 925 W. OTTAWA _____
City: LANSING _____ St: MI Zip: 48843 _____ Suppress Address: _
Phone: _____ Ext: _____ Cell Phone: _____ Fax: _____
E-Mail: _____ Work Phone: _____ Ext: _____
DOB: _____ Date of Death: _____ SSN: _____
Gender: _ Race: _
PLN: _____ St: _____ SID#: _____ NCICH: _____
Security Risk: J Desc: J/S Rest with DC defendant _____
F3=Exit F6=More F10=Name F13=Cmnds F16=Calc
```

An indicator that there is a note is displayed on the name index

```
Name: COX _____
```

Name	GDR
COX, BRODY, RICHARD	M O
COX, DALE,	M M
COX, KEVIN,	U C
COX, LAURA,	F F
COX, LORRAINE, ESTELLA	F F
COX, MICHELE,	F F
CRABTREE, HASKEL, L, JR	M W
CRABTREE, MELISSA,	F W
CRADIT, LEONARD,	M W

F3=Exit F6=Create F13=Cmnds F16=Calc
Record changed.



Circuit/Juvenile Court Updates

General Updates

The Crime Victim Assessment and Minimum State Cost Chart will be revised on April 1, 2012

- Due to Legislative changes, JIS will be updating all offenses as Crime Victims assessable, except:
 - Statutes with 712.
 - ORD. or Ordinance codes that do not include a Statute Prfx.Sfx number.
- If the offense has an Ordinance number and is categorized as a misdemeanor, the Court will have to update the offense manually. If you need a report to determine these offenses, please call the helpdesk for assistance.
- Several public acts recently signed into law affect the crime victim assessment and minimum state cost. For adjudications and deferrals occurring on and after April 1, 2012, the changes are shown in the following charts:

Adults, including juvenile waivers and designated (DJ) cases:

Offense Type	Crime Victim Assessment (one assessment per case based on the most serious offense)	Minimum State Cost (assessed per count if any combination of other assessments is also ordered on that count)
Felony	\$130	\$68
Misdemeanor	\$ 75	\$50

Juvenile delinquency (DL) cases:

Offense Type	Crime Victim Assessment (one assessment per case based on the most serious offense)	Minimum State Cost (assessed per count if any combination of other assessments is also ordered on that count)
Felony	\$25	\$68
Misdemeanor	\$25	\$50

There are no longer separate categories of serious and specified misdemeanors.

Link:

<http://courts.michigan.gov/scao/features/Mailings/tc/CVAMinStateCostChangesExp04-01-12.pdf>



Circuit/Juvenile Updates cont.

Crime Victims Report

- Crime Victims Report - Line 10 - Deposit of Restitution unclaimed for 2 Years. Cases with outstanding restitution that have a last payment date greater than 2 years old **are not** falling on the report as they should or may be falling on the report when they shouldn't.
- **Until this issue is resolved, the audit report will not include cases with restitution that has been unclaimed for more than 2 years.**
- Line 10 of the CVR Assessment Report which is sent to the state will not include a monetary amount. Courts will have to manually add the amount if applicable.

Juvenile Court Updates

Permanency Indicators Report (PIR)

- SCAO will be implementing a new reporting requirement for the family division of the circuit court for neglect abuse cases. The PIR will track the petition age for each child from placement out of the home to permanency/reunification.

Data entry for courts will begin January 2013

Report is due to SCAO January 2014

JIS will be informing courts of the upcoming training sessions and detailing the specific events that will need to be entered on active cases in order to properly track information for the report.

Helpful Information:

- What is the difference between closing a case/petition and closing a juvenile file in Delinquency Proceedings?

When an event of CLO or CLOC is entered, it closes out the petition. An event of CLJF or OTJ closes out the entire file for the juvenile. If there is no closed date displayed on the work with juvenile's screen, it is because there is no CLJF or OTJ event.

- What is the difference between closing a case/petition and closing a juvenile file in Neglect/Abuse Proceedings?

To close the case/petition an event of CLO needs to be entered, but this can only be entered when all of the children on the petition have been disposed. An event of CLJF (or OTJ) is when an individual child is no longer a party to the petition.



FORM CHANGES

The following forms have been updated and are included in this release. If you should encounter any problems with generating these forms or have any questions please contact the helpdesk.

Form	Description
JC11a	Order After Preliminary Hearing (Child Protective Proceedings)
JC11b	Order After Pretrial Hearing (Child Protective Proceedings)
JC19	Order Following Dispositional Review/Permanency Planning Hearing (Child Protective Proceedings)
JC29	Order to Transfer Case
JC49	Order of Adjudication (Child Protective Proceedings)
JC75	Order Following Emergency Removal Hearing (Child Protective Proceedings)
PC562	Notice of Hearing
PC585b	Order Allowing Account(s)
PC631	Order Regarding Appointment of Guardian of Incapacitated Individual
PC632	Order Regarding Appointment of Temporary Guardian of Incapacitated Individual
PC638a	Order Regarding Termination/Modification of Guardian for Minor or LII/Conservator
PC640	Order Regarding Appointment of Conservator
PC653	Order Regarding Appointment of Guardian/Limited Guardian of a Minor

Answers to the pictures of flowers: Page 1: Daisy; Page 2: Light Blue Morning Glory; Page 3: Dark Purple Columbine; Page 4: Yellow Rose; Page 5: Pink/Yellow Bloomed Tulip; Page 6: Sunflower.

