

Oct. 2018 – Circuit Court Release Notes

October 1, 2018 v1.0

New Features/ Enhancements

Purpose

The purpose of this document is to notify the Circuit Courts using MEC of the updates that have been made to the MEC system. This document details the changes applied to Circuit Court functionality, with many of the changes referenced in this document applicable to Criminal MEC functionality. The changes to the MEC system are detailed below.

Reports

New Calendar Events Report – Criminal Cases only:

Court Users:

- The New Calendar Events Report output format for parties has been updated for criminal cases. The party format remains unchanged for civil cases.
- Updates have also been made to provide court users with additional options to allow more case details to display on the report. The following display options have been added:
 - o Future Hearings
 - Displays any active hearings from current day forward
 - Case Flags
 - o Party Text
 - Displays text input in "Party Text" box located on Edit Case Participants screen.
 - Bond Information
 - Bond Company & Bond Amount, if input in Bond Information Utility.
 - o Pending Counts/Charges
 - Disposed Counts/Charges
 - o Aliases (if any)
 - o Defendant Number
 - o Option to remove any single setting from report (updates number of settings)

See Appendix A, Figures 1.1 and 1.2.

Criminal Cases Report:

Court Users:

- The Criminal Cases Report has been updated to allow several new options for display:
 - o Active Settings
 - Case Flags
 - o Bond Company Information
 - o Party Text
 - Pending/Disposed Counts
- Court users now also have the option to exclude sealed criminal cases from the report.

See Appendix A, Figures 2.1 and 2.2.

Docket Report – Criminal Cases only:

- Active Hearing(s) information will now display on the docket report for each criminal defendant. This information is also currently available to users on the Query->Deadlines/Hearings Report for each case.
 - o Only "hearing" type settings are displayed; "deadline" type settings are not displayed.
- Party Text will now display on the docket report. This text may be added/edited using the Edit Case Participants function.
- Statute/Citation numbers will now display with Counts listed on the docket report.
- "Sentencing Statute" and "Sentencing Detail" headings will now display on the docket report under the "Count Action" section when a count is disposed.
 - Sentencing Statute Displayed if specific Sentencing Statute is selected in MEC upon count disposition; or imported from 3rd party/legacy systems.
 - Sentencing Detail Additional Sentencing details are displayed separately from the sentencing statute under this heading, if input upon count disposition.
- Criminal Cases with multiple defendants Calendar schedule icons will now only display when a criminal defendant case is selected. Selection of the main case in multiple defendant cases will not give the user the option to edit schedules from the docket report.

See Appendix A, Figure 3.1.

Circuit - Civil Events

Current Filing Events - Updates:

1. Notice of Appeal (To Mississippi Supreme Court)

Civil event list: Appeal Documents

Court user filing.

• Court users are now required to select the filing party.

2. Record on Appeal (Lower Court Appeal Record ONLY)

Civil event list: Appeal Documents

Court user filing.

Added court filing guidelines screen with specific instructions for using event.

3. Transcript

Civil event lists: Trial Documents, Other Events

Court user filing.

- Prompt added to input "Type of Proceedings."
 - o If entered, input is included in the docket text.

4. Notice of Notice of Removal

Civil event list: Notices

Court and Attorney filing.

Added functionality to link attorney to filing party if not previously linked.

Circuit - Criminal Events

New Filing Events:

1. Order of Non-Adjudication

Criminal event list: Other Orders/Judgments

Court user filing.

- Specific filing event created allow courts to docket Non-Adjudication Orders.
- Functions similarly to the Sentencing Order event, allowing options for count disposition, party termination, and case closing.
- Users given additional option to set/clear case flags if closing case.

2. Misdemeanor Order

Criminal event list: Other Orders/Judgments

Court user filing.

- Specific filing event created allow courts to docket Misdemeanor Orders
- Functions similarly to the Sentencing Order event, allowing count disposition, party termination, and case closing.
- Users given additional option to set/clear case flags if closing case.

3. Order of Dismissal

Criminal event list: Other Orders/Judgments

Court user filing.

- Specific filing event created allow courts to docket Dismissal Orders.
- Functions similarly to the Sentencing Order event, allowing options for count disposition, party termination, and case closing.
- Users given additional option to set/clear case flags if closing case.

4. Order of Adjudication

Criminal event list: Other Orders/Judgments

Court user filing.

• Specific filing event created allow courts to docket Adjudication Orders.

5. Waiver of Arraignment and Order Setting Trial

Criminal event list: Other Orders/Judgments

Court user filing.

- Specific filing event created allow courts to docket Waiver of Arraignment and Order Setting Trial when the filings are combined in one document.
- Terminates arraignment deadline, removes Arraignment Pending case flag.
- Allows setting of pre-trial conference, docket call, trial / jury trial hearings.

6. MDOC Warrant Issued

Criminal event lists: Service of Process, Other Orders/Judgments

Court user filing.

- Specific filing event created to allow courts to docket MDOC Warrants Issued.
- Sets "MDOC Warrant Issued" case flag.

7. Legacy Case File

Criminal event list: Other Documents

Court user filing.

• Specific filing created to allow courts to docket criminal Legacy Case Files.

8. Legacy Docket

Criminal event list: Other Documents

Court user filing.

• Specific filing event created to allow courts to docket criminal Legacy Dockets.

9. Discovery Response

Criminal event list: Discovery Documents

Court and Attorney filing.

• Specific filing event created to allow docketing of Discovery Responses.

10. Discovery Receipt

Criminal event list: Discovery Documents

Court and Attorney filing.

• Specific filing event created to allow docketing of Discovery Receipts.

11. Demand/Request for Notice of Alibi

Criminal event list: Discovery Documents

Court and Attorney filing.

• Specific filing event created to allow docketing of Demand/Request for Notice of Alibi.

12. Response

Criminal event list: Responses and Replies

Court and Attorney filing.

• Specific filing event created to allow docketing of Responses not linked to motions; or linked to documents imported from legacy systems.

Current Criminal Filing Events - <u>Updates</u>:

1. Order of Nolle Prosequi (Nolle Prosse)

Criminal event list: Other Orders/Judgments

Court user filing.

- Event previously named: Nolle Prosequi Allowed (order)
- Event updated to function similarly to the Sentencing Order event, allowing options for count disposition, party termination, and case closing.
- Users given additional option to set/clear case flags if closing case.

2. Sentencing Order

Criminal event list: Other Orders/Judgments

Court user filing.

• Users given additional option to set/clear case flags if closing case.

3. Judgment Nisi

Criminal event list: Other Orders/Judgments

Court user filing.

• Requirement to link filing to bond utility entry is now optional.

4. Writ of Scire Facias

Criminal event list: Other Documents

Court user filing.

• Requirement to link filing to judgment nisi document is now optional.

5. Final Judgment Nisi

Criminal event list: Other Orders/Judgments

Court user filing.

• Requirement to link filing to judgment nisi document is now optional.

6. Order Setting Bond

Criminal event list: Other Orders/Judgments

Court user filing.

- Event previously named: Order Setting Bond for Witness
- Event updated to allow court users to file orders setting bond for any designated party (witness, defendant, etc.).

7. Appearance Bond

Criminal event list: Other Orders/Judgments

Court user filing.

- Event previously named: Appearance Bond of Witness
- Event updated to allow court users to file appearance bonds for any designated party (witness, defendant, etc.).

8. Order to Continue

Criminal event list: Other Orders/Judgments

Court user filing.

• Event updated with additional settings/hearings options.

9. Notice of Appeal (To Mississippi Supreme Court)

Criminal event list: Appeal Documents

Court user filing.

• Court users are now required to select the filing party.

10. Notice of Appeal (From Lower Court)

Criminal event list: Indictment, Information, Complaint

Court user filing.

- Case Flag "Justice Court Appeal," "Municipal Court Appeal," or "County Court Appeal" added to case based on user selection of court appeal from within filing event. This will enable more efficient identification of criminal cases appealed from lower courts.
 - o Note: Civil cases appealed from lower courts are tracked by Nature of Suit.

11. Lower Court Appeal Record

Criminal event list: Appeal Documents

Court user filing.

• Added option to link documents/entries imported from legacy systems.

12. Subpoena Issued

Criminal event list: Service of Process

Court user filing.

- Added "sensitive filing" screen/prompt to give court the option to restrict the filing to user selected parties; or file as a normal non-restricted public filing.
 - o Previously, event defaulted to restricted filing and required court to select party(s) that should have access and receive electronic notification.
- Prompts added to collect date issued, issued on behalf of, and party to be served. This information will display in the docket text.

13. Subpoena Returned Executed

Criminal event list: Service of Process

Court and Attorney filing.

• Prompt added to input party served. This information will display in the docket text.

14. Subpoena Returned Unexecuted

Criminal event list: Service of Process

Court and Attorney filing.

- Added "sensitive filing" screen/prompt to give the option to restrict the filing to user selected parties; or file as a normal non-restricted public filing.
 - o Previously, event defaulted to restricted filing and required user to select party(s) that should have access and receive electronic notification.

15. Bench Warrant Issued

Criminal event lists: Service of Process, Other Orders/Judgments Court user filing.

- Added "sensitive filing" screen/prompt to give court the option to restrict the filing to user selected parties; or file as a normal non-restricted public filing.
 - o Previously, event defaulted to restricted filing and required court to select party(s) that should have access and receive electronic notification.

16. Search Warrant Issued

Criminal event list: Service of Process

Court user filing.

- Added "sensitive filing" screen/prompt to give court the option to restrict the filing to user selected parties; or file as a normal non-restricted public filing.
 - o Previously, event defaulted to restricted filing and required court to select party(s) that should have access and receive electronic notification.

17. Seizure Warrant Issued

Criminal event list: Service of Process

Court user filing.

- Added "sensitive filing" screen/prompt to give court the option to restrict the filing to user selected parties; or file as a normal non-restricted public filing.
 - o Previously, event defaulted to restricted filing and required court to select party(s) that should have access and receive electronic notification.

18. Waiver of Arraignment and Entry of Plea

Criminal event list: Waivers

Court user filing.

- Event previously named: Waiver of Arraignment
- Arraignment Pending case flag will now be cleared upon filing of event.

19. Transcript

Criminal event lists: Trial Documents, Other Events Court user filing.

Prompt added to input "Type of Proceedings."
If entered, input is included in the docket text.

20. Staff Notes

Criminal event list: Utility Events

Court user filing.

• Prompt added to allow option to attach document.

21. Bond Information Utility

Criminal event list: Utility Events

Court user filing.

• Prompt added to allow bypass document attachment process when event is used only to update bond information data.

22. Demand/Request for Alibi Witness

Criminal event list: Discovery Documents

Court and Attorney filing.

• Prompt added to designate filing as "Demand" or "Request."

23. Demand/Request for Public Authority Witness

Criminal event list: Discovery Documents

Court and Attorney filing.

• Prompt added to designate filing as "Demand" or "Request."

24. Notice of Alibi

Criminal event list: Discovery Documents

Court and Attorney filing.

• Prompt added to designate filing as "Initial," "Amended," or "Supplemental."

25. Notice of Alibi Witness

Criminal event list: Discovery Documents

Court and Attorney filing.

• Prompt added to designate filing as "Initial," "Amended," or "Supplemental."

26. Discovery Response and Demand/Request for Notice of Alibi

Criminal event list: Discovery Documents

Court and Attorney filing.

• Prompt added to designate filing as "Demand" or "Request."

Circuit - Case Flags

The following Case Flag options have been added to Circuit Courts:

- MDOC Warrant Issued
- Revocation Order TBE
- Conviction Order TBE

- Nolle Prosse Order TBE
- Adjudication Order TBE
- Misdemeanor Order TBE
- Order TBE
- Justice Court Appeal
- Municipal Court Appeal
- County Court Appeal
- Case Inactive

Bug Fixes

- ➤ Criminal Filing Events Removed "Blank" -Next- screen following the case number entry screen in criminal filing events.
- ➤ Query Fixed an issue caused by using special characters in the name search fields on the Query screen. For example, using a single quote when performing a name search using the Query screen will now yield appropriate results (e.g. O'Neal).
- ➤ Criminal Citations The criminal citation list is now sorted appropriately by statute number.
- ➤ Public Terminal An empty charge receipt screen will no longer display prior to viewing documents in MEC at public terminals.
- New Calendar Events Report Fixed an issue preventing updates to user selected options when "Make these options my default" checkbox is used.
- Schedules/Settings Using special characters in schedule text will no longer cause schedule updates to fail to save when using the Edit Schedules utility.
- Docket Report "Blank" Count Actions will no longer display on the docket report in criminal cases.
- Docket Report Fixed an issue that prevented court users from creating a record on appeal in sealed cases.
- ➤ Docket Report Fixed an issue that prevented attorney & public users from making multiple selections when using the "View Multiple Documents" option.
- Docket Report Fixed an issue that generated an error when any user attempted to generate a docket report as a PDF file (Format: PDF (paginated)).
- ➤ Docket Report The option to transmit sealed case appeal documents to the Supreme Court electronically has been disabled.
- ➤ Criminal Cases with Multiple Defendants Fixed an issue with the Docket Report that would display the most recently assigned judge for all defendants after one defendant case was reassigned to a different judge. Each defendant case will now display the appropriately assigned judge.

^{*}TBE – To Be Entered; prompts courts utilizing the flags that order(s) are outstanding on cases.

- ➤ Bond Information Utility Fixed an issue that prevented bond records from being deleted by court users.
- ➤ Docket Report Criminal cases with no plaintiff party will no longer reference the "US Attorney" party being missing from the case but instead reference the "State of Mississippi" party. This only affects criminal cases imported from 3rd party systems into MEC with no plaintiff party present.

Please contact the MEC HelpDesk at 601-576-4650 or helpdesk@mec.ms.gov with any questions or issues.

Appendix A

Figure 1.1 – New Calendar Events Report – additional report options:

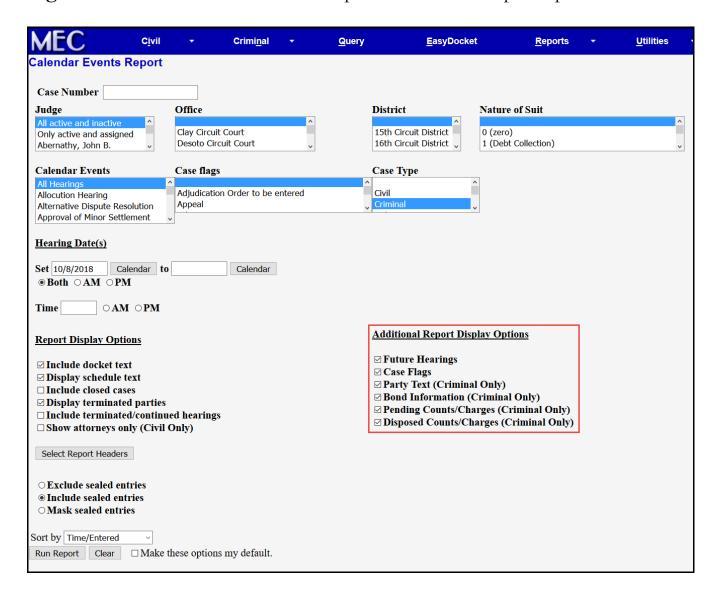


Figure 1.2 – New Calendar Events Report – Criminal Case with additional display options:

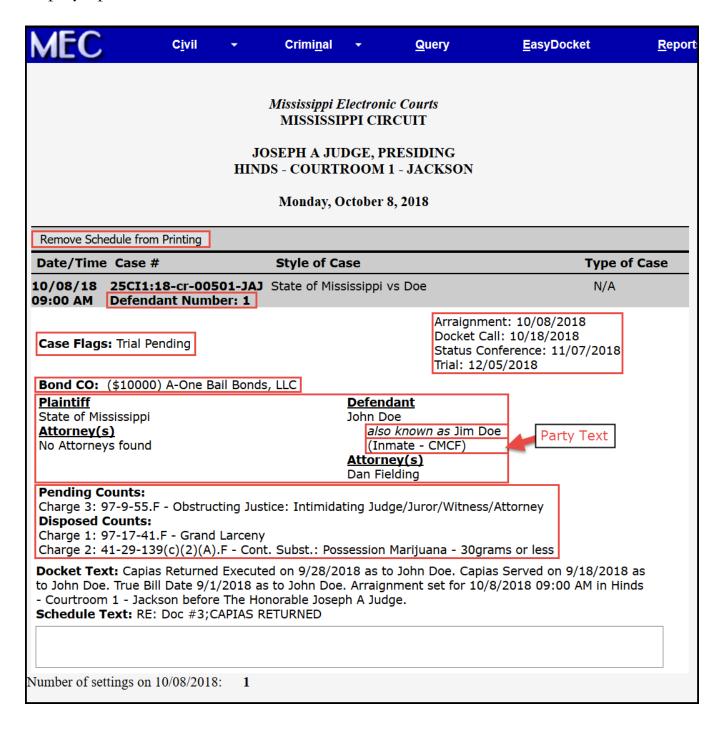


Figure 2.1 – Criminal Cases Report – additional report options:

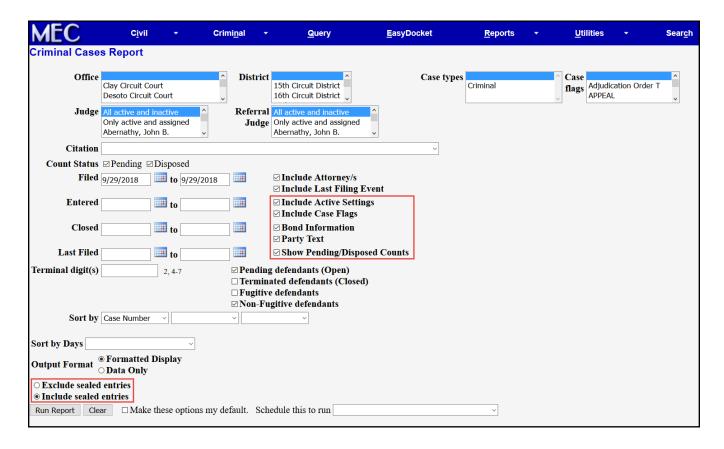


Figure 2.2 – Criminal Cases Report – Criminal Case with additional display options:

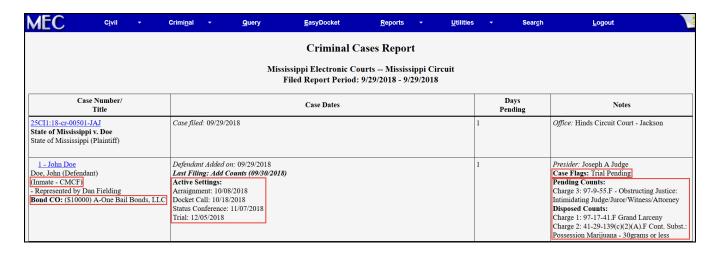


Figure 3.1 – Docket Report – Criminal Case with additional display options:

