

Release Notes – MEC Trial Courts – August 2019

August 19, 2019

v1.0

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

Purpose

The purpose of this document is to notify all users of the MEC Trial Court Program of the most recent updates made to the system. There are numerous major system enhancements and changes included in this system release. This document contains specifics of the changes made to MEC system functionality and are detailed below.

New Features/ Enhancements

Important Updates

Password Security Update - Character & Strength Requirements Update - All Courts:

- Passwords for Court Users will now require double entry verification when updates are made, along with additional character/number/special character requirements to bolster password strength. All new Court User accounts and some existing Court User accounts will be prompted to change their passwords upon login.

See Appendix A., Figure 1.1.

Duplicate Settings Notifications – All Filing Events with Settings Options – All Courts:

- On any screen within a filing event that prompts a Court User to enter a hearing date, time, judge, and location: the MEC system will now check the selections made on the current case against any **active** settings previously saved on the case. If the system finds a duplicate, the user will receive a message on the screen detailing any duplicate setting(s). The user can proceed with setting the duplicate setting, or clear the current setting and move forward with the filing event.

See Appendix A., Figure 1.2.

Minors' Names on Docket Sheet – Privacy – All Courts:

- Parties designated as "Minor" in MEC will no longer display the full name of the party on the Docket Sheet/Report for Public Users. Minors' full names will continue to display for Court Users.

See Appendix A., Figure 1.3.

New Calendar Events Report - New Display Options & Email Report Option - All Courts:

New display options have been added to the New Calendar Events report for Circuit and Chancery
courts. The report has been split into two reports on Circuit Court servers – one for Civil and one for
Criminal. Additionally, a new "Email Report" button has been added to allow direct emailing of a PDF
copy of the report to all attorneys of record in the cases listed on the report.

See Appendix A., Figure 1.4.

Pro Hac Vice - Out of State Attorney Admissions - All Courts:

- Attorneys admitted *Pro Hac Vice* to specific cases in the MEC trial courts will no longer have access to e-file on all MEC cases. *Pro Hac* attorneys will now be restricted to e-filing in case(s) that have been approved in their *Pro Hac Vice* admission petition(s) before the Mississippi Supreme Court.

Report Enhancements – Drag/Resize Selection Boxes (Chrome & Firefox) – All Courts:

- Many of the reports available in MEC have been updated to give the user the ability to drag/resize the filter selection boxes in order to better view the options in each window/box. Users may hold the left Ctrl key and left click select/deselect multiple filter options in each re-sized selection window/box.

See Appendix A., Figure 1.5.

Criminal Case Opening – State of Mississippi Attorney auto-assignments – Circuit Courts:

- MEC has been updated with functionality to enable automatic assignment of designated attorney(s) for the State of Mississippi in criminal cases. This auto-assignment can be done for a single attorney or multiple attorneys. The attorney auto-assignment can also be made based on a particular judge assignment when opening a new case.
 - Circuit Clerk's Offices: Please contact MEC if you would like this set up in your court.

Notice of Criminal Disposition Form – Circuit Courts:

- The Notice of Criminal Disposition filing event has been updated with a new MEC generated Notice of Criminal Disposition form.
- The new form will populate criminal defendant and case disposition information from a selected criminal case. Court Users may modify and add information to the form in order to prepare it for docketing in MEC.
- Documents filed using the Notice of Criminal Disposition event are restricted to case participants and Court Users only.

See Appendix A., Figure 1.6.

Criminal Bond Filing Events and Document Access Update – Circuit Courts:

- All criminal bond filing events have been updated to include the "add bond information" utility screen. If a document is attached using criminal bond events, NEFs will be sent to counsel of record in the case (if the case is not sealed).
- Previously, bond documents docketed with the Bond Information Utility event were restricted to Court Users only. This restriction has been changed to Court Users *and* Attorneys of record only. The documents will still remain unavailable to other attorney accounts, public terminals, and public user accounts.

Edit Counts – Docket Sheet/Report – Circuit Courts

- A shortcut to the "Edit Counts and Intervals" utility has been added to the Docket Sheet/Report for Court Users. The new "Edit Counts" shortcut/hyperlink allows Court Users to quickly update existing count, disposition, and sentencing text information.
- The "Edit Counts" hyperlink is displayed above the first count for each defendant case. The hyperlink will take the user directly to the "Edit Counts and Intervals" utility for the defendant case chosen.

See Appendix A., Figure 1.7.

Edit Case Participants – Alias Search – All Courts:

- A "First Name" search box option has been added to the Alias Search screen. This will give users the option to narrow search results for alias parties.
- Previously, only a Last Name search was available.

Attorney E-Filing: 30 Day Closed Case Restriction Update – Chancery Courts:

- In the February 2019 MEC System Release, attorneys were restricted from e-filing in cases that have been closed in MEC for more than 30 days. Clerk's offices would either have to re-open the case to allow e-filing to resume or require the attorney to file a paper copy with the clerk's office to be filed on the closed case.
 - A new "Allow attorney e-filing" checkbox option has been added to the "Edit Case Data" screen to give the clerk's office the option to allow attorney e-filing in a designated closed case.

See Appendix A., Figure 1.8.

Reports

New Calendar Events Report - Chancery Courts

Court Users:

- Several new report display option/selection checkboxes have been added to the Chancery Civil version of this report:
 - o **Headings:** User may elect to include/exclude the headings from each case on the report.
 - o **Comments:** Users may elect to include/exclude the Comments box from each case.
 - Gray Background: Users may elect to display the gray background color to help distinguish the separation between cases. Headings must be included for the background color to display.
 - Font Scale: Users are now given three options to select the text/font size on the report: Large, Medium, Small.
- Location A new filter selection has been added to allow Court Users to select settings for a particular court room location. If a location is selected, it will appear in the report heading.
- Note: When the desired report output is reached, users may save all selected options by checking the "Make these options my default" checkbox and then running the report. Each time the user returns to the report after this selection is made, the most recent saved defaults will appear.
 - o See Appendix A., Figure 1.4 for more details.

New Calendar Events Report - Circuit Courts - Civil Cases

Court Users:

- This report has been renamed: "New Calendar Events Civil"
- The criminal specific options that existed prior to these changes have been removed from this report and moved to the "New Calendar Events Criminal" report.
- Several new report display option/selection checkboxes have been added to this report.
 - o **Headings:** User may elect to include/exclude the headings from each case on the report.
 - o **Comments:** User may elect to include/exclude the Comments box from each case.
 - o **Gray Background:** User may elect to display the gray background color to help distinguish the separation between cases. Headings must be included for the background color to display.
 - Font Scale: Users are given three options to select the text/font size on the report: Large, Medium, Small.
- **Location** A new filter selection has been added to allow Court Users to select settings for a particular court room location. If a location is selected, it will appear in the report heading.

- Note: When the desired report output is reached, users may save all selected options by selecting the "Make these options my default" checkbox and then running the report. Each time the user returns to the report after this is done, the most recent saved defaults will appear.
 - o See Appendix A., Figure 1.4 for more details.

New Calendar Events Report – Circuit Courts – Criminal Cases

Court Users:

- A new report has been created and named: "New Calendar Events Criminal"
- In addition to the new Civil Report options and enhancements mentioned in the previous sections, the criminal report options have been moved from the chancery/civil versions of New Calendar Events Report and consolidated on this report.
- Sort by Defendant Last name has been added to this report.
- Note: When the desired report output is reached, users may save all selected options by checking the "Make these options my default" checkbox and then running the report. Each time the user returns to the report after this selection is made, the most recent saved defaults will appear.
 - o See Appendix A., Figure 1.4 for more details.

All New Calendar Events Reports – Email Report Option

Court Users:

- A new option added next to the "Print Report" button on the report output screen to allow Court Users to email the generated report directly to all attorneys of record in cases listed on the report. Users may select/de-select listed email addresses, as well as add new ones, prior to sending the report email.
 - o See Appendix A., Figure 1.4 for more details.

Docket Sheet/Report -

- Upcoming Settings (All Courts & Case Types)
 - o All Users The court room location associated with active settings will now display.
 - Court Users A calendar icon will display next to each upcoming setting to allow for more efficient management of active settings.
- Criminal Cases
 - O All Users The "Offense Date" will now display under each count on the Docket Sheet/Report. If no Offense Date is present, the text "None Found" will display.

See Appendix A., Figure 1.9.

Civil Cases Report – Active Settings

Court Users:

- Display "Active Settings" checkbox option has been added to the Civil Cases Report.
 - o This option was previously only available on the criminal cases report

New and Updated Filing Events

Civil – Chancery Courts Only: New Filing Events Added

1. Drug Screening/Test

Civil event list: Other Documents

Court and Attorney filing.

• New event added to allow specific filing of drug tests/screenings in civil cases.

2. Order on Clerk's Entry of Defaulter and Motion for Citation

Civil event list: none (use Order on Motion or "gavel" icon)

Court User filing.

• New event allows use of "gavel" icon from the Docket Sheet on previously filed batch Clerk's Entry of Defaulter and Motion for Citation entries.

Civil – Chancery Courts Only: Existing Filing Events Updated

1. (Motion to) Approve Accounting

Civil event list: Motions Court and Attorney filing.

• Fixed filing sequence dropdown/textboxes and added more options to allow attorneys to better designate subsequent annual accounting e-filings (second, third, amended, etc.).

2. Capias

Civil event list: Other Events

Court User filing.

 Added option to allow Court Users to attach a document instead of using the MEC generated form.

3. Intervenor Complaint

Civil event list: Complaints and Other Initiating Documents

Court and Attorney filing.

Removed unclear instructions regarding adding the Intervenor Defendant to case.

4. Order Setting Trial

Civil event list: Other Orders/Judgments

Court User filing.

- Added "Trial" setting option to list of settings available within the filing event.
 - o Previously, only "Jury Trial" setting was available.
- "as to [Defendant Name]" has also been added to the automated docket text.

5. Trial

Civil event list: Chancery – Trial Settings

- MEC generated Notice of Court Setting Form has been updated to read "has been set for **Trial** to be heard at the following time:"
- Previously, the word "Trial" did not print properly on the generated form.

6. Two Day Trial

Civil event list: Chancery – Trial Settings

Court User filing.

- MEC generated Notice of Court Setting Form has been updated to read "has been set for Trial to be heard at the following time:"
- Previously, the word "Trial" did not print properly on the generated form.

7. Three Day Trial

Civil event list: Chancery - Trial Settings

Court User filing.

- MEC generated Notice of Court Setting Form has been updated to read "has been set for Trial to be heard at the following time:"
- Previously, the word "Trial" did not print properly on the generated form.

Civil - Circuit Courts Only: New Filing Events Added

1. Docket Call / Recall

Civil event list: Civil – General Settings

Court User filing.

• New event added to allow specific filing of settings for Docket Call / Docket Recall.

2. Drug Screening/Test

Civil event list: Other Documents

Court and Attorney filing.

• New event added to allow specific filing of drug tests/screenings in civil cases.

3. Notice of Docket Call (Batch)

Civil event list: Batch - Notices

Court User filing.

• New event added to allow batch filing of Notices of Docket Call in civil cases. Court Users must attach a document, as this event does not generate a form.

4. Notice of Notice of Renewal of Judgment

Civil event list: Batch - Notices

Court User filing.

• New event added to allow filing of Notices of Notice of Renewal of Judgment in civil cases.

5. Payment (Note)

Civil event list: Other Documents

- New event added to allow specific filing of case notes on the docket regarding payments received on civil cases.
- This event does not send NEFs upon docketing. It is meant to serve as a court docket notation for payments received on civil cases, if the court chooses to docket civil payments.

Civil - Circuit Courts Only: Existing Filing Events Updated

1. Appeal Mandate (from MS COA/SC)

Civil event list: Appeal Documents

- Court User filing.Event updated to relax the document linking requirement to the Notice of Appeal in an
- appeal case. This linking is now optional, and the Court User may relate any appropriate document to the Supreme Court mandate filing.
- Also added option to select the Appellate Court that handed down Mandate.

2. Capias

Civil event list: Other Events

Court User filing.

 Added option to allow Court Users to attach a document instead of using the MEC generated form.

3. Intervenor Complaint

Civil event list: Other Events Court and Attorney filing.

• Removed unclear instructions regarding adding the Intervenor Defendant to case.

Criminal – Circuit Courts: New Filing Events Added

1. Amended Court Reporter's Certificate for Appeal Transcript

Criminal event list: Appeal Documents

Court User filing.

• New event added to allow specific filing of Amended Certificates of Appeal Transcript by Court Reporters in criminal appeal cases.

2. Appeal Correspondence

Criminal event list: Appeal Documents

Court and Attorney filing.

• New event added to allow specific filing of Appeal Correspondence in criminal appeal cases.

3. Appeal Notice (from MS COA/SC)

Criminal event list: Appeal Documents

Court User filing.

 New event added to allow specific filing of Appeal Notices sent from the MS Court of Appeals or Supreme Court to the trial courts in criminal appeal cases.

4. Attorney's Certificate (BOI)

Criminal event list: Other Documents

Court User filing.

 New event added to allow specific filing of Attorney's Certificates filed with Bills of Information in criminal cases.

5. Certificate of Clerk

Criminal event list: Appeal Documents

Court User filing.

• New event added to allow specific filing of Certificates of Clerk in criminal appeal cases.

6. Certificate of Compliance

Criminal event lists: Appeal Documents, Other Documents

Court and Attorney filing.

• New event added to allow specific filing of Certificates of Compliance in criminal cases (appeals and trial court cases).

7. Clerk's Estimate of Cost of Appeal

Criminal event list: Appeal Documents

Court User filing.

• New event added to allow specific filing of Clerk's Estimate of Cost of Appeal in criminal appeal cases.

8. Clerk's Notice of Service

Criminal event list: Appeal Documents

Court User filing.

 New event added to allow specific filing of Clerk's Notices of Service in criminal appeal cases.

9. Cost Bill

Criminal event lists: Other Documents, Other Events

Court User filing.

- New event added to allow specific filing of criminal cost bills.
- Allows use of an MEC generated form or user may attach their own document.

10. Cost Bond

Criminal event list: Other Documents

Court User filing.

- New event added to allow specific filing of criminal cost bonds.
- The bond information utility screen is included in this filing event.
- Any documents filed using this event will only be available to Court Users and counsel of record.

11. Complaint and Citation (Zoning)

Criminal event list: Indictment, Information, Complaint

Court User filing.

- New event added to allow specific filing of zoning complaints and citations in the County Courts.
- The "Zoning" case flag is also added to the case.

12. Court Reporter's Certificate for Appeal Transcript

Criminal event list: Appeal Documents

Court User filing.

• New event added to allow specific filing of Certificates of Appeal Transcript by Court Reporters in criminal appeal cases.

13. Drug Court Revocation Hearing

Criminal event list: Criminal – Post-Trial Settings

Court User filing.

• New event added to allow specific filing and setting of Drug Court Revocation Hearings in criminal cases.

14. Drug Screening/Test

Criminal event list: Other Documents

Court and Attorney filing.

• New event added to allow specific filing of drug tests/screenings in criminal cases.

15. Motion for Mental Examination

Criminal event list: Motions

Court and Attorney filing.

• New event added to allow specific filing of Motions for Mental Examination in criminal cases.

16. Notice of Completion

Criminal event list: Appeal Documents

Court User filing.

• New event added to allow specific filing of Notices of Completion in criminal appeal cases (Clerk's Office and Court Reporters).

17. Order – Bound Over (Grand Jury)

Criminal event list: Other Orders/Judgments

Court User filing.

- New event added to allow specific filing of Orders from the County Courts binding cases over to the grand jury.
- This event closes the County Court case and sets the "BOUND OVER" case flag. Courts may run reports on this specific filing event or case flag to create lists of cases that may be submitted to the District Attorney's office.

18. Order of Expungement

Criminal event list: Other Orders/Judgments

Court User filing.

- New event added to allow specific filing of an Order of Expungement from a civil expungement case in the corresponding criminal case file.
- This event automatically seals the criminal case in which it is filed and adds the "EXPUNGED" and "SEALED" case flags.

19. Order for Mental Examination

Criminal event list: Other Orders/Judgments

- New event added to allow specific filing of Orders for Mental Examination in criminal cases.
- An email with a link to the order will be sent to the Mississippi State Hospital, Forensics Unit when an Order for Mental Examination is filed in a criminal case in MEC.

20. Order on Motion for Mental Examination

Criminal event list: none (Use Order on Motion or "gavel" icon) Court User filing.

- New event allows use of "gavel" icon from the Docket Sheet on previously filed batch Clerk's Entry of Defaulter and Motion for Citation entries.
- An email with a link to the order will be sent to the Mississippi State Hospital, Forensics Unit when an Order for Mental Examination is filed in a criminal case in MEC.

21. Payment (Note)

Criminal event list: Other Documents

Court User filing.

- New event added to allow specific filing of case notes on the docket regarding criminal fees/fines/restitution payments received on criminal cases.
- This event does not send NEFs upon docketing. It is meant to serve as a court docket notation for payments received on criminal cases, if the court chooses to docket criminal payments.

22. Petition (Compulsory)

Criminal event list: Indictment, Information, Complaint Court User filing.

- New event added to allow specific filing of compulsory attendance petitions in the County Courts.
- The "Compulsory" case flag is also added to the case.

23. Petition (Expungement)

Criminal event list: Other Documents

Court User filing.

• New event added to allow specific filing of a civil expungement petition in the corresponding criminal case file.

24. Preliminary Hearing

Criminal event list: Criminal – General Settings

Court User filing.

• New event added to allow specific filing and setting of Preliminary Hearings in criminal cases.

25. Restitution Disbursement (Note)

Criminal event list: Other Documents

- New event added to allow specific filing of case notes on the docket regarding restitution payment disbursements in criminal cases.
- This event does not send NEFs upon docketing. It is meant to serve as a court docket notation for restitution disbursements to victims if the court chooses to docket criminal disbursements.

26. Statement of Cost of Appeal

Criminal event list: Appeal Documents

Court User filing.

 New event added to allow specific filing of Statements of Cost of Appeal in criminal appeal cases.

27. Summons Issued

Criminal event list: Service of Process

Court User filing.

• New event added to allow filing of summons in criminal cases.

28. Summons Returned Executed

Criminal event list: Service of Process

Court and Attorney filing.

• New event added to allow filing of summons returned executed in criminal cases.

29. Summons Returned Unexecuted

Criminal event list: Service of Process

Court and Attorney filing.

• New event added to allow filing of summons returned unexecuted in criminal cases.

30. Terminate Hearings

Criminal event lists: Utility Events, Court Administrator Utilities

Court User filing.

• New event added to allow termination of criminal hearings. Dockets the termination and sends NEFs to attorneys of record.

31. Waiver (Not Service Related)

Criminal event list: Other Documents

Court and Attorney filing.

• New event added to allow filing of criminal waivers that are not related to service of process.

Criminal – Circuit Courts: Existing Filing Events Updated

1. Abstract of Court Record

Criminal event list: Other Documents

Court User filing.

 Added option to allow Court Users to attach a document instead of using the MEC generated form.

2. Appeal Mandate (from MS COA/SC)

Criminal event list: Appeal Documents

- Event updated to relax the document linking requirement to the Notice of Appeal in an appeal case. This linking is now optional, and the Court User may relate any appropriate document to the Supreme Court mandate filing.
- Also added option to select the Appellate Court that handed down the Mandate.

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3. Appearance Bond

Criminal event list: Other Events

Court User filing.

- Event updated as follows:
 - o The bond information utility screen has been added to this event.
 - Any documents filed using this event will only be available to Court Users and counsel of record.

4. Bond Information Utility

Criminal event list: Utility Events

Court User filing.

- Event updated as follows:
 - o If a document is attached during filing, the document will only be available to Court Users and counsel of record. NEFs will also be sent.
 - If a document is not attached during filing, the docket entry will be limited to Court Users only (to indicate a bond information/data update was made but no new bond document was filed).

5. Court Admin Note

Criminal event list: Court Administrator Utilities

Court User filing.

• Event updated to add extra filing options: Option to docket as a public filing, or docket as a court only filing. Option to attach a document has also been added.

6. Court Verdict

Criminal event list: Other Orders/Judgments

Court User filing.

- Added option for the user to decide if the case should be terminated, counts disposed, and defendant terminated. If case is terminated, the "CLOSED" case flag will also be added to the case
- If the user is not terminating the case, an option to link the order to a previous filing has been added.

7. Judgment

Criminal event list: Other Orders/Judgments

Court User filing.

- Added option for the user to decide if the case should be terminated, counts disposed, and defendant terminated. If case is terminated, the "CLOSED" case flag will also be added to the case.
- If the user is not terminating the case, an option to link the order to a previous filing has been added.

8. Jury Verdict

Criminal event list: Trial Documents

- Added option for the user to decide if the case should be terminated, counts disposed, and defendant terminated. If case is terminated, the "CLOSED" case flag will also be added to the case.
- If the user is not terminating the case, an option to link the order to a previous filing has been added.

9. Notice of Criminal Disposition

Criminal event list: Notices

Court User filing.

- Event updated to include the new Notice of Criminal Disposition MEC generated form. This new form will populate criminal defendant data input on the case participant screen and also criminal count disposition data (typically entered upon the filing of a Sentencing Order).
- The form is presented to the user in an editable format for addition/modification of information before it is printed or docketed (clerk is given the option to do either).
- Important Note: Any information added or modified on the form for printing/docketing purposes does not save to MEC. Users should also update the information on the case participant screen and/or count disposition screen if changes are needed to existing data in MEC.

See Appendix A., Figure 1.6 for more details.

10. Order

Criminal event list: Other Orders/Judgments Court User filing.

- Added option for the user to decide if the case should be terminated, counts disposed, and defendant terminated. If case is terminated, the "CLOSED" case flag will also be added to the case.
- If the user is not terminating the case, an option to link the order to a previous filing has been added.

11. Remand Allowed

Criminal event list: Other Orders/Judgments

Court User filing.

- Added option for the user to decide if the case should be terminated, counts disposed, and defendant terminated. If case is terminated, the "CLOSED" case flag will also be added to the case.
- If the user is not terminating the case, an option to link the order to a previous filing has been added.

12. Staff Notes

Criminal event lists: Other Events, Utility Events

- Event updated to add extra filing options:
 - O Docket as a public filing, or docket as a court only filing;
 - Option to attach a document;
 - o Option to create a setting.

Case Flags

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

- RESTRICTED BY ORDER
 - o To be used in situations where document access for an entire case has been restricted, by court order, to only the Court and attorneys of record.

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

- BOUND OVER
- EXPUNGED
- Compulsory
- Zoning

The new case flags may be added / removed using the "Set/Clear Flags" Utility Event (Criminal & Civil). Some of these new flags are also set / reset within certain filing events.

Circuit – Deadlines/Settings

The following new Settings have been added to Circuit Courts, relating to criminal bonds:

- Preliminary Hearing
- Drug Court Revocation Hearing

Additional System Enhancements / Updates

- The available civil Natures of Suit (NOS) will be added or modified as follows:
 - o Add NOS 11 (Judgement Debtor Exam) Circuit, County Courts
 - o Add NOS 113 (Appeal from Municipal Court) Circuit, County Courts
 - o Modify NOS 111 (MS Dept. of Employment Security) to:
 - 111 (Appeal from MS Dept. of Employment Security) Circuit, County Courts
 - o Modify NOS 112 (Justice Court) to:
 - 112 (Appeal from Justice Court) Circuit, County Courts
 - o Modify NOS 114 (County Court) to:
 - 114 (Appeal from County Court) Circuit Courts
 - o Modify NOS 115 Administrative Agency to:
 - 115 (Appeal from Administrative Agency) Chancery, Circuit, County Courts
- > Opening New Sealed Cases Sealed Access Selection Language Update Court Users
 - Language has been updated on the Sealed Case Access screen when opening a new sealed case.
 - The "Standard Access" sealed case selection has been updated to read "Standard Sealed Access." The functionality of the selection remains the same.

- ➤ Reports "No Flags" Case Flag Selection All Users
 - o A "No Flags" case flag filter option has been added to the Civil Cases Report, Criminal Cases Report, and New Calendar Events Reports (Civil & Criminal).
 - This new option will now allow users to generate reports for only cases that do not contain any case flags.
- Criminal Count Disposition Screen Court Users
 - O Additional data validations have been added to many fields on this screen. Screen prompts will guide users through any required validations.
- ➤ Offense Date Criminal Cases Court Users
 - o When adding new criminal counts to a case, an Offense Date entry is now required.
- ➤ New Criminal Count Method of Disposition "BND" Bound Over to Grand Jury
 - o New count disposition method has been added for County Court cases that are closed and bound over to the grand jury.
- ➤ Case Participants And Person Screens Court Users
 - o A "Tax ID" field has been added to allow for entry of this data type on case parties.
- ➤ Case Participants Screen Court Users
 - Court Users may no longer delete criminal defendants from a case. Court users must use the "name change" option to update/change a defendant's name now.
- ➤ Order on Motion New drop-down option: "continuing"
 - Option to "continue" motions for consideration at a later date. This order action does not "close" the motion ("gavel" icon remains until a dispositive order is entered on the motion).
- ➤ Calendar Events Report All Users
 - o A "Case Type" filter has been added to the Calendar Events Report for all MEC users.
- ➤ Electronically Transferring Cases between MEC Counties/Districts Court Users
 - O Additional data validations have been put in place to prevent inadvertent user errors when transferring cases and case documents between MEC courts.
- ➤ Case Participants Screen "Modify Answer" Button Court Users
 - We are currently working on a solution to allow multiple answer records for the same party based on complaints against multiple parties (TCP TermAnswers error message issue).
 - O Court Users will see a new "Modify Answer" button on the party screen, but will not have access to make changes at this time.
 - Court Users and Attorneys are advised to continue to use the "Response" filing event if a "TCP TermAnswers" error is received when filing an answer.
- ➤ Copy Case Utility Progress Bar Court Users
 - O A progress bar has been added to the copy case utility to better inform the user of the progress towards completion.
- ➤ Court Reporter User Access View Multiple Documents
 - O Court Reporter users have been given access to the "View Multiple Documents" checkbox on the Docket Report (EasyDocket) selection screen.

Bug Fixes

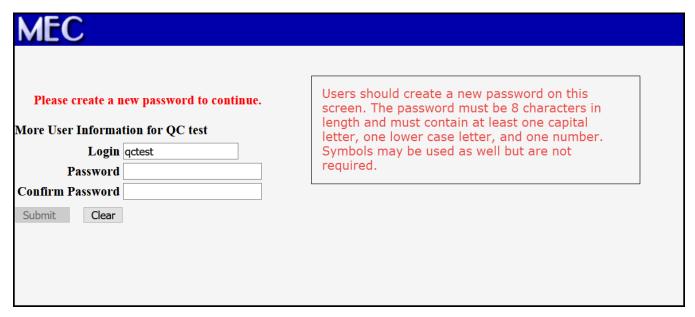
- For MEC Circuit Courts servers that have County Courts, the Circuit District selection filter on all Reports and the Query Screen will no longer include County Court cases if selected. Only Circuit Court cases in the district will be displayed if a Circuit District selection is made.
- ➤ Judge filter search optimization on Case Management Report: When running a Case Management Report with a specific Judge selected, the report will now display results much faster (Court User report only).
- Fee receipt number and transaction ID sorting logic has been modified to ensure proper sorting of fee receipts and entries on the Reconciliation Report (Reports>Fee Reports).
- Subsequent Counts Fixed an issue encountered when adding counts that caused multiple defendant cases under the same main case to add subsequent counts ("s" counts) to defendants listed after defendant number 1.
 - Additional defendant counts will now be added using whole numbers (Count 1, 2, 3, etc.).
 Subsequent counts are only intended to be used for sentencing enhancement counts (Habitual offender, firearm enhancements, etc.) linked to a numbered main count (For example Count 1: Burglary, Subsequent Count 1s: Habitual Offender Enhancement).
 - This fix will also resolve "splitting" subsequent counts and receiving an error message when attempting to dispose of the counts using different dispositions.
- Several system error messages have been updated to provide the user with additional information regarding the error encountered.
- ➤ "Include Sealed Cases/Exclude Sealed Cases" selections on several different reports have been updated to save as a default selection for Court Users if the report is run with the "Make these options my default" checkbox is checked. Previously, the default option did not save properly.
 - The selection will default to exclude sealed cases unless a user changes it using the "Make these options my default" checkbox.
- ➤ New Calendar Events Report Fixed a Nature of Suit display issue for cases that have been reopened multiple times. The most recent case opening Nature of Suit will now display on the report.
- Selecting a "Prison" on the case participants screen will no longer overwrite address data of the party with the selected prison address data.
- Fixed an issue preventing proper attorney/party linking when adding attorney(s) to a case that had been related/consolidated with another case(s).
- ➤ Birth County/City fields have been removed from Civil Cases. These fields are intended only for criminal cases.
- Fixed a bug that caused the Clerk Fee field to clear when using the "Court Registry Funds Received" received filing event. The same bug was also fixed on "Modify Fee" utility for Chancery Court fees relating to any Clerk Fee docketed on a "Court Registry Funds Received" filing event/entry.
- Parties designated as "Objectors" on cases will now show on the Docket Sheet/Report.

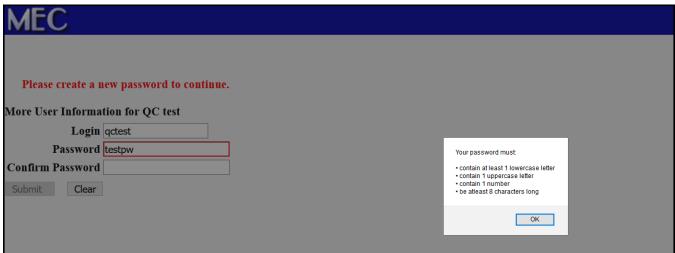
Please contact the MEC HelpDesk at 601-576-4650 or helpdesk@mec.ms.gov with any questions or issues.

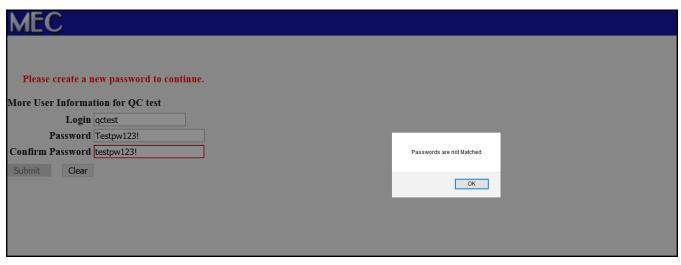
Appendix A

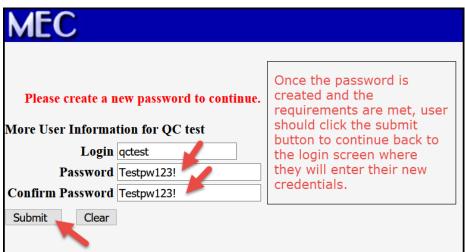
Figure 1.1 – Court User Password Security Update:

Notice This is a Restricted Web Site for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution. All activities and accomplant of the first time, the temporary password provided by MEC staff should be entered. Existing users may also have their passwords reset to prompt the user to create a new password. Existing users may also have their passwords reset to prompt the user to create a new password. You may visit http://mec.ms.gov for further updates related to the project. For technical support, please send an e-mail to helpdesk@mec.ms.gov.



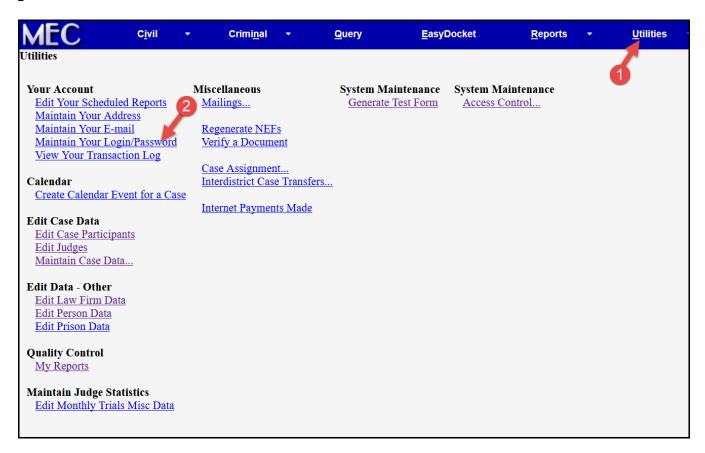






Notice This is a Restricted Web Site for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution. All activities and Authentication Login: qctest Password: Login Reset You may visit http://mec.ms.gov for further updates related to the project. For technical support, please send an e-mail to helpdesk@mec.ms.gov.

These new requirements also apply when a court user updates their own password within MEC:



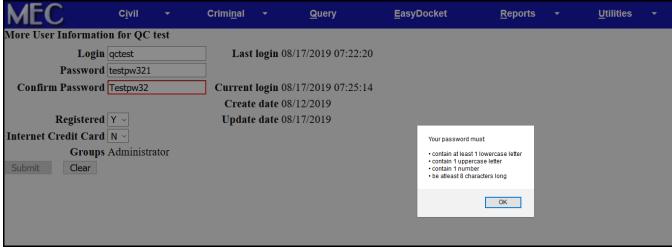


Figure 1.2 – Settings/Hearings – Duplicate Setting/Hearing Notification:

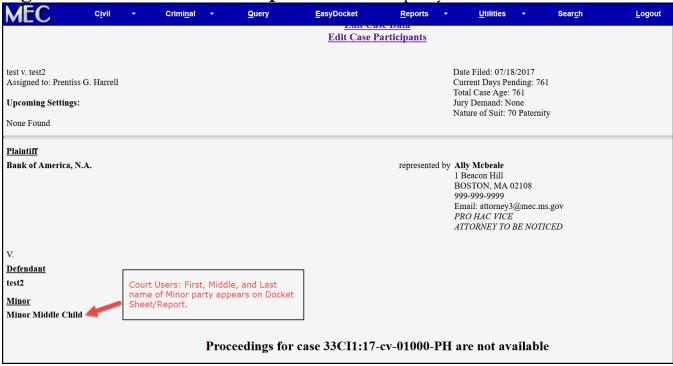






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Figure 1.3 – Docket Sheet/Report – "Minor" party redaction:



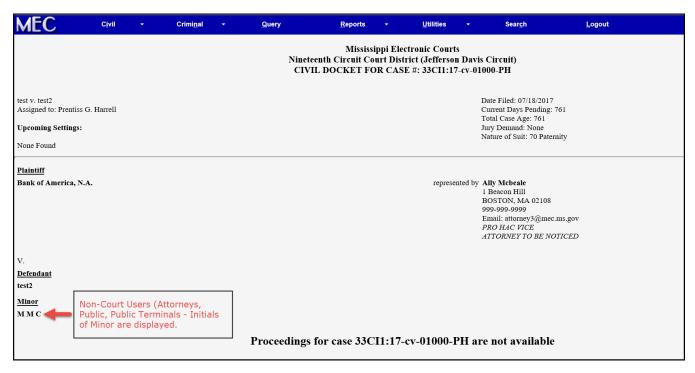
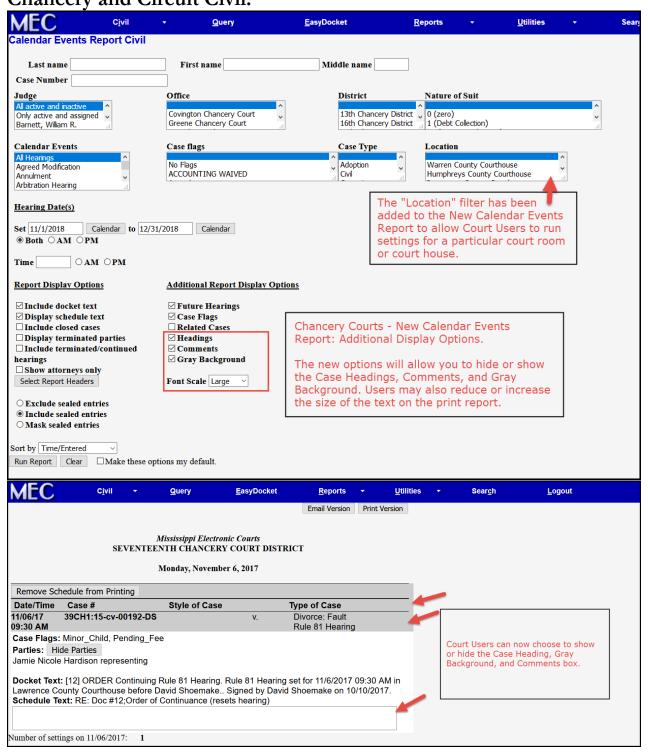
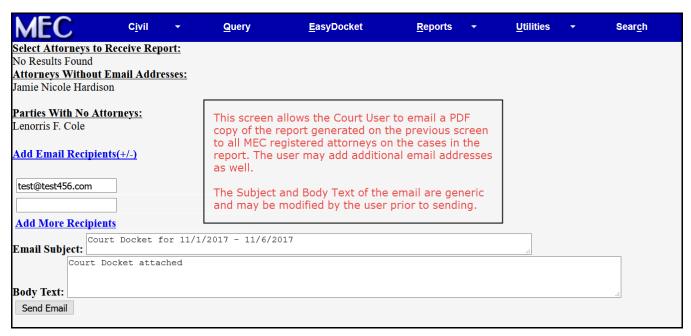


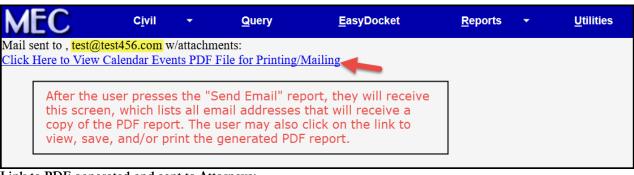
Figure 1.4 – New Calendar Events Report – Split Reports, Additional Report Options, and Email Report Option Chancery and Circuit Civil:



Email PDF Report to Attorneys of Record - (Chancery & Circuit)







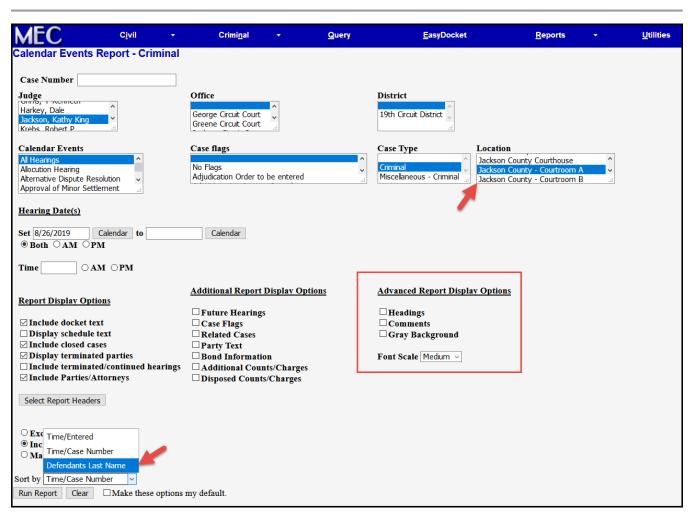
Link to PDF generated and sent to Attorneys:



Circuit Criminal:



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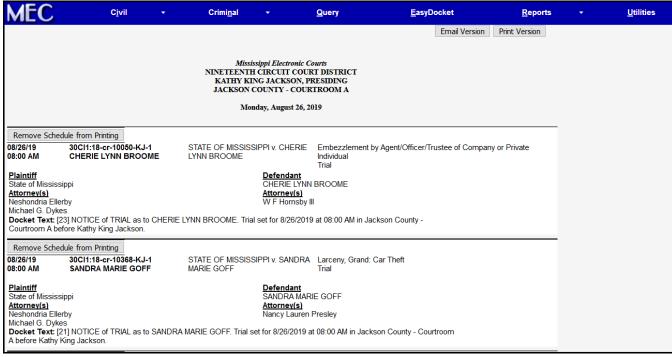


Figure 1.5 – Drag/Resize Selection Boxes:

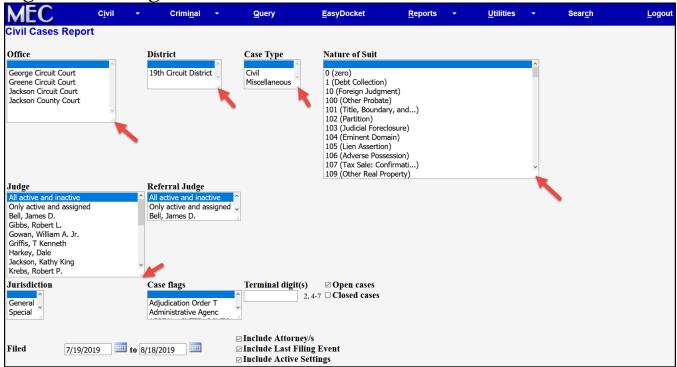
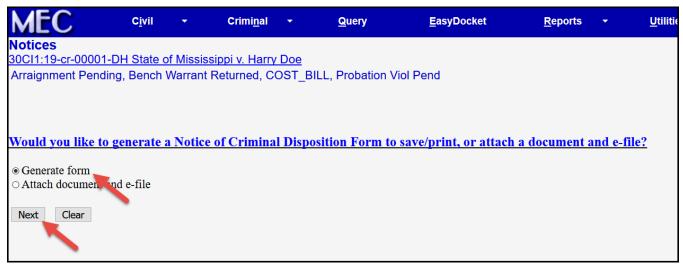


Figure 1.6 – Notice of Criminal Disposition – New Form







ME	C	C <u>i</u> vil +	Crimi <u>n</u> al	•	<u>Q</u> uery	<u>E</u> asyDoo	cket <u>R</u> eport	s 🔻	<u>U</u> tilities	•	
Notic	es										
30Cl1:19-cr-00001-DH State of Mississippi v. Harry Doe											
Arraignment Pending, Bench Warrant Returned, COST_BILL, Probation Viol Pend											
CTATE OF MISSISSERY											
STATE OF MISSISSIPPI											
In the Circuit Court of Jackson County Cause/Case No. 30CI1:2019-cr-00001-DH											
TO THE MISSISSIPPI DEPARTMENT OF CORRECTIONS: NOTICE OF CRIMINIAL DISPOSITION											
You a	re hereby notified t	hat at the		Term of	the Circuit Co	ourt, Judge Dale Ha	arkey , presidir	g, the fol	llowing disposition	was	
impos	ed for the crime(s) h	ereinafter desc	ribed.								
I.	A. Disposition	on(s) reported:		Prisoner Co	ommitment	☐ Suspended S	Sentence/Probation				
	4.1.D. :	. 10 4		Revocation		☐ Acquittal		□ O:			
	A-1. Provis	sional Sentence		□ Non-Adjud□ Bad Check		☐ RID ☐ Restitution is	n C	□ Sr County.	nock Probation		
	B. Conviction a result of:			☐ House Arrest/ISP			Alcohol & Drug Program				
				☐ Guilty Plea		☐ Guilty plea a	after days in Trial				
				Jury Verdic	t after	days in Trial		□ R	evocation Hearing		
II.	Name: HARRY DOE					Alias:		J			
	SSN: Last known residence:		NC 20567			Sex:	Date o	f Birth:			
	Place of birth:	test, Fascagottia	, 1013 39307			Country of Citiz	enship :				
	Alien Registration/Imn	nigration#				FBI#					
	Count 1 Charge :										
	Sentence MS Code:	~			Inc	licted MS Code:					
	Count 2 Charge :										
	Sentence MS Code:	~			Inc	licted MS Code:					
	Count 3 Charge :	_									
	Sentence MS Code:	~			Inc	licted MS Code:					
	Date of Sentence:			Date of Indi	ctment: 06/26/2	019	DA Bar # 4	~			
:	Sentence(s) of imposed b	oy order: Coun Coun									
		Coun									
	TO BE SERV	/ED	SUSPE	ENDED		PROBATION	M	ETHOD OF	DISP		
	Count 1:										
	Count 2: Count 3:										
Concu	rrent:										
Conse	eutive:										
	Conditions of Sentence:	l	☐ Habitual			Psychological/Psychia	atric	ohol/Drug			
	Other:										
V.	Dates Confined:	to				to to		to to			
		to				to		to			
	Released on Bond Pene	ding Appeal		to							
	Currently housed in:										
VI.	Fine:		Indigent Fee		R	Lestitution	Court	Costs			
	Conditions of payment	<u> </u>									
	noncons or payment	"[F	Randy Carney				
						Ţ	Jackson County	Circuit	Clerk		
						-	Deputy Clerk User 8/18/2019				
Send	Prisoner Commitment	s, Provisional S	entence Orders an	nd Revocatio	on Orders to:						
	Records Department	970)				atistics Division	- (400)				
MDOC (Fax: 601-973-3879) Administrative Office of Courts (AOC) P.O.Box 24388 P.O. Box 117											
:	fackson, MS 39205				Jackson,	MS 39205-0117					
Send	Suspended Sentence/P	robation Notice	s, Provisional Ser	ntence Orde	rs, and Revocat	ion Orders to:					

. . .

MEC	Cįvil	•	Crimi <u>n</u> al ▼	<u>Q</u> uery	<u>E</u> asyDocket	<u>R</u> eports	•	<u>U</u> tilities	•		
Notices 30Cl1:19-cr-00001-DH State of Mississippi v. Harry Doe Arraignment Pending, Bench Warrant Returned, COST_BILL, Probation Viol Pend											
Click the -CriminalDisposition- link below to view and save your generated PDF form. Note: This form must still be submitted via mail/email/fax to the appropriate agencies. MEC does not transmit this information, currently.											
Form for 30CI1:19-cr-00001-DH: Criminal Disposition Next Clear											

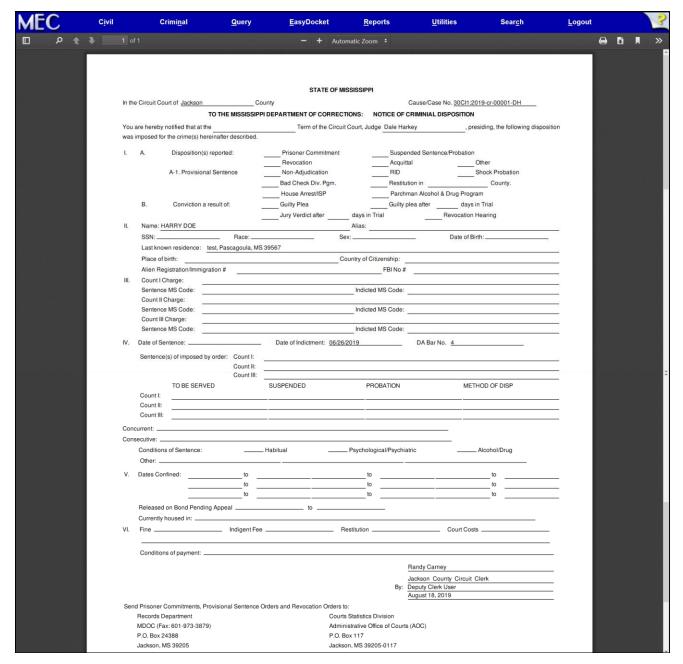


Figure 1.7 – Edit Counts – Docket Sheet/Report



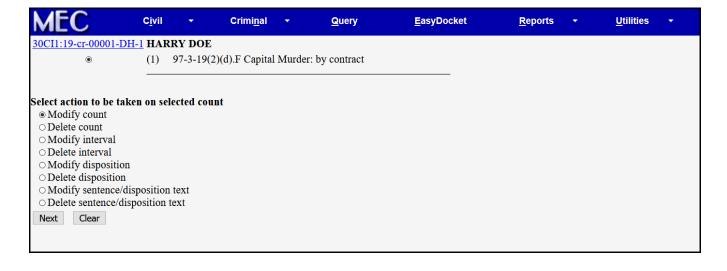


Figure 1.8 – 30 Day Closed Chancery Case Attorney E-Filing Restriction Clerks can re-enable e-filing without reopening case:





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Figure 1.9 – Docket Sheet/Report – Additional Enhancements

