



E-Filing Automation Committee Meeting

OVERVIEW OF CURRENT SYSTEM AND SCHEDULES

Installs and Schedule

Installed

- ▶ Montana Water Court – 12/13/22
- ▶ Gallatin County District Court – 2/7/23
- ▶ Cascade County District Court – 3/7/23
- ▶ Lewis & Clark County District Court – 4/18/23
- ▶ Sweet Grass County District Court -6/1/23

Future Installs

- ▶ Daniels County District Court – 6/20/23
- ▶ Roosevelt County District Court – 6/20/23
- ▶ Sheridan County District Court – 6/20/23
- ▶ Bozeman Municipal Court – 7/31/23
- ▶ Dillon City Court – 8/15/23
- ▶ Stillwater County District Court – 8/25/23
- ▶ Belgrade Municipal Court – 9/5/23
- ▶ Dawson County District Court – 9/25/23

Statistics

Courts:

- 1 Supreme Court
- 25 District Courts
- 9 Justice Courts
- 10 Municipal/City Courts
- 1 Water Court

Active Registered E-Filers:

- 7 Supreme Court Justices
- 1 Clerk of Supreme Court
- 68 District Court Judges
- 24 Limited Court Judges
- 30 Clerks of District Court
- 2,698 Govt Attorneys/Attorneys
- 139 Court Reporters
- 1,055 Case Participants
- 2,338 Authorized Staff

6,360 total users (5,519 total active users on 11/30/2022)

Tickets:

1,240 tickets opened between 12/7/2022 and 6/1/2023

All Time		Since 12/7/2022	
E-Filings	Cases	E-Filings	Cases
1,361,159	200,302	208,968	59,904

Stats recorded on 6/2/2023

Stats to Think About (Using a sample of 2021 case numbers/ratios)

District Courts

- 42.9% of District Courts are E-Filing
- 80.9% of all DC, DJ, DD, DI, DN, DR, & DV cases in the state are enabled
- 64.9% of all District Court Cases in the State are enabled for E-Filing

Limited Jurisdiction Courts

- 14.0% of Limited Jurisdiction Courts are E-Filing
- 44.3% of all CR, TK, and CV cases in the state are enabled
- 43.9% of all Limited Jurisdiction Court cases in the state are enabled for E-Filing

All Trial Courts

- 22.4% of all trial courts in the state are E-Filing
- 50.6% of all DC, DJ, DD, DI, DN, DR, DV, CR, TK, & CV cases in the state are enabled for E-Filing
- 48.3% of all cases in the state are enabled for E-Filing
- Plus, MT Supreme Court and MT Water Court, and MT Asbestos Court

Updates, Fixes, and Changes

E-File Version Updates:

- v7.6.0 – Judge can send comments to clerk and mark a filing as an emergency; non-Govt Attorneys can open new cases
- v7.6.1 – Improve E-Filing's performance

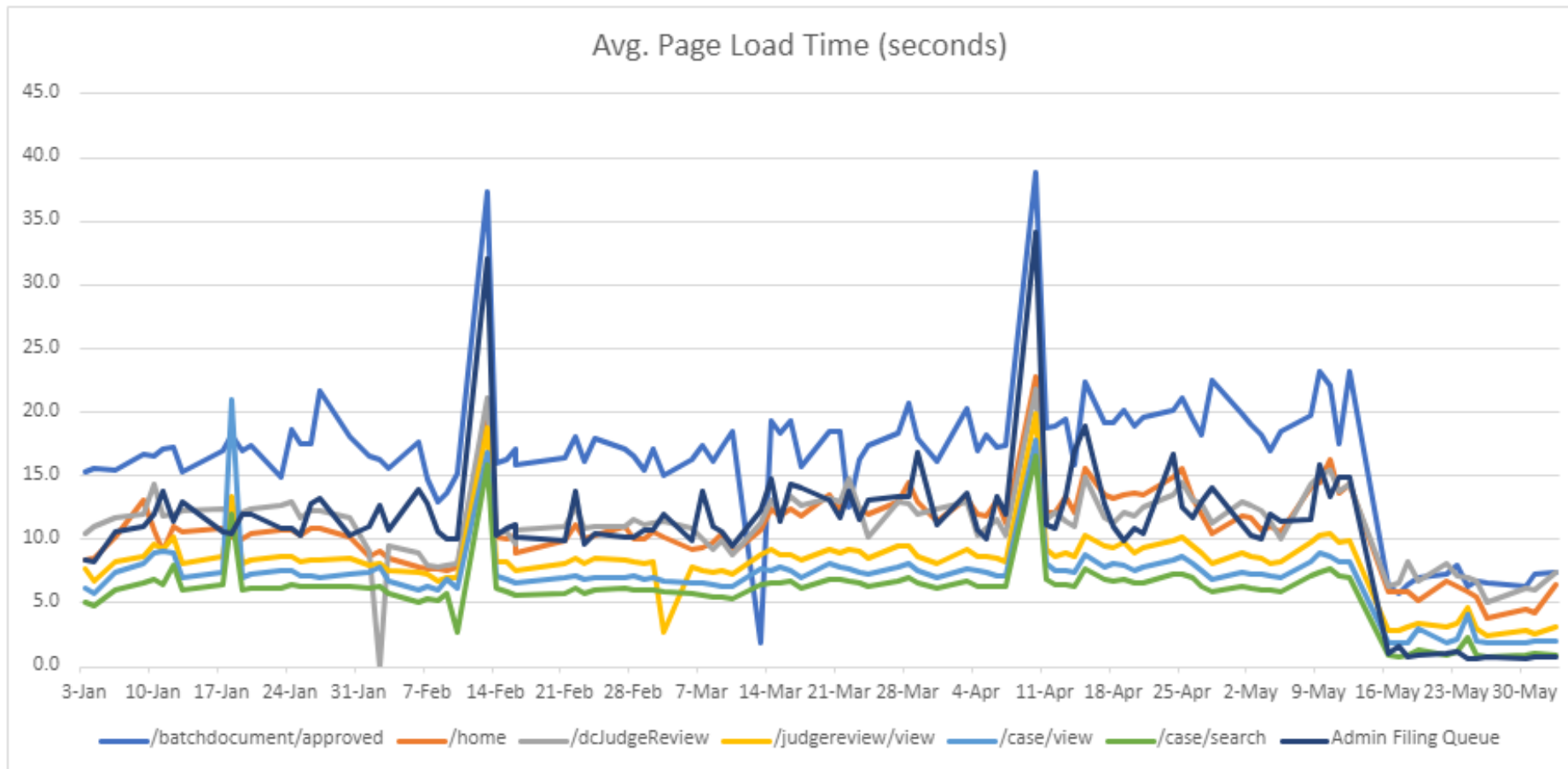
FCE Version Updates:

- 8.2 Maintenance 2 – Add default Pending E-Filing Review queue filtering (too many options); added hotkey

Other Updates:

- Updated the application servers to Windows 2019
- Added new party types which we missing (Coroner, Obligee, Obligor, and Water Court party types), and enabled the Coroner's Inquest case type
- Worked with MT Bar Association to allow federal attorneys to e-file

E-Filing Performance



Outstanding Items

- ▶ Dismissed parties still show up on the Case View and Service Information screens (fix being tested)
- ▶ Problem unsealing auto-sealed documents (fix being tested)
- ▶ Pending Electronic Filing Case Type(subtypes) filter is unusable (fix being tested)
- ▶ State abbreviation is missing in address on COS
- ▶ ROA does not always accurately describe who the filer is when payment is present
- ▶ Judge review queue sometimes displays the wrong motion
- ▶ Occasional problem auto assigning a judge
- ▶ Occasional “User Not Authorized” error
- ▶ Duplicate payments (Logging added – maybe fixed)
- ▶ 3 AM filing errors (maybe fixed with v7.6.1)



E-Filing Automation Committee Meeting

STATUS OF ACTION ITEMS FROM PREVIOUS MEETING

Action Items From Last Meeting

- ▶ Amy McGhee will replace Shirley Faust on the E-Filing Automation Committee
- ▶ We now can add SL cases to E-Filing, but it could work better...
- ▶ We canceled four enhancement requests which the committee deemed too expensive to pursue at this time
- ▶ The supporting document options have been reduced
- ▶ List of filing types and subtype modifications has been compiled and distributed to members for review before sending to FCE Automation Committees
- ▶ The E-Filing subcommittees have been restructured

Open Enhancement Requests From Last Meeting

Thomson Reuters

- ▶ Automatically fill in the first document filing type and subtype on the upload document page
- ▶ Make the filing type and subtype fields searchable
- ▶ Add a comment box on the attorney's filing summary page

Justice Systems Inc.

- ▶ Create a new filing type called Motion – Unopposed (and others)
- ▶ The ability for clerks to check if an e-filing was routed to the judge
- ▶ Make the Route to Judge field a mandatory field



E-Filing Automation Committee Meeting

NEW ITEMS FROM COMMITTEE MEMBERS AND OTHERS

Considerations

TR

- E-File on cases with 1,000+ litigants
- Automatic Plaintiff for SL cases
- Add the court to the judge review queue
- Two Attorney accounts in E-Filing
- Save non-E-Filing service recipients
- Set a default sort order for Judge Review Queue

JSI

- Enable Extradition cases – Requires Mapping
- Search cases by “Other Party”

Other

- Delete documents in the E-Filing Document Repository
- Review TEFR (6)(b)2
- Case Participants to file writs for Pro Se litigants (Issue with payments)
- Case Participants to file Petition for Pro Se litigants on Order of Protection cases
- Issues with County Attorney’s leaving office

Subcommittees



DN Issues



Survey



Rules

Reviewing TEFR (10)(a) & (10)(b)

(See Attachment)

(10) **SIGNING PLEADINGS, MOTIONS AND OTHER PAPERS:**

(a) **SIGNATURES ON ELECTRONIC FILINGS:**

~~1. A registered user's log in and password serve as the user's signature on all documents electronically filed with the Court.~~

2.1. Except as provided by (10)(b), where a hand signature would otherwise appear, each document filed electronically by a registered user ~~may~~shall be signed in the format "/s/ ~~Chris E. Attorney,~~"Signer's Name" or with a handwritten signature.

~~3. A registered user shall not knowingly permit or cause the user's password to be used by anyone else. If a registered user has reason to suspect that the security of the user's log in and password has been compromised, the E-Filing System Administrator must be contacted immediately.~~

4.2. Only a judge, registered user, clerk of court, court reporter, or deputy clerk of court may use the "/s/" signature form, ~~and,~~ except as provided by (10)(b) (1)(a)~~only~~ when signing the document as the filer.

(b) **JOINTLY FILED DOCUMENTS; MULTIPLE SIGNATURES:**

1. Documents requiring signatures of more than one party may be filed in one of the following ways:

(a) Where all signers ~~are registered users and where all~~ consent to the filing, by using the "/s/" electronic signature as to all parties;

(b) Where all signers use hand signatures, by scanning the document and filing it electronically ~~without the "/s/" signature by any party;~~

(c) ~~By scanning one or more identical documents with~~With a combination of hand signatures and ~~attaching each document as an exhibit to a document bearing the registered user's~~"/s/" electronic ~~signatures~~signatures where all signers consent to the filing; or

(d) By using any other method prescribed by the Court.

~~2. In no event may one signature page be signed in the "/s/" electronic form by one party and by hand signature by another party.~~

Current rule (10)(a)(3) is recommended to be moved to (3)(h)

A registered user shall not knowingly permit or cause the user's password to be used by anyone else. If a registered user has reason to suspect that the security of the user's log-in and password has been compromised, the E-Filing System Administrator must be contacted immediately.

New Rule Recommendations

- Add number 1 as TEFR (11)(c)
 - Add number 2 as TEFR (11)(d)
1. Only registered users who are parties or otherwise authorized to access confidential, sealed cases may access such cases via the Electronic Filing System for Montana Courts.
 2. All registered users of the Electronic Filing System shall take immediate steps to remove a staff member's account from list of Authorized Support Staff upon the staff member's change of employment and are strongly encouraged to change their Electronic Filing System password. Instructions to remove the staff member's account from the list of Authorized Support Staff can be found here: https://courts.mt.gov/external/efile/instructions/Authorized_Staff.pdf

Schedule Winter 2023 Meeting

Look for link to the Meeting Poll in your email