

E-Filing Progress in TnCIS and Technology and Courts

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Administrative Office of the Courts
Fall 2021 Clerks of Court Conference

Electronic Filing

16-15-701. Electronic filing.

Rule 49.2. Electronic filings, signing, or verification (Criminal)

Rule 5B. Electronic Filing, Signing, or Verification (Civil)

- ❑ Any court governed by this chapter may, by local rule, allow papers to be filed, signed, or verified by electronic means.
- ❑ Court is to comply with technological standards promulgated by the supreme court.
- ❑ Pleadings and other papers filed electronically under such local rules shall be considered the same as written papers.

E-Filing Phase I

Currently in TnCIS

1. Operational in Rutherford CM, Sumner CM and Williamson CM and Circuit CV
2. Blount, Coffee, Jefferson and Rutherford Circuit CV - In process of getting setup and/or testing

E-Filing Phase II

Currently Being Worked on

1. Case Initiation: Ability to Assign Case Number, Add Parties, Add Attorneys all are working
2. Integrate Fee Calculation
 - a. Procedure work for receipting information is completed
 - b. Fee calculation showing on the user interface correctly for Case Initiation including percent based fees where user can add an amount (essentially acting like that "Add Fee" form in TnCIS)
3. Receipting - Work in Progress - LG has meet with Tybera regarding the process and what to call once money is collected.
4. Existing Cases
 - a. Add Documents to Existing Cases
 - b. Add Filing to Existing Cases

NOTE: The above will all require cleanup, clerk review, and testing.

E-Filing Phase III

1. Add Criminal Case
2. Add Charge to Existing Case

E-Filing Phase IV

1. ECF Standardization
2. E-Filing API
3. Create Sandbox Environment for Vendors

Are Bound Books Required?

10-7-121. Government records kept on computer or removable computer storage media.

16-15-303. General sessions court clerk.

18-1-105. Duties.

Any information required to be kept as a public record by a clerk of a court may be maintained on a computer or removable computer storage media in lieu of docket books or other bound books, provided:

- Information is available to the public, unless confidential.
- Public record is maintained during the time required by law for retention.
- Data stored within the computer system shall be copied to storage media daily,
- Computer storage media more than one (1) week old shall be stored at a location other than at the building where the original is maintained.
- The clerk can provide a paper copy of the information when needed or requested by the public.

Other Online Opportunities for Courts

Online Case History

Online Payments

Online Driver Safety School

Online Delinquent Tax Sales

Collections

40-24-105. Collection of fines, costs and litigation taxes

- ❑ Any fine, costs, or litigation taxes remaining in default after the entry of the order assessing the fine, costs, or litigation taxes may be collected by the district attorney general or the criminal or general sessions court clerk.
- ❑ After a fine, costs, or litigation taxes have been in default for at least six (6) months, the district attorney general or criminal or general sessions court clerk may use
 - An in-house collection procedure to collect, fines, costs and litigation taxes or
 - Third Party Collections
- ❑ After a fine, costs, or litigation taxes have been in default for at least five (5) years, the clerk may, subject to approval by a court of competent jurisdiction, accept a lump-sum partial payment in full settlement of the outstanding balance due on a case.

AOC Data Management System (ADMS)

Automated TCA Table

- ❑ TCA code master table can be update and pulled down each morning electronically by TnCIS so the clerks have the most up to date TCAs available.
- ❑ Allows clerk's offices to manually pull the TCA table as well.

AOC SD-WAN Project

Software Defined - Wide Area Network

- ❑ Kicked off early 2021 to address our network performance issues.
- ❑ It is a method of implementing a private wide area network using any available public ISP (Internet Service Provider), as opposed to dedicated private circuit method employed with the State network.
- ❑ By making use of lower cost local ISP high speed services, SD-WAN allows us to transition from the slower performing State network to a higher performing AOC maintained solution.
- ❑ In addition to enhanced end user experience, the increased network performance allows the AOC to more effectively manage and support endpoint devices and servers, make use of advanced automation tools and provide a more robust VPN experience for remote access needs.
- ❑ The security and protection we enjoyed through the State network now falls solely to the AOC. We will continue to maintain a similar or greater security posture in order to keep us as safe as possible from outside threats.

TnCIS Text Messaging (Outreach)

How it Works

- ❑ Text messages are for criminal case types only
- ❑ Ask sheriff's department/agencies to gather cell phone numbers from defendants upon fingerprinting so they can be notified of hearing date and time
- ❑ Court must be entering Criminal Hearing Dates and have a Cellular Number for the defendant
- ❑ System polls ever $\frac{1}{2}$ hour from 9:00 AM to 6:00 PM (local server time) - will cease polling once a batch is created for the day
- ❑ Will send notification 7 days out and 1 day out from hearing date
- ❑ If a single defendant has multiple cases with hearings for same day, time and court, 1 text will be sent showing all case numbers
- ❑ **A Notification Events Report** - shows Date and Time message sent, Contact Number Dialed, Status and Notes showing Court, Date /Time of Hearing and Case Number. The status will be posted 12 hours after message sent.

TnCIS Text Messaging (Continued)

- ❑ All of the following are excluded from receiving text messages:
 - Parties marked as Non-Public, Sealed Indictment, Juvenile, expunged parties via the system expungement utility, cases marked as Confidential and cases marked as Sealed

- ❑ For a text message to send:
 - Service must be activated in court desired, GS, Circuit or both
 - A phone number must exist in the cellular/mobile number field on the defendant
 - The case must be criminal
 - The defendant must be tied to a criminal hearing

- ❑ Benefits the county Jails and County Courts/Judge Dockets
 - Helps cut down on fail to appears, which would reduce county jail capacity and in turn can cost courts time and money and the defendants their freedom.

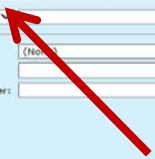
TnCIS Text Messaging (Continued)

http://10.170.102.50/ - TestBledsoeGS - Internet Explorer

TestBledsoeGS

Add Criminal Case - Defendant Information
Enter the required information below. Click Next to continue.

Defendant Name: <input type="text"/>	Social Security Number: <input type="text"/>
<input type="checkbox"/> This is a non-public party	Date Of Birth: <input type="text"/>
Address	<input type="checkbox"/> This is a juvenile
Address Type: Home	Sex: (None)
Street: <input type="text"/>	Race: (None)
City: <input type="text"/>	Eye Color: (None)
State: (None)	Hair Color: (None)
Zip Code: <input type="text"/>	Height (feet/inches): <input type="text"/>
<input checked="" type="checkbox"/> This is the mailing address	Weight (lbs): <input type="text"/>
<input type="checkbox"/> This is a foreign mailing address	State ID: <input type="text"/>
<input type="checkbox"/> This is a non-public address	Probation Officer: (None)
Phone	Bond Set At: <input type="text"/>
Cellular: <input type="text"/>	Warnings: <input type="text"/>
Personal	
Driver License State: (None)	
Driver License Type: <input type="text"/>	
Driver License Number: <input type="text"/>	



Enter the defendant's cellular / mobile number into the proper TnCIS field above for each defendant on the case. This number will be used to text message the defendant of upcoming hearings in your court. **For example: REMINDER: Jim Smith, you are scheduled to appear before the Bledsoe County Circuit Court on 03/18/2020 at 10:30AM in 2nd Floor Courtroom, located at 3150 Main Street, Pikeville, TN for the following case number: 4CC1-2018-CR-4290**

< Back Next > Cancel

The AOC's New Online Support Portal

To submit an online support request, please visit <https://support.tncourts.gov/request>.

For immediate assistance, please contact the help desk at ITSD Help Desk at [\(615\) 532-9503](tel:6155329503) or [800-448-7980](tel:8004487980).

[Help Center](#) / [ITSD Infrastructure and Field Support Desk](#) / [Raise a request](#)

ITSD Infrastructure and Field Support Desk

Welcome! You can raise a request for ITSD Infrastructure and Field Support Desk using the options provided.

Contact us about

Common Requests

What can we help you with?



Get IT help

Get assistance for general IT problems and questions.

Contact Number

List the best number to reach out to if phone support is needed

County

List the county you are located in

Summary *

Please provide a summary of this request or issue you are experiencing

Description

Please provide as much detail as possible for your request, such as if there is an asset tag, error message, etc.

Attachment

The AOC's New Online User Update Form

If you have saved the PDF form for the User Update Form, please visit the new portal

<https://support.tncourts.gov/userform>
for future submissions.

[Help Center](#) / [ITSD Infrastructure and Field Support Desk](#) / [Raise a request](#)

ITSD Infrastructure and Field Support Desk

Welcome! You can raise a request for ITSD Infrastructure and Field Support Desk using the options provided.

Contact us about

Logins and Accounts

What can we help you with?

User Update Form

Summary *

Brief summary of your request

Email confirmation to *

Organization *

Select the appropriate organization to populate relevant questions

TNCIS

New option...

TNCIS Office Change requested *

Select...

Questions? Feedback

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