

Arrival Sub- Committee Meeting

MINUTES (DRAFT)

FEBRUARY 4, 2009

2PM

NEW BRITAIN SUPERIOR COURT
COURTROOM 2C

NOTE TAKER	Esther Harris
ABSENT	Atty Jessica Torres, Atty Kyle Harrell, David Ward
ATTENDEES	Atty Matt Auger, Atty Ralph Monaco, Hon Dan Shaban, Atty Larry Tytla

Agenda topics

APPROVAL OF MINUTES

DISCUSSION	The minutes from 1-14-09 were accepted by the committee.

REPORTING EXCUSES

DISCUSSION	The pre-screening form was reviewed. The committee discussed whether the form should ask if the jurors are self-employed. The committee also discussed whether the form should have more detail, such as asking if there are any health issues that might prevent the juror from serving. The form should not ask leading questions.	
CONCLUSIONS	The committee will amend the 2 nd sentence in the 2 nd paragraph to read "or have health issues and/or are self-employed".	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The committee will recommend a pre-screening process that includes		
The pre-screening form as "exhibit A".		

FACILITIES AND LOGISTICS

DISCUSSION	The committee discussed whether laptops are allowed in the courts and if the courts had wi-fi access.	
CONCLUSIONS	Most courts allow laptops, but there are restrictions on where you can use them in the courts.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
This committee will make a recommendation that wi-fi access be		
allowed for jurors using laptops so people can have the option of working while waiting.		

ORIENTATION ISSUES

DISCUSSION	The committee reviewed a draft of the script for judges to use at the beginning of the orientation process.	
CONCLUSIONS	Individual Judges may want to add their own flavor to the script – but certain topics must be touched upon. The script should not serve as a template, but Judges should present their own variation on a theme. Certain elements consistently touched upon for orientation will also be helpful for attorneys because this would help them become aware of what information the jurors had previously been exposed to.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The committee will recommend all courts use the script as an outline,		
therefore, creating uniformity for judicial districts, and all jurors will receive the same information. The orientation script will be included as “Exhibit B”.		

COMMENCEMENT OF VOIR DIRE

DISCUSSION	The committee reviewed the results of a survey distributed to the jury clerks. Most clerks show both videos. Time was a factor for some. There is valuable information on both videos. It was also mentioned that in some courts there is inefficiency in getting jurors to voir dire rooms. Some jury rooms are close to the voir dire rooms, and some are not. Some jurors become anxious when they are not sure where to go and no one is around to ask.	
CONCLUSIONS	The committee will recommend that there be one video, no more than 20 minutes long. A combination of information from both videos should be included. The importance of serving, (Voir Dire video) and the nuts and bolts of jury service (Pursuit of Justice video) are the two most important pieces of information that should be combined to make one video.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
The committee will also recommend that jurors be escorted by the jury clerk or a Marshall between assembly rooms and voir dire rooms,		
when and where necessary.		

NEXT MEETING DATE	Wednesday March 4, 2009. Conference call at 8.30a.m. Details to follow.
SPECIAL NOTES	A draft of all recommendations will be sent to the sub-committee members by the end of February.