

**Bench-Bar Centralized Small Claims Committee  
Subcommittee on Access & Quality of Service  
Monday, August 25, 2008  
225 Spring Street-2<sup>nd</sup> floor  
Wethersfield, CT**

**Agenda**

- I. Identification of Pro Se issues, and suggested responses
- II. Procedure to ensure appropriate treatment of pro se's and attorneys
- III. Consider content of tutorials on-line and video at Clerk's Office, as well as at Court Service Centers to inform filers of process and forms to be used
- IV. Magistrates: identification of issues to be addressed by Judiciary
- V. Magistrate: create scripts for opening remarks/explanation of rulings, etc.
- VI. Interpreters for non-English speaking parties and witnesses
- VII. Any other suggestions for improvement

Future meetings scheduled for:

Tuesday, September 9, 2008

Wednesday, September 17, 2008