

Minutes Bench-Bar Centralized Claims Committee Subcommittee on Operational Process

The Subcommittee on Operational Process met in the Superior Court Operations Conference Room 204 located at 225 Spring Street, Wethersfield, Connecticut at 2:00 p.m. on October 22, 2008.

Subcommittee Members in attendance were Attorney Marshall Collins, Attorney Natalie Erickson, Attorney Sydney Elkin, Attorney Maureen Finn, Chairperson, Attorney Kevin Hennessy, Attorney Karen Lahey, Attorney Adam Olshan, Attorney Rafie Podolsky, Attorney William Reveley. Attorney Adam Shelton and Jacqueline Ivel also attended.

The minutes from the meeting of September 29, 2008 were reviewed. Attorney Finn moved to approve the minutes and Attorney Reveley seconded the motion. The minutes were approved.

There was a discussion about the magistrate evaluation process. Attorney Olshan made a motion to that up to three formal complaints shall trigger a review process whereby a reviewing party will observe a magistrate when there are ten or more matters on the docket. The review is to be conducted using a pre-approved checklist. Attorney Collins proposed an amendment to the motion by proposing language to the beginning of the motion to state "The evaluation and review process should be enhanced by taking such measures that..." Attorney Elkin seconded the motion. Motion passed unanimously.

There was discussion that the Creditor's Rights Committee could bring complaints on behalf of their members. No action taken.

Attorney Reveley stated that they are ready to submit test data to the bulk filing system. He will be in touch with the technical unit at Judicial to move forward on this issue.

There was a proposal for non-attorney's to get a user number to utilize the bulk e-filing after testing completed. Proposal passed unanimously.

There was a proposal that credit cards be used for payment of fees for bulk filing. Proposal passed unanimously.

There was a proposal to have housing cases heard in housing court buildings. Proposal passed unanimously.

There was a proposal that the Centralized office make all efforts to schedule matters for a big filer on a regular consolidated docket. The proposal passed unanimously.

There was a proposal that no default should enter within twenty minutes of the first call of the docket. Proposal passed unanimously.

There was a proposal for the clerk's office to maintain a settled but not withdrawn list. Proposal passed unanimously.

There was a proposal to change the answer form to include a line in bold that if the defendant did not offer a payment plan, a \$35.00 order a week will be entered. The proposal passed. Attorney Podolsky abstained.

The next meeting is scheduled for Tuesday November 25, 2008 at 2:00 p.m.

The meeting was adjourned at 4:15 p.m.

Submitted by Natalie Erickson
Deputy Chief Clerk
Centralized Small Claims