



MINNESOTA JUDICIAL BRANCH  
MINNESOTA JUDICIAL CENTER  
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December 30, 2014

Senator Ron Latz, Chair  
Senate Judiciary Policy and Budget Division  
308 Capitol  
St. Paul, MN 55155

Representative Tony Cornish, Chair  
House Public Safety and Crime Prevention  
Policy & Finance Committee  
369 State Office Building  
St. Paul, MN 55155

Senator Warren Limmer  
Ranking Minority Member  
Senate Judiciary Policy and Budget Division  
153 State Office Building  
St. Paul, MN 55155

Representative Debra Hilstrom  
Ranking Minority Member  
House Public Safety and Crime Prevention  
Policy & Finance Committee  
377 State Office Building  
St. Paul, MN 55155

Attached please find the 2015 Report on the Court Technology Fund. This report was prepared pursuant to Minnesota Statutes 2014, section 357.021, subdivision 2.b.(e).

This report provides information on the:

- Judicial Council's oversight and administration of the Court Technology Fund;
- Technology Fund Advisory Board membership and activities;
- Technology Fund amounts collected through September 30, 2014; and
- Technology Fund award recipients, amount of each award, and purpose of each award.

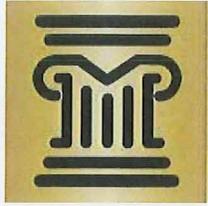
Please contact me if you need additional information regarding the Court Technology Fund.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey Shorba".

Jeffrey Shorba  
State Court Administrator

cc. Legislative Reference Library



# **MINNESOTA JUDICIAL BRANCH**

## **Court Technology Fund**

**Report to the Minnesota State Legislature  
January 2015**

**Prepared Pursuant to Minnesota Statutes 2014, section  
357.021, subdivision 2.b.(e)**

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COURT TECHNOLOGY FUND  
LEGISLATIVE REPORT

**1. Introduction**

Minnesota Statutes §357.021 subdivision 2b, established the Court Technology Fund effective July 1, 2013. This statute states that a \$2 technology fee is to be collected on court filings listed in §357.021, subdivision 2, clauses (1) to (13)<sup>1</sup>. This statute defines:

- The purpose of the funds;
- Which justice partner agencies can apply for the funds;
- The administrative responsibility of the Judicial Council; and
- The reporting requirements to the Legislature.

This report is the first of two legislative reports required for the Court Technology Fund. This report provides details on the:

- Judicial Council guidelines;
- Technology Fund Advisory Board;
- Amount collected through September 30, 2014;
- Application and award process;
- Projects awarded funds; and
- Priorities for fiscal year 2015 funds.

**2. Legislation**

The 2013 Minnesota Legislature established the Court Technology Fund. [Minnesota Statute 357.021, subd.2b](#), states that the court administrator shall collect a \$2 technology fee on court filings made under subdivision 2, clauses (1) to (13) beginning July 1, 2013. The statute provided these requirements:

- The funds can be used for the following technology needs:
  - The acquisition, development, support, maintenance, and upgrades to computer systems;
  - Equipment and devices;

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<sup>1</sup> The court filings listed in §357.021, subdivision 2, clauses (1) to (13) can be found in Appendix A at page 8.

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- Network systems;
  - Electronic records;
  - Filings and payment systems;
  - Interactive video teleconferencing; and
  - Online services.
- Applications can be accepted from these justice partners:
    - Judicial Branch;
    - County and City attorney offices;
    - Board of Public Defense;
    - Qualified legal services programs as defined under section 480.24;
    - Corrections agencies; and
    - Part-time public defender offices.
  - The Judicial Council is responsible for administering the Court Technology Fund and may:
    - Establish a board consisting of members from the judicial branch, prosecutors, public defenders, corrections, and civil legal services to distribute the funds; and
    - Adopt policies and procedures for the operation of the board.

### 3. Minnesota Judicial Council

The Judicial Council is responsible for the oversight and administration of the Court Technology Fund. Based on the overall goals and critical functions of the Justice System, the Judicial Council established these guiding principles for the Court Technology Fund awards:

- Promoting partnerships within the justice system through shared or integrated systems, interfaces, or shared information hosting;
- Enhancing the experience of and simplifying processes for the customers and/or constituents of the justice system through the use of technology, including self-service applications;
- Creating efficiencies within the justice system by using technology to eliminate manual processes;
- Reducing overall costs of the justice system; and
- Enhancing continuity of operations in light of the increased use of technology.

The Judicial Council's funding guidelines also required projects to have a defined, realistic plan to meet the project goals and ongoing process requirements. Projects selected for funding were required to be completed by December 2016.

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### 4. Court Technology Fund Advisory Board

The Judicial Council established a Court Technology Advisory Board to establish the scoring process for applications, review the applications received, and make recommendations to the Judicial Council for the awards.

The membership and represented agencies of the Court Technology Fund Advisory Board are listed below.

<b>Court Technology Fund Advisory Board</b>	
<b>Name</b>	<b>Agency/Title</b>
Jeff Shorba, Chairperson	Judicial Branch State Court Administrator
Paul Beaumaster	County Attorney Rice County Attorney
Judge Peter Cahill	Judicial Branch Chief Judge - 4 <sup>th</sup> Judicial District
Tim Cleveland	Community Corrections Act Counties Scott County Corrections
Lisa Cohen	Civil Legal Services Deputy Director Operations - Mid-Minnesota Legal Aid
Linda Higgins	Association of Minnesota Counties Hennepin County Commissioner
Steve Holmgren	Public Defenders Office Chief Public Defender – 1 <sup>st</sup> Judicial District
Julie Isker	Minnesota Inter-County Association Washington County
Deb Kerschner	MN Department of Corrections Director – Administrative Services
Mark Moore	Judicial Branch Director – Information Technology Division

The Court Technology Advisory Board accomplishments, based on the guiding principles provided by the Judicial Council, were:

- Developing a standard application form;
- Establishing the scoring methodology for the applications;
- Approving all communications to applicants and award recipients;

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- Scoring all applications submitted; and
- Submitting recommendations to the Judicial Council for the final approval of the awards.

### 5. Fund Amounts Available for Awards in 2014 (FY2015)

In May 2014, at the beginning of the award process, it was estimated that \$1 million would be collected through September 2014 and be available for awards approved in November 2014.

Court technology funds collected from July 1, 2013 through September 30, 2014 totaled \$1,068,531. Funds not awarded in 2014 will be carried forward and available for the 2015 awards process. There have been no expenditures from this fund to date.

### 6. Award Process and Timelines

The process and schedule for the award process for 2014 was:

Date	Activity
06/23/2014	Award announcement posted on Minnesota Judicial Branch public web site and in the State Registry.
06/23/2014	Award announcement posted on Judicial Branch Website.
08/11/2014	Application due date to Judicial Branch.
10/01/2014	Advisory Board recommendations submitted to Judicial Council.
10/15/2014	Judicial Council reviewed Board award recommendations.
11/19/2014	Judicial Council made final award determinations.
By 12/31/2014	Award Agreements will be completed and signed by award recipients.
By 12/31/2014	Funds will be transferred to all award recipients.

### 7. Applications and Total Awards

A total of 26 applications were received from 22 justice partner agencies with requests totaling \$3,592,540.

Funding was awarded to 13 projects for a total of \$999,756. The remaining funds will be carried forward and distributed in the 2015 awards process. The agencies and projects approved for Court Technology Fund awards are detailed in Appendix B.

## **8. Next Steps**

The general procedures and timelines will remain the same for the application and scoring process in 2015. However, the Court Technology Advisory Board recommendation is to give higher priority to projects with “statewide collaboration” or addressing “underserved areas” of Minnesota.

The second report to the Legislature is due January 15, 2017. This report will include the awards granted in 2015 and 2016 along with a progress report on the current awards. This legislation is set to sunset on June 30, 2018.

## APPENDIX A – MINNESOTA STATUTES 2014, SECTION 357.021, SUBDIVISION 2

### Subd. 2. Fee amounts.

The fees to be charged and collected by the court administrator shall be as follows:

(1) In every civil action or proceeding in said court, including any case arising under the tax laws of the state that could be transferred or appealed to the Tax Court, the plaintiff, petitioner, or other moving party shall pay, when the first paper is filed for that party in said action, a fee of \$310, except in marriage dissolution actions the fee is \$340.

The defendant or other adverse or intervening party, or any one or more of several defendants or other adverse or intervening parties appearing separately from the others, shall pay, when the first paper is filed for that party in said action, a fee of \$310, except in marriage dissolution actions the fee is \$340.

The party requesting a trial by jury shall pay \$100.

The fees above stated shall be the full trial fee chargeable to said parties irrespective of whether trial be to the court alone, to the court and jury, or disposed of without trial, and shall include the entry of judgment in the action, but does not include copies or certified copies of any papers so filed or proceedings under chapter 103E, except the provisions therein as to appeals.

(2) Certified copy of any instrument from a civil or criminal proceeding, \$14, and \$8 for an uncertified copy.

(3) Issuing a subpoena, \$16 for each name.

(4) Filing a motion or response to a motion in civil, family, excluding child support, and guardianship cases, \$100.

(5) Issuing an execution and filing the return thereof; issuing a writ of attachment, injunction, habeas corpus, mandamus, quo warranto, certiorari, or other writs not specifically mentioned, \$55.

(6) Issuing a transcript of judgment, or for filing and docketing a transcript of judgment from another court, \$40.

(7) Filing and entering a satisfaction of judgment, partial satisfaction, or assignment of judgment, \$5.

(8) Certificate as to existence or nonexistence of judgments docketed, \$5 for each name certified to.

(9) Filing and indexing trade name; or recording basic science certificate; or recording certificate of physicians, osteopaths, chiropractors, veterinarians, or optometrists, \$5.

(10) For the filing of each partial, final, or annual account in all trusteeships, \$55.

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(11) For the deposit of a will, \$27.

(12) For recording notary commission, \$20.

(13) Filing a motion or response to a motion for modification of child support, a fee of \$100.

(14) All other services required by law for which no fee is provided, such fee as compares favorably with those herein provided, or such as may be fixed by rule or order of the court.

(15) In addition to any other filing fees under this chapter, a surcharge in the amount of \$75 must be assessed in accordance with section 259.52, subdivision 14, for each adoption petition filed in district court to fund the fathers' adoption registry under section 259.52.

The fees in clauses (3) and (5) need not be paid by a public authority or the party the public authority represents.



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**APPENDIX B – FY15 COURT TECHNOLOGY FUND AWARDS**

Agency Name	Project Name/Summary	Award Amount
MN Department of Corrections (MNDOC)	<p><b>Automation of Offender Recidivism Risk Assessment Tool</b>                      This project will automate the validated risk assessment tool (MnSTARR) used by MNDOC to determine the most appropriate programming and release planning for offenders returning to the community.</p>	\$135,000
MN Department of Corrections (MNDOC)	<p><b>Minnesota CHOICE Domestic Violence Notification</b>                      This project will upgrade the Minnesota CHOICE system to comply with 2014 statutory changes requiring MNDOC to provide offender postal city and zip code to victims of domestic violence at the time of an offender’s release.</p>	\$ 80,000
MN Counties Computer Cooperative	<p><b>CSTS to MNCIS Automated Document Upload</b>                      The project will create the capability to seamlessly upload probation violation documents to the Minnesota Court Information System (MNCIS) via a web service, support the uploading to MNCIS of additional document types, and be a future pathway for receiving signed documents electronically from MNCIS.</p>	\$ 77,450
Crow Wing County Attorney’s Office	<p><b>Enhanced Lens Software and Portal Access</b>                      This project will improve efficiency and productivity through the use of court integration services and will allow the sharing of Crow Wing County Attorney data with constituents and justice partners through the use of self-service web portals.</p>	\$ 53,616
Hennepin County	<p><b>Document Sharing</b>                      This project will accelerate the electronic delivery of existing</p>	\$175,000

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Agency Name	Project Name/Summary	Award Amount
	criminal complaints and police incident reports; the creation of electronic referral, commitment, and plea agreements; and sentencing processes.	
Immigration Law Center of MN	<b>Application Systems and Technical Infrastructure</b> This project will expand access to legal services in more isolated regions of Minnesota by developing an online process for referrals and screening for immigrants and refugees.	\$ 37,500
Jackson County	<b>Jackson County E-Citation</b> This project will expand electronic charging to include citable offenses.	\$ 78,290
Judicare of Anoka County	<b>Online Intake</b> This project will upgrade existing technology to allow Judicare of Anoka to participate in an online intake project and will help prepare Judicare of Anoka for the transition to e-filing in Anoka County District Court.	\$ 7,900
MN Judicial Branch	<b>State Board of Public Defense – Electronic Integration with the Courts</b> This project will design an interface between the Board of Public Defense’s new electronic content management (ECM) system and the Minnesota Judicial Branch, and will further efforts towards paperless files and electronic sharing with criminal justice partners.	\$150,000
MN Judicial Branch	<b>Corrections Document Integrations</b> This project will develop a new data integration to receive probation violation reports and associated proposed orders electronically, benefiting both the Judicial Branch and the Department of Corrections.	\$ 80,000
MN Judicial Branch	<b>Integration Services Support eCourtMN Part 3</b> This project will develop two new data integrations that will allow the Branch to electronically send and receive Presentence Investigation (PSI) and Bail Evaluation documents.	\$ 70,000
Mid-Minnesota Legal Aid Legal Aid Services State Support	<b>Three projects:</b>  <b>Criminal Expungement Tool Project</b> Make critical updates to the criminal expungement tool and rewrite the tool to comply with 2014 statutory changes.	\$ 41,000

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Agency Name	Project Name/Summary	Award Amount
	<p><b>LawHelp MN Mobile Project</b> Create a mobile-friendly version of LawHelpMN.org which will vastly improve navigation and usability for users.</p> <p><b>Online Intake Project</b> Expand the online intake system to include three additional provider organizations.</p>	
Volunteer Lawyers Network	<p><b>Collaboration and Shared Resources Platform Implementation and Development</b> This project will develop and implement the use of a document management platform and a web application framework to facilitate collaboration with VLN’s community partners and create a foundation for implementation of future applications.</p>	\$ 14,000
	<b>FY2015 TOTAL AWARDS</b>	<b>\$999,756</b>