



# Oregon Judicial Department Oregon eCourt

**Tax Court**

***Community Partner Update***



# Presentation Materials

- Go to the **Tax Court** Website for the written material from this presentation as well as additional information on Oregon eCourt implementation in **Tax Court**.
- <http://courts.oregon.gov/Tax/pages/index.aspx>



# Presentation Outline

- Vision
- Background / History
- Statewide Roll Out Approach
- Tax Court Implementation Information
- Access to Case Information
- Changes You Need to Be Aware Of
- File and Serve General Information
- Oregon eCourt Case Information Demo
  - Accessing Dockets / Cases / Documents



# The Vision

*Oregon eCourt will give courts and judges the tools they need to provide just, prompt, and safe resolution of civil disputes; to improve public safety and the quality of life in our communities; and to improve the lives of children and families in crisis.*

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Better Access

Better Information

Better Outcomes

# Rollout By Quarter



Quarter	2012	2013	2014	2015	2016
1 <sup>st</sup>		Jackson (March) ✓	Benton Polk (January) ✓	Lane Lincoln (March) ✓	Washington Tax Court (March 7)
2 <sup>nd</sup>	Yamhill (June) ✓		Multnomah (May) ✓	Deschutes Klamath Lake (June) ✓	Baker Grant Harney Malheur Morrow Umatilla Union Wallowa  (June 6)
3 <sup>rd</sup>		Clatsop Columbia Tillamook (August) ✓		Coos Curry ✓ Hood River Wasco Gilliam Wheeler Sherman  (September)	
4 <sup>th</sup>	Crook Jefferson Linn ✓ (December)		Douglas Josephine Marion ✓ (December)	Clackamas (December 7)	

# Implementation Process



## Process Begins 15 Months Out from Go Live:

- Court documents all current paper processes
- Core group of staff receive Odyssey Training
- Core group identifies and works with the Office of Education, Training, and Outreach (OETO) and Tyler Technologies staff to identify and document electronic workflows
- Core group reviews and tests numerous data conversions from OJIN to Odyssey test environment
- Court works with Tyler and OETO staff to identify local configuration of Odyssey in the areas of docketing & calendaring, local work processes & timing, local reporting, local data needs, and local partner integrations.

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# Implementation Process



## End User Training for Courts: *Tax Court Will Vary...*

- Begins around 3-4 weeks prior to Go-Live date with approximately 1/4 of staff in training at any given time until implementation on December 6th
  - Each staff person may receive up to 50 hours of training
- Court schedule during training – Will slow down especially when judges are in training
  - Judges training start approximately two (2) weeks prior to Go-Live

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# Implementation Process



## Go-Live:

- Manual processes begin the week prior to Go-Live
  - OJIN for Tax Court is no longer updated
- All data entry for the week prior occurs in Odyssey over the weekend before Go-Live
- Monday, *March 7th*– Go Live w/Odyssey
- Approximately two (2) weeks after Go-Live – OECI cases and access to documents will be available to OJCIN OnLine subscribers and at courthouse public terminals

# Access To Case Information



- **OJCIN OnLine**
  - OJCIN OnLine subscribers have Internet access to case records
  - Subscription gives access to the OJIN case management system and the new Oregon eCourt Case Information (OECI) System
  - OJCIN OnLine is a paid subscription service unless you are a designated government user
  - OECI ONLY: Case documents (non-confidential) are available to authorized users through a subscription service

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# Access To Case Information



- **Courthouse Public Access Terminals:**
  - Free access to both OJIN and OECL systems
  - Public documents are viewable on non-confidential case types
- **Court Records / Information Counters:**
  - Physically go to the courthouse and request to see a pre-Odyssey case file

# Access to Confidential Case Types



- The OECl system does not automatically give attorneys of record access to their juvenile and mental health case types
  - Even if you had access in OJIN
- All OJCIN subscribers that had access to juvenile or mental health cases were sent a new Restricted Access Request form
  - If it has been lost or misplaced, another form can be requested through OJCIN OnLine Services
  - Call 1-800-858-9658 or email: [OJIN.Online@ojd.state.or.us](mailto:OJIN.Online@ojd.state.or.us)

# Requesting OJIN / OECI OnLine Access Through OJCIN



- If an attorney or agency does not have an active OJIN / OECI subscription:
  - Request an account through the OJCIN Online home page by going to:

<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/getstarted.aspx>

# Two Systems: OJIN and OECl on OJCIN



- **OJIN** – circuit court case information for courts who have **NOT** migrated to Oregon eCourt
- **OECl** – circuit court case information for courts who **HAVE** migrated to Oregon eCourt
- You will need an OJCIN OnLine subscription to access circuit court case information for both systems or use the Public Access Terminals at the courthouse
- When a court implements Oregon eCourt their name will be added to the drop down list of available courts in OECl



# Training

- Oregon eCourt Case Information (OECI) system is user-friendly and easy to navigate
- A Quick Reference Guide and Frequently Asked Questions are available on the OJCIN OnLine web site at the following link under support in the Quick Links Section on the top right of the page:

<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>

# Displayed Information on OECl



- Case Number
- Case Caption
- Case Type / File Date / Court Location
- Party and Attorney Information (**only year of birth will show- no month or day**)
- Charges
- Disposition(s)
- Events / Hearings and comments related to the event or hearing
- Financial Summary



# Notices

- Once a court is live with Oregon eCourt attorneys will receive electronic notification of hearings, trials, and judgment entry
- **The electronic notice will only be sent to the email address on file with the Oregon State Bar (OSB)**
  - Be sure it is up-to-date
- To change your email address you must submit the change to the OSB, not to the court

# Addresses Notices Sent From



- [Court\\_Notification@ojd.stae.or.us](mailto:Court_Notification@ojd.stae.or.us)
- [Hearing\\_scheduled@ojd.state.or.us](mailto:Hearing_scheduled@ojd.state.or.us)
- [Hearing\\_rescheduled@ojd.state.or.us](mailto:Hearing_rescheduled@ojd.state.or.us)
- [Hearing\\_cancelled@ojd.state.or.us](mailto:Hearing_cancelled@ojd.state.or.us)
- [Judgment@ojd.state.or.us](mailto:Judgment@ojd.state.or.us)

# Supplementary Local Rule 24



- SLR Chapter 24 will become effective prior to Oregon eCourt implementation in your local circuit court
- **At a minimum it will:**
  - ✓ Designate electronic documents filed with the court, or those documents manually imaged by the court, as the official court record;
  - ✓ Allow the court to electronically sign documents; and
  - ✓ Prohibit combined motions and orders.



# Case Numbering

- The case numbering system in the Oregon eCourt system is a statewide uniform system
- Case numbers are assigned in chronological order throughout the state
- Cases converted from OJIN to Odyssey will retain their OJIN case number
- Felonies and misdemeanors have the same schema, there is no differentiation in the case number (e.g. 13CR#####)

# Case Categories

- Cases will fall under one of four broad case categories in OECl
  - Criminal, Civil, Family, and Mental Health/Probate
- Biggest Change
  - Juvenile *Delinquency* cases fall under Criminal
  - Juvenile *Dependency* cases fall under Family

# File and Serve – eFiling



- File and Serve is a product of the Odyssey system used for electronically filing documents
- Some case / document exceptions
  - ✓ No ability to initiate a criminal or juvenile delinquency case
    - subsequent filings in criminal and juvenile delinquency acceptable
  - ✓ Cannot accept requests for fee waivers / deferrals

# File and Serve – eFiling



- Currently available in:
  - ✓ Yamhill, Crook, Jefferson, Linn, Jackson, Clatsop, Columbia, Tillamook, Benton, Polk, Douglas, Josephine, Marion, Lane, Lincoln, Deschutes, Klamath, Clackamas, Lake, Coos, Curry, 7<sup>th</sup> District and Multnomah Circuit Courts.
- Registration and training is required prior to using the system; available at:  
<http://courts.oregon.gov/ojd/pages/index.aspx>
- Tax Court File and Serve Implementation
  - ✓ Permissive eFiling begins 30 business days after go-live
  - ✓ Mandatory eFiling for attorneys begins 60 business days after go-live
  - ✓ OJD will provide a presentation to both the pilot firms and local attorneys on the File and Serve (eFiling) system



# Dockets / Calendars

- Public court calendars continue to be available on OJD's web page during implementation and forward:

[www.courts.oregon.gov/OJD/OnlineServices/calendars/pages/index.aspx](http://www.courts.oregon.gov/OJD/OnlineServices/calendars/pages/index.aspx)

- Options:
  - OJIN Circuit Court Calendars – courts who have NOT migrated to Oregon eCourt
  - Oregon eCourt Circuit Court Calendars – courts that HAVE migrated to Oregon eCourt



# Oregon eCourt Calendars

- Allows the user to select a county then narrow their search to select a calendar for a specific attorney, a case number, a judicial officer, a party or defendant name, or for a date range
- Expand / limit search to one or more of the four main case categories:
  - Criminal, Civil, Family, or Mental Health/Probate

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# Oregon eCourt Calendars

- Results can be sorted: Case number, defendant, hearing type, judicial officer, plaintiff, or date and time
- **OJCIN OnLine subscribers:** Calendars on OECl include hot links to the register of actions for that case and document access for attorneys and Designated Government Users.  
<http://courts.oregon.gov/OJD/OnlineServices/OJIN/Pages/index.aspx>



# What You Can Do Now

- If you wish to access documents remotely register for OJCIN OnLine.
- Set up your email to automatically forward Electronic Notices to other staff you wish to receive them.
- Go to the courthouse to access the public terminal or go to OJCIN Online if you are a subscriber and become familiar with how OECl looks and works.

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# What You Can Do Now

- Review the User Guide and Frequently Asked Questions available on the OJCIN Online webpage under Support.
- Go to calendars on the OJD webpage and see how they work.
- If not already doing so, submit motion and orders as separate documents.

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# What You Can Do Now

- Become familiar with how File and Serve Works.
  - Go to the File and Serve webpage, take the web or self study training and review the various help documents.



# QUESTIONS?