

FLNB Attorney Board of Advisors

Meeting Summary for July 23, 2007

Attendees: *Sharon Sperling, Sherry Chancellor, Jason Egan, Jim Sorenson, Luke Adams, Bill Blevins and Kevin Davis*

1. The Board members were thanked on behalf of the Clerk's Office for agreeing to serve and offer their advice, experience and expertise on a range of issues. The purpose, terms and the role of the members was discussed. The members were asked to make a commitment to serve for a one year term and to submit ideas and suggestions for improving the ECF system, processes and the overall experience of dealing with the Clerk's Office.
2. Speed Claims. The new SpeedClaims module and its functions were discussed. Sharon Sperling and Jason Egan noted they were aware of the feature from the newsletter. Sherry Chancellor questioned whether the link was also located under the Trustee category of ECF. Sherry also inquired as to whether changing an address for payment changes the address on the claims register in that the trustee draws data from the claims register through the BNS system.

(Follow up: The SpeedClaims module was removed from the system on 7/27/07 as a result of detecting errors potentially resulting from the feature. The inquiries made from the Board members will be addressed after SpeedClaims has been reinstated).

3. Interactive forms and order templates. The members noted several routine forms and orders that could easily be candidates to be made interactive. They include: Notice of Appearance, Order Continuing, Chapter 13 Wage Deduction Orders, Continuing Stay Order, Notice of Valuation and Motion to Value.

(Action item: Board members are requested to email Kevin Davis with suggestions for any other forms or order templates).

4. Chapter 13 process. Mixed opinions were shared on the new uniform Chapter 13 plan. Sharon and Sherry noted that they do not use the plan provided through their bankruptcy software vendor. Bill Blevins noted that the Clerk's Office will be available in each division on court hearing days (along with the Chapter 13 Trustee's Office) to discuss the Chapter 13 process from our perspective. There will also be a telephone conference call on September 25 for attorneys to give their feedback on the process. It could be that substantive changes to the process may take place based on the responses and information received from members of the bar.
5. HelpCenter 2.0. Luke Adams discussed version 2.0 of the HelpCenter and discussed some of the additional features being considered. Sherry suggested a feature either in the HelpCenter or in ECF that a reminder function (such as a tickler) inform the user whether or not they submit the

proposed order or whether the court prepares the order. The members also discussed the name of the HelpCenter and suggested that a different name be considered for the upcoming version.

(Action item: Kevin will discuss with Melissa and Janet whether there are routine orders that are always prepared by the attorney or the court. He will also investigate whether this item would be better placed in the HelpCenter or in the ECF events. Results will be discussed at the next meeting).

6. Docket text reduction. Kevin reported that efforts have been made to minimize the length of docket entries by eliminating the extraneous information and links to previously filed documents. The Board members noted that they had not noticed any changes or problems with the changes. Sharon Sperling noted that the summary in the docket text does not look right in parenthesis. She also noted that a text box should be inserted before "Response" to indicated whether it is a "Trustee's Response" or "Debtor's Response", etc.

(Follow up: Some events have a drop down menu at the beginning of the docket text which allows the user to modify the docket text. Kevin will ask Julie Gibson to review the events to see if it would be appropriate to expand this to other events.)

7. Improving communications. Kevin noted it appears that attorneys sometimes do not seem to know about changes in process and procedures at the Clerk's Office despite the emails, newsletters and presentations. Jim noted that he had similar problems with the North Florida Bankruptcy Bar Association communications. Jason suggested that we let the bar know we are having problems with this issue and requested they be asked to confirm their email addresses. It was also noted that attorneys may not be getting emails in that they are going to staff members and that efforts be made to incorporate secondary email addresses for communications. Sherry suggested that we make an announcement at the next bar seminar or include an ECF message a request that we are advising a backup email address.

(Action item: Kevin will bring this issue to the court's ECF group for further discussion and plan on presenting this issue at the bar meeting in October. Kevin will also research that administrative procedures and Court Rules to determine whether there is actually a compliance issue with generic, inboxes being utilized).

NEXT MEETING:

Monday, October 22, 2007 at 1:30 p.m. in Tallahassee