

CMCLLD Quarterly Meeting, 03/16/2018, at the Baltimore County Circuit Court

Meeting was called to order at 10:06 a.m. by Kate Martin, Chair.

Attendees included: Anne Arundel County Public Law Library Director Joanie Bellistri; Baltimore County Circuit Court Law Library Director Stephanie Levasseur; Carroll County Circuit Court Law Librarian Florence Barnes; Charles County Public Law Library Director Mary Jo Lazun; Howard County Circuit Court Law Library Director Sandy Brewer; Md State Law Library Director Steve Anderson, Md State Law Library Deputy Director James Durham; Lonni Kyhos Summers, Esq., Access to Justice Department, Administrative Office of the Courts; and Peoples Law Library Web Content Administrator Leland Sampson.

Kate Martin, Chair, Montgomery County Circuit Court Law Library welcomed everyone.

Tim Sheridan, Baltimore County's Circuit Court Administrator, also welcomed everyone. Mr. Sheridan shared with the group that they have a robust Law Library at the Baltimore County Circuit Court and it has adapted to meet the current needs of its library visitors. He said in order to help Self-Represented Litigants, they need access to the Courts, and the Law Library provides that. He also indicated they are trying to combine the Law Library into an adjoining space with the Family Services office in an effort to provide easy access to both of those services in the same area of the Courthouse.

Introduction to MDEC.

Leland Sampson presented a slideshow to the group on MDEC and why it is needed. Mr. Sampson explained that Odyssey runs the whole courthouse. Some of the benefits of MDEC include: Universal e-filing with an internet connection so that anyone can file from anywhere; that MDEC improves access to the Courts; with MDEC multiple people can access the same case at the same time and there are no more files to find; that it provides statewide automation practices from court-to-court; and integrated document management. The elements of MDEC include: Odyssey, the court's case management application which provides different capabilities to different users depending on the user's role; Odyssey File and Serve (OFS); and the Maryland Record Search Portal. Odyssey is a party-based system not a case-based system, it replaces all legacy CMS systems and the official record is electronic MDEC case files. OFS is mandatory for attorneys and optional for Self-Represented Litigants. The Record Search Portal provides remote document access for Attorneys and Self-Represented Litigants for their own case. Anyone can view cases at a public kiosk at any Courthouse that has MDEC in operation (Public Kiosks and Case Search contain the same information). Mr. Sampson said that Law Librarians are now

being provided a four-day training course entitled, MDEC & Law Librarian Training, at the JCECC, where they will be trained to assist with e-filing, to provide e-filing support, and that the training course will take place prior to the MDEC "go-live" date for their respective courthouse. Why train us (Librarians)? Mr. Sampson said that Librarians have experience with the user groups, especially Self-Represented Litigants, are adept at answering questions, have local knowledge, and will help provide support with MDEC e-filing for attorneys and Self-Represented Litigants.

Update on the Maryland Legal Reference for Public Libraries Training Program.

Mary Jo Lazun provided an update on the Maryland Legal Reference for Public Libraries Training Program. Ms. Lazun said that Catherine McGuire is working with Reena Shah on Public Library Training in legal reference through an institutional partnership with the Maryland State Law Library and the State Library Resource Center. The Maryland Access to Justice Commission and the Maryland State Law Library have developed a standardized state-wide curriculum for public librarians. The training elements include: access to justice, legal reference for public librarians, the legal reference interview, how to get started with general resources, giving them different tools to work with, understanding forms and making referrals. James Durham asked if there were any Grants available for Public Librarian training. Lonni suggested if any Grants were to be requested that should be done during the regular Grant cycle and indicated that the current Grants cycle closed yesterday. Steve Anderson said he will discuss with Catherine McGuire.

News of Committees and Groups.

Joanie Bellistri shared news from the Self Represented Litigant Committee in that there will be a series of Webinars for Self-Represented Litigants coming soon to encourage use of the resources available in the Md Court's Self Help Centers.

Joanie Bellistri shared news from the Maryland Partners for Justice Conference regarding the upcoming 2018 conference and the Lawyer in the Library Program.

Joanie Bellistri shared news from the Court Access and Community Relations Committee about the use of ASL (American Sign Language) laptops and that a new edition of the *Journalist's Guide* will be coming out this September.

Lonni Kyhos Summers shared news from the Access to Justice Department regarding VRIs (Video Remote Interpreting) and that all self-help videos will be soon be streaming to courthouse tv's, on a loop, and that other content can be added. James Durham asked if CMCLLD content could be added to the courthouse tv loop, for example, a Law Library slide show or power point presentation. Discussion followed as to what content the CMCLLD would like to stream on courthouse tv's. Lonni also let us know that that if you want a courthouse tv to speak with your Court Administrator.

Lunch

News of Committees and Groups continued.

Kate Martin shared news regarding the Conference of Court Administrators meeting. Kate talked with their new chair who indicated that a representative from the CMCLLD can attend their annual December meeting at the JCECC to give them a Law Library report. Leland Sampson suggested that a CMCLLD representative may want to attend the annual meeting of Clerks and Court Administrators held in Ocean City.

Kate Martin distributed the 2016-2017 CMCLLD Annual Report.

Round Robin: News of Conference Libraries.

Kate Martin – Will be exhibiting at the Networking Fair; staff member retiring and will be replaced with a half-time position; re-doing internal forms she sends to judges regarding chambers resources and books; library renovation end in sight; auditors there now; replacing beeper system for books and people counter.

Lonni Kyhos Summers – Distributed new Md Courts Self-Help Center posters and flyers; will send out FY '17 Report to the group.

Sandy Brewer – Hoping to get MDEC computer issues resolved; moderating panel at the Maryland Partners for Justice Conference in April of 2018; looking forward to MDEC training in Annapolis at the JCECC on Monday.

James Durham – Suggested the CMCLLD should send note to Chief Judge Barbera on the First Citizen's Award she recently received; that their courthouse renovation project may be finished this July; and he met recently with a public librarian who is interested in volunteering at a law library, so wanted to pass along that this person may reach out to AA or Montgomery county law librarians to volunteer.

Stephanie Levasseur – Library Self-Help Project beginning that will be combining the Law Library and the Self-Help Center on the 2nd floor of the Courthouse.

Florence Barnes – Recently attended the 3-day MDEC & Law Librarian training at the JCECC, looking forward to the 4th & final day of training next week, thanked Leland Sampson for his help with the excellent training received; in process of updating the Law Library's Self-Help Computer Center portal for Self-Represented Litigant use; Questionnaire sent recently to CCBA members to gather feedback from them regarding current collection so can continue to maintain a law library that is relevant & useful to the Bar and community it serves; will be assisting JIS at the MDEC North Central Registration Fair for Carroll County Attorneys later this month; noted that just about 20 years ago (5/13/98) Joanie and I attended the first Maryland Circuit Court Library Conference held at the Baltimore County Circuit Court.

Joanie Bellistri – Figuring out how to go forward with limited income and dwindling budget by cancelling subscriptions/contracts; recently hosted the 7th Annual Pro Bono Recognition Lunch on 3/8/18; on 2/20/2018 hosted the MLA Legislative Day breakfast; have help now in the law library with 2 new employees who are sharing a position; going to MD courts email service; the University of Md Legal Informatics Program is requesting a Law Librarian, without a JD, to speak on a panel.

Steve Anderson – In middle of contract negotiations for computer-assisted legal research; scanning old superseded county and municipal codes before 1977 that will be going on Knowviation which will then be available on scanned collection page of their website; West Academic Nutshells and Hornbooks available to everyone on the JIS network - - will look into whether or not links will be available on their catalog to these resources; State publications going on Preservica and once JIS installs will have training; Kiosk for Portal in Dorchester County going there soon; COA/COSA briefs will no longer be available through West on microfilm/microfiche as they are no longer doing that, will be available through digital access only; Special Collection Room is done as last maps have been displayed and there will be an official Grand Re-Opening sometime this summer; hosting LLAM luncheon @ MSL on 3/28/18 where Judge Daniel A. Friedman will be speaking about his book, *The Maryland State Constitution*.

Leland Sampson – Been busy helping with MDEC trainings; developing webinar version of MDEC training for Self-Represented Litigants; working on contract to update Peoples on the server side after which may do a re-launch tour for librarians and family law offices; trying to keep up-to-date on Peoples; speaking in June at Special Libraries Association Conference.

Mary Jo – Will be speaking at the SLA Annual Meeting regarding inexpensive tools like Dropbox and library catalogs to preserve government materials; handed out and discussed her Law Librarian Annual Update 2016-2017 report to the group, will put it on the wiki and her website and will present her annual update report to the Charles Co. Bar Association at a future bar association meeting; working with the Southern Md Regional Library Association to have her library's catalog of legal materials included in COSMOS; recently attended advanced training in the use of MDEC so can serve as a primary point of contact for attorneys; participating in a project to train public librarians in answering legal reference questions; possibly getting new furniture; will be attending the 2018 Maryland Partners for Justice Conference.

New Year, New Initiatives.

Kate Martin, CMCLLD Chair, suggested that the committee consider developing a law library commercial for streaming onto the Courthouse tv video loops; that we continue to assist with the Maryland Legal Reference for Public Libraries Training Program; and that we continue to be trained for MDEC so we can assist attorneys and self-represented litigants.

End of Meeting Question.

Kate Martin, CMCLLD Chair, asked an End of Meeting Question: What would you do in your Library if you were handed a million dollars to spend? In bulk, the answers included: getting out of the basement & renovating their library space including an elevator; provide a lot of advertising including a graphic designer; scanning everything not already in the public domain that the library has; invest it to stay viable; use it to fund their own computer system on their own library domain; soundproofing and expanding their conference room; invest it in staff.

Housekeeping.

Kate Martin, CMCLLD Chair – Next CMCLLD in-person meeting will take place at the Anne Arundel County Public Law Library in either May/June/July 2018; information regarding dates for the next meeting will be forthcoming. Suggestions for potential guest speakers for this meeting included MVLS, Civil Justice or the

Md Courts Self-Help Center. Kate asked if teleconference meetings were needed more than on a monthly basis? The Group collectively responded not at this time.

Closing Remarks.

Looking into long-term suggestions and solutions to improve efficiencies for Law Libraries in Maryland.

Meeting adjourned at 3:00 p.m.