

Record Times

Vol. 13 No. 1

January 2007

A monthly newsletter for employees of the Clerk of the Superior Court's Office

Michael sworn in as Clerk for third term

For many months, the Clerk's Office anticipated the date, 1/1/07. That was the day the Office was authorized to dispose of most paper documents, and the electronic court record became the original document. While this was a very important date to the Office and to Michael Jeanes, the next day (1/2/07) was also an important day to Michael. That was the date that his official swearing-in ceremony to the Office of the Clerk of the Superior Court occurred.

Michael was sworn-in as Clerk of the Court on Jan. 2 to serve a third four-year term by Superior Court Presiding Judge Barbara Mundell at a special ceremony. Michael was elected to the position by the voters of Maricopa County in the November 2006 General Election.

Michael first took the oath of office for Clerk of the Court in February 1998 when he was appointed to the position by Governor Jane D. Hull after Judith Allen's resignation. He was sworn-in as Clerk again in January 1999, when he was elected for the first time to the position. In January 2003, he was sworn-in after being elected to the Office for a second term.

Below are photos of Michael and his wife (Jill) and their three sons (Eric, Nathan, and Garrett) after each of his swearing-in ceremonies.

1998

1999

2003

2007



A new date for the newsletter

It is a new year and the newsletter has a new change. Beginning in 2007, the newsletter will be distributed on the last Friday of each month. In the past, the newsletter was distributed on the last payday of each month.



The Office's inaugural graduates of the Professional Certification Series

by Joe Silberschlag

Congratulations to the inaugural graduating classes of the Clerk of the Court's Professional Certification Series! There were 27 employees at four Office locations who completed one of the three Certification Series programs: **Foundations of Leadership and Management**, **Professional Development**, and **Train the Department Trainer**. Courtroom Clerk **Sig Perez** was a "double major" completing both the "Professional Development" and "Train the Department Trainer" Certification Series.

Employees completing these programs participated in 12.5 to 24 hours of training, depending on the program. It was a cooperative commitment between the employee and his/her supervisor/manager to ensure the successful completion of the program. Thanks again to the participants and their supervisor/manager for the dedication to completion. The following are the employees who graduated from the Professional Certification Series:

Train the Department Trainer

Downtown - Eva Castillo, Delliah Chilcoat, Betty Finney, Jody Fisher, Sig Perez, Karin Pilant, Yvonna Smith, and Cyndie Rego // **Southeast** - Kim Dollins and Patti O'Dell // **Northeast** - Robin Brimmer-Tomlinson // **Durango** - Norma Barron, Lori Morris, Tysia Nelson, and Rachel Robles.

Foundations of Leadership & Mngmnt.

Downtown - Janeene Carrillo

OnBase keeps OnGrowing

The following shows the annual statistics of pages and documents added to the OnBase Repository. OnBase is the software program designed to manage the processing and retrieval of the Office's electronic documents.

	2002	2003	2004	2005	2006
PAGES	6,249,839	6,481,725	7,475,599	9,164,487	9,095,136
DOCUMENTS	1,956,559	2,007,854	2,368,029	2,841,956	2,883,845

Continued on page 2...

Michael's

message



Michael K. Jeanes
Clerk of the Court

Munch more to discuss in 2007

Another year is upon us and with it comes new dates and even a new place (at Downtown) for my monthly Munch meetings with you. I have held these meetings for several years now, and they continue to be a very enjoyable experience. They provide me the opportunity to meet with you in person to discuss issues, get acquainted with new employees, and answer your questions. It also helps me to gain a better understanding about the work you do and issues you face.

If you haven't been to a Munch yet, I invite you to come. I would enjoy meeting you. If you have attended them before, I look forward to seeing you again this year. Here are this year's Munch dates and locations.

(Dates in **bold** signify everyone is invited. Non-bolded dates signify the Munch is a non-supervisory discussion.)

CUSTOMER SERVICE CENTER

Lower Level Conference Room // Alternate times Noon - 1 p.m. and then 1 - 2 p.m.
February 15; **May 17**; August 16; **November 15**

DOWNTOWN

County Admin. Bldg., 301 W. Jefferson, 2nd Fl., Merit Commission Hearing Room (This is a new Munch location) // Noon - 1:30 p.m.
March 8; May 10; **July 12**; September 13; **November 8**

DURANGO JUVENILE

Conference Room // 12:30 - 1:30 p.m.
March 15; **June 21**; September 20; **December 20**

NORTHEAST

Multi-Purpose Room // Noon - 1 p.m.
April 13; July 13; **October 12**

NORTHWEST

Jury Assembly Room // Noon - 1 p.m.
April 20; July 20; **October 19**

SOUTHEAST ADULT

Cafeteria // 12:30 - 1:30 p.m.
February 22; **May 24**; August 23; **November 29**

SOUTHEAST JUVENILE

Cactus Room // 12:30 - 1:30
March 22; **June 28**; September 27; **December 27**



Graduates continued from page 1

Professional Development

Downtown - Eileen Fenner, Martha Martin, Erika Morgenstern, Gina Nevitt, Sig Perez, Chris Stimson, and Diane Torpey // **Southeast** - Debora Celaya, Diane Hoy, and Doug Lukes // **Northeast** - Jared Rutledge

Following are photos of the graduates:



From left: Eva Castillo, Karin Pilant, & Jody Fisher Robin Brimmer-Tomlinson



From left: Chris Stimson, Diane Torpey, Martha Martin, Sig Perez, Gina Nevitt, & Eileen Fenner



Janeene Carrillo Kim Dollins & Patti O'Dell



Diane Hoy & Debora Celaya Erika Morgenstern



Sig Perez Jared Rutledge

Foreign times for the Record Times

Each month, employees are invited to submit a photo of themselves reading the *Record Times*. Last month, the newsletter was spotted in Greece. This month, it is found in yet another foreign country.

Pictured here is Personnel's **Renee Gillison**, who posed with the newsletter while standing next to a guard at the Topkapi Palace in Istanbul, Turkey. The palace was home to all of the Ottoman sultans for nearly four centuries. Today, it is a national museum.

Employees may submit photos of themselves reading the *Record Times* at any time. **TO SUBMIT** a photo, you may print a newsletter page(s), take your photo with the page(s), and send it to Public Affairs' Len Keso with your name and a photo description.



Continued on page 3...

Graduates continued from page 2



From left: Norma Barron, Lori Morris, Tysia Nelson, & Rachel Robles

County hopes to experience blue Mondays and Tuesdays, and ...

Maricopa County launched a true blue clean air initiative to reduce dust pollution this month called, "Bring Back Blue." The campaign is hitting the radio and television airwaves as well as newspapers and billboards to encourage people to reduce dust pollution.

In 2006, Maricopa County experienced more than 25 days where the air quality monitors recorded higher than normal particulate pollution levels. Those numbers weren't much lower in 2005 with 19 days recorded as exceeding the federal standard.

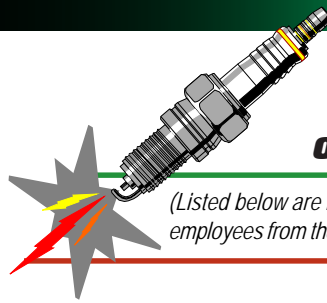


A giant air mask was placed on the Central Court Building to promote the County's Bring Back Blue campaign. More county dust reduction campaign details are available at www.BringBack.Blue.org.

The County Supervisors recognized the need to act on this issue and approved an extensive outreach campaign that kicked-off January 16 on the Downtown Central Court Plaza.

Annual Adoption Day

More than 150 hearings were scheduled to finalize adoptions at the 7th Annual County Adoption Day event held in November. Last year, the County's adoption celebration was one of the nation's largest with 143 children adopted.



Recordsetters of the Clerk of the Court' Office

(Listed below are recent letters, email messages, and phone calls about Clerk of the Court employees from those who appreciate their recordsetting efforts to provide excellent service.)

EMPLOYEE COMPLIMENTS

Billing and Deferral Unit Supervisor Fred Mohr received a phone call from a client who was having problems with payments he had sent to his parole officer. He eventually contacted Billing Unit's **Linda Castleberry**, who did a great job assisting him. The client told Fred that Linda was extremely helpful and went out of her way to help clear up his issues.

Correspondence's Susan Baldwin and Janeene Carrillo sent an email to the newsletter to compliment Customer Service Center's **Edith Witherspoon**. They said, "Edith has been helping us greatly by doing the film for us ... she even volunteered. She has kept us up-to-date and we couldn't have done it without her. Correspondence appreciates all of the help she provides. We want her to know what a great asset she is to the Office."

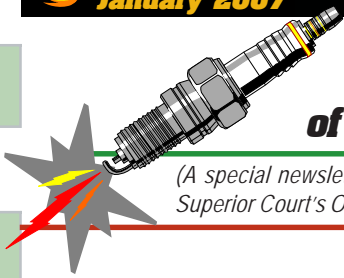
A judge sent an email to the Office to say how much he appreciated the training efforts of **Tina Meadows** during the "Navigating the Electronic Court Record" class. He said, Tina was very patient and the training was great and very worthwhile. He plans to encourage other judges to attend a training session.

Kathleen Donoghue from the Arizona Department of Water Resources sent the following email to the Office about Customer Service Center's **Giannina Franco Perez's** work on the Water Case. She wrote, "I would like to reiterate what an incredible employee and hard worker you have in Giannina. These days, it is so hard to find anyone who will go above and beyond for you, and Giannina ALWAYS does just that. There are many times that I have said to myself that I don't know what I would have done without Giannina. She is the best EVER!"

Exhibits Supervisor Patti Sanderman sent a complimentary email to Courtroom Clerk **Debra Pluff** for her excellent work. She wrote, "Debra, I wanted to thank you for the assistance you provided in Criminal Exhibits and Appeals. The work that you performed for us was completed expeditiously and accurately, and you really were able to catch us up on our backlogs. The staff really enjoyed working with you and your assistance was greatly appreciated by everyone."

Court Administration's Beverly Dupree sent an email to Budget Director Doug Wood to compliment the work of **Court Supplies staff**. She said, "I want to inform you of the excellent customer service I have received from your staff. You have a staff that clearly deserves recognition and appreciation. The Court Supplies staff consistently and continually are kind in doing the tough job of making sure all court staff are supplied with the tools they need. Their job seems particularly challenging, because not all of the items are always available at the exact time of need; even if it is an urgent request, many times it is out of their control. Even during those circumstances, I have seen them continue to smile, be polite, maintain professionalism, and continue to reassure staff. This positive 'we-can-do-it' attitude and professionalism tames even the most difficult."





Employee News of the Clerk of the Court' Office

(A special newsletter section devoted to news about employees of the Clerk of the Superior Court's Office.)

BIRTHS

- Congratulations to Downtown Family Court Filing Counter's **Sandra Valdez** on the birth of her 6 lb. 11 oz. baby boy on Dec. 16. Her new son's name is Francisco Gabriel.
- Congratulations to Downtown Family Court Docket's **Judy Flowers** who once again became a proud grandmother on Dec. 18 to a 8 lb. 7 oz. grandson. Her new grandchild's name is Weston William.



NEW EMPLOYEES



- **Criminal Exhibits** - Andrea Bigby
- **Criminal Exhibits/Grand Jury** - Bianca Rios
- **Courtroom Clerks** - Colleen Gauna, Kathy Waldner, Laurie Wistuber
- **Micrographics** - Teresa Stemmons
- **Support Finance** - Michele Maroni
- **SEA Adult EDM** - Loretta Velarde

OFFICE ANNIVERSARIES

The following Clerk of the Court employees celebrate milestone Office anniversaries in January:

- 20 Years** - Yolanda Allen **15 Years** - Dave Forde
- 5 Years** - Rebecca Bennett, Laura Lyon, Christina Gatz, Lynne Glenn, Gina Nevitt, Jennifer Rivera, Andy Czuppa



AWARDS

Jennifer McKernan, Scott Buckman, Rick Hutton, Linda Firriello, Martha Martin, and Mike Smith all recently won movie tickets through the County's Alternative Mode User Program (AMU). The AMU conducts random drawings to reward employees with movie tickets for their efforts to reduce air pollution by using an alternative mode of transportation.

ON THE MOVE

- SEA EDM's **Elizabeth Ramirez** was promoted to Courtroom Clerk.
- **Feliz Gorny** transferred from the CSC Public Counter to Micrographics.

HONORS



Downtown Civil Filing Counter Area's **Mark Leong** sang the National Anthem at the Maricopa County Diversity Celebration event on Jan. 24 in the Board of Supervisors' Auditorium. He was selected for this honor when the County Diversity coordinators sent out a request for nominations for event singers. Mark said his co-workers and supervisor submitted his name, and he was the one selected to sing the National Anthem. Mark said he has been singing since he was 7 or 8 years old.

SPOTLIGHT



Name: CeCe McDermott
Department: Civil Docket
Hometown: Phoenix, AZ
Family: 2 children (Tina and Eric); 5 grandchildren (Alex, Owen, Kenzie, Kayla, and Bryce)
Birthday: August 18
Years With Clerk's Office: 28 years
Favorite Activity: Doing something fun with my grandchildren
Least Favorite Activity: Housework
I'm Proud Of: My Trainer Excellence Award

The Hardest Thing That You've Done: Moving my mother in with me
My Favorite Meal: Fettuccine Alfredo
A Dream I Have Is To: Retire and travel
A Pet Peeve: Drivers who don't use their turn signal
Two People You Would You Like To Have Dinner With: Robert Redford and Martina McBride
What Was Your First Job: An usher at the Veteran's Memorial Coliseum
Nobody Would Believe It If They Knew... that I do lose my patience sometimes



Record Times. Published monthly by the Public Affairs Office for distribution to employees on the last Friday of each month. For questions, send email to Len Keso at L.Keso@csc.maricopa.gov

Chief Deputy Chris Kelly
Editor Len Keso