

CMCLLD Meeting Notes
April 23, 2024
Anne Arundel County Public Law Library

Approved: May 14, 2024

In attendance: Julia Viets (Chair); Catherine McGuire (Vice Chair); Julee Snyder (virtual); Florence Barnes; James Durham, Joan Bellistri; Tonya Baroudi; Zachary Gunther; Sandy Brewer

The meeting began at 10:23 a.m. Prior to the meeting, several attendees received a tour of the law library.

Justice Passport

Tommy Fisher Jr. (MDCLA), Jenna Greever (MDCLA), Nicole Kiker (Civil Justice Inc.), Carrie McCully (Civil Justice Inc.)

The speakers presented an overview of the Court Help Centers and provided details on the types of matters with which they help.

The Maryland Justice Passport (MJP) program is funded by a grant from the AOC's Access to Justice. A Justice Passport is "owned" and controlled by the litigant; it alleviates the need to re-tell a situation multiple times; it organizes the details involved in the litigant's case (documents, referrals, notes, tasks, scheduled events, etc.); it tracks referrals, to both legal and not legal services; and it allows sharing of information with providers, family, and anyone else the litigant wishes to share with – the litigant controls the sharing.

Someone can have multiple Passports, with one for each case in which they are involved (e.g., one for their divorce proceeding, one for their expungement proceeding, one for their eviction proceeding, etc.).

Files can be uploaded by anyone who has access to the Passport account. Documents, photos, etc., basically anything that can be attached to an email, can be loaded onto the account.

Referral Partner Program: a Passport can be a solution to referral problems. Maryland has many organizations, all with different requirements, income guidelines, coverage, etc., which can make referrals challenging. Through heavy collaboration, networking, and gathering of feedback from users of all kinds, the partner program collections information about an organization (jurisdiction, timeframe, income guidelines, case types) that wants to partner with the MJP. These organizations can then be more accurately used as referrals – they receive notice and information before meeting with a litigant and can then more efficiently and effectively help the litigant.

From May 2021 to March 2024, the MJP has made 1,906 referrals.

How can law libraries get involved?

- Create MJPs for patrons
- Accept referrals
- Distribute flyers

CMCLLD Annual Report

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The Fiscal 2023 Report draft is nearing completion. Feedback has been requested. Catherine will email the draft to all CMCLLD participants; please review and provide feedback, corrections, etc., by Friday, May 10, 2024.

Incoming Leadership

The terms of Chair Julia Viets and Vice-Chair Catherine McGuire will end on June 30, 2024. The group voted on, and unanimously approved, for Chair, Florence Barnes, and Vice-Chair, Joan Bellistri. Their two-year terms will begin on July 1, 2024.

Security

Joan Bellistri requested information about security in court law libraries on behalf of the Maryland Judicial Council Court Access Committee. All attendees appreciate the ongoing security trainings available at all courthouses.

Customer Surveys

Florence shared the language in her library's customer survey and circulated a copy for everyone to see. She will post it to the CMCLLD SharePoint for viewing. She collects data and comments from the surveys to share with her Library Judge and Library Committee.

The State Law Library formerly included a survey link in email reference responses. The survey had been built with SurveyMonkey, to which the Library no longer subscribes. The Library is considering options for a new survey.

Laws of Maryland

Print copies of Laws of Maryland have not been shipped to court law libraries for several years; however, invoices have still been received and the printer has expected them to be paid. The opinion was expressed that, until volumes begin shipping again, invoicing should be suspended. Joan, Julia, and Florence will draft a letter to be sent to the Department of Legislative Services to express these concerns.

Statistics

Julia reminded everyone to post statistics on the Conference SharePoint spreadsheet. The fiscal year is winding down; FY2024 reporting will need to incorporate these figures.

Conference Protocols – Updates

The CMCLLD Protocols were last reviewed and updated in 2016. Julia and Catherine pre-reviewed and provided some comments on content. The full group reviewed the text and provided feedback, edits, and suggested wording. Significant amendments include updating the language of "Chief Judge" to "Chief Justice"; updating the Wiki references to a more generalized document-sharing platform; and updating the State Law Library's name to include the recent Thurgood Marshall name. Catherine will review the Judiciary's Committee Protocols to ensure appropriate language is included, then will circulate a draft for comment to the full group.

The meeting ended at 2:01pm.

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