



Amy Craig, Clerk  
Circuit Court for Dorchester County  
Chair  
(410) 228-0481

## Conference of Circuit Court Clerks

Maryland Judicial Center 580 Taylor Ave.  
Annapolis, Maryland 21401

Timothy W. Miller, Clerk  
Circuit Court for Garrett County  
Vice-Chair  
(410) 228-0481

**Meeting Date:** November 20, 2018  
**Time:** 12:00 PM  
**Location:** Judicial College Education and Conference Center, Upper Level 4 & 5

### AGENDA

1. Approval of the May 15, 2018 and September 24, 2018 meetings Minutes
2. Best Practices for Deficiencies and Strikings – *Pamela Harris*
3. OFS File & Serve – *Jamie Walter*
4. DBM Online Benefits Go-Live – *Lee Robinson, Jennifer Boswell, and Karen Fary*
5. Approval of the Clerks' Uniform Procedures for Real Property Recordings/Secretary of State's Address Confidentiality Program – *Susan Braniecki*
6. Adoption of Back Scanning Policy – MDEC Cases vs. Paper Files – *Susan Braniecki*
7. For the good of the order

### *COMMITTEE UPDATES*

- ❖ Judicial Council – *Amy Craig/Tim Miller*
- ❖ Court Access and Community Relations Committee – *Sharon Hancock*
- ❖ Court Operations Committee – *Susan Braniecki/Kathy Smith*
- ❖ Education Committee – *Dawne Lindsey*
- ❖ Technology Committee – *Scott MacGlashan*
- ❖ Conference of Court Administrators – *Tim Miller*
- ❖ Conference of Circuit Judges – *Amy Craig*
- ❖ MDEC ESC – *Susan Braniecki*
- ❖ Rules Committee – *Dawne Lindsey*