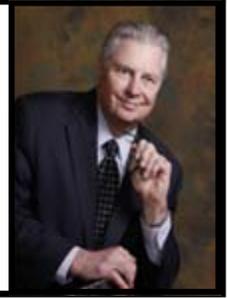




# District Clerk Newsletter

## Thomas A. Wilder, District Clerk



### DISTRICT CLERK CORNER

Dear Legal Professionals:

Please be aware that we continue to have some glitches in the e-filing application such as occurred on April 12, 2016. Over 150 “envelopes” were received without a filemark on them (e-file application, not clerk, places filemark on documents under e-filing technical standards).

After consulting with OCA and our own attorneys, we placed a manual file mark on the paper print-out of these documents, accepted them and notified filers of our decision along with the District Courts.

Along with the occasional system outages, some delays must be expected. However, we strive to process all filings the same day.

Moreover, criminal e-Filing is a hot topic with much opposition being heard about making it mandatory. The Council of Urban Counties has waded in against that as well as myself. Since Tarrant County has been partnering with Dallas County to build a new case management system, I would prefer that we wait until this new system is implemented to replace our 25 year old criminal system before any new applications are grafted on to it. The criminal case management system is a great deal more complicated than our civil/family Justice Information System (JIMS). The sheriff, District Attorney, County Clerk and District Clerk all depend on this system for our daily work and of course this is where the criminal defense lawyers

get their case information as well.

Finally, I must say that Tarrant County has been a leader all along on development of new technical innovation and my office as well as others have been recognized with statewide awards for those efforts. E-Filing will likely be implemented but we need to wait and tie it in to the new system which will be more cost effective and technically sound than trying to make it fit with an old system that has a hodge-podge of out dated applications from multiple departments.

Our taxpayers and the legal community will appreciate that solution although they may not understand the reasons at this moment. Stay tuned.

Regards,

District Clerk

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The District Clerk, Thomas A. Wilder attended the County and District Clerk's Association of Texas Conference in Granbury, Texas. Mr. Wilder was accompanied by Tracy Johnson - Office Manager , Monica Foster - Family/Civil Manager and Alicia Morris - Criminal Manager. Some of the guest speakers were John Morse covering DPS reporting and Angela Garcia discussing OCA reporting.





**Attention e-Fileers:**

Upon acceptance, your pleading will receive the automatic filemark from the e-File Texas system. Therefore, if you are up against a filing deadline it is important to file your pleadings as early as possible and check the status of your envelope to ensure that it has been successfully accepted prior to the deadline.

**Please update your address...**



The Tom Vandergriff Civil Courts Building is located at 100 N. Calhoun Street. We continue to receive mail for the Civil/Tax section which is being misdirected to our old address at the Tim Curry Justice Center.

**From the IV-D Clerk's Desk...**

We are very excited to announce that beginning April 1, 2016, the Honorable Judge Cherami Jenkins (IV-D 2) will start to hear all dockets "paperless". Her Honor has been proactive in proceeding with this project and we gratefully acknowledge her support.



We have successfully conducted several paperless dockets by implementing and modifying procedures as necessary in order to facilitate a smooth transition to this process. We have observed several benefits in doing this, such as improving care, custody and control, as well as saving time by not having to transport files back and forth from the courtroom. We look forward to discovering opportunities that will enhance the use of the "paperless" system throughout the District Clerk's Office.



**Service Documents**

When requesting service documents you will need to pay for copies of the pleadings to be attached to the service document. The service document will not be issued until copies of the pleading have been paid for or provided. If paying for copies, you will need to pay \$.35 cents per page for uncertified copies or \$1.00 per page for certified copies, if required. You may also provide/mail a file marked copy of the pleading filed with any exhibits etc....to the Document Production Clerk. If you have any questions, please call Document Production in Civil—(817) 884-1591, in Family—(817) 884-1129, to check the status of the citation before sending someone to pick up.



May 30, 2016	Memorial Day
July 4, 2016	Independence Day
Sept. 5, 2016	Labor Day

**How to e-File a Motion to Reinstate**

A Motion to Reinstate should be e-filed using the "No Fee Document" filing code. This will ensure you do not incur a fee and avoid waiting on the refund process.

## FAMILY Employee Spotlight



Sylvia Medrano started with the District Clerk’s Office in July of 1989 in Civil. After two years she was moved to the Family Division as an Associate Clerk. Sylvia has worked many positions including: AG Lead Clerk, Juvenile Lead Clerk, worked in all of the Family District Courts and as a Family/Juvenile supervisor. Sylvia was promoted to the position of Family/Juvenile Assistant Manager in November of 2014.

In Sylvia’s spare time, she enjoys spending time with her family. Sylvia is also a grandmother to two wonderful granddaughters and stays busy with them. She also enjoys reading and gardening.

### Subscribe for Web Access



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### OCA Annual Report

The Office of Court Administration has published the Fiscal Year 2015 Annual Statistical Report for the Texas Judiciary, which contains state-level data trends, court-level data trends and details statistics across the courts and case types in the state. The report can be viewed in your choice of three formats at the following link:



<http://www.txcourts.gov/news/annual-statistical-report-released.aspx>



Please be sure that your email address is correct and up to date on all pleadings. Also, if someone else in your office needs to access the emails we send you (interim orders, settings, etc.) you may want to consider setting up a shared email and including that on your pleadings.

# NOTICE



## Felony/Civil Filing Fee Adjustments

The following filing fees have been decreased per the Tarrant County Commissioner's Court by \$70.00.

Petition for Expunction – Effective March 15, 2016 the new filing fee is **\$214.00** plus \$15.00 per agency.

Petition for Non-Disclosure – Effective March 23, 2016 the new filing fee is **\$242.00**.

Please contact the District Clerk Felony/Civil section at 817-884-3793 for additional information.



## Criminal Spotlight

Spencer Johnson started his career with the District Clerk's Office as a part-time clerk in the criminal section in 2007. He became a full-time employee in May 2008. During his time with our office, he's worked in Judicial Compliance, as a payment plan officer, and in September of 2014 he was promoted to the Criminal Collections Accounting Clerk.

In Spencer's free time, he enjoys spending time with family, hunting, and family vacations to Disney World. Spencer is also a self-proclaimed nerd, who enjoys comic books, Batman, and Star Wars !

### Are we e-filing criminal felony cases??



Recently there have been many questions regarding the e-filing of criminal felony cases.

The Supreme Court of Texas has finalized the rules for electronic filing of criminal felony cases and some counties have opted to accept filings electronically.

At this time, criminal felony cases are **not** being electronically filed in Tarrant County.

If you would like to familiarize yourself with the Supreme Court of Texas electronic filing rules regarding criminal cases, please click on the following link:

[Rules Governing Electronic Filing in Criminal Cases](#)



**Tim Curry Criminal Justice Center**  
401 W Belknap Street  
Fort Worth, TX 76196



**Family Law Center**  
200 E Weatherford Street  
Fort Worth, TX 76196



**Tom Vandergriff Civil Courts Building**  
100 N Calhoun Street  
Fort Worth, TX 76196



**E-filing  
Questions?**



**Call for assistance:**

**Family: 817-212-6954**

**Civil: 817-212-6953**

**Criminal: 817-884-1342**

**Felony/Civil: 817-884-2508**

**Felony/Civil**

The Felony/Civil section of the District Clerk’s office handles Expunctions, Non-Disclosures, Occupational Driver’s License, Seizures, and Bond Forfeiture cases.

It is located on the 3<sup>rd</sup> floor of the Tim Curry Justice Center. The Felony/Civil section began accepting electronically filed documents for Expunctions, Non-Disclosures, Felony Occupational Drivers Licenses and Seizure cases only on July 7, 2014.

For filing fee information please refer to the District Clerk website for the most current fees.

[Felony/Civil Fees](#)

Our business hours are Monday – Friday 8am – 5pm. During these hours you can reach the Felony/Civil clerks for assistance.

**Michelle Farrell – Lead Felony/Civil Clerk**

Lead Clerk – 817-884-2508

**Luz Rodriguez – Auxiliary**

Lead Auxiliary Clerk – 817-884-2514

**Amy Bond – Expunctions**

Associate Clerk – 817-884-1231

**Melissa Summers – Seizures**

Associate Clerk – 817-884-1156



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