

## eCourts Expungement System – Release Notes External 05/01/2024

## eCourts Expungement System Enhancements

New	The Case Representation tile has been added to the Expungement home page. County and Central Public Defenders, and Private Attorneys can associate and substitute themselves to expungement cases. For more information, click <a here"="" href="https://example.com/here-new-new-new-new-new-new-new-new-new-ne&lt;/th&gt;&lt;/tr&gt;&lt;tr&gt;&lt;th&gt;New&lt;/th&gt;&lt;th&gt;If a case already has an attorney of record and the case is not associated to the logged in attorney's firm, a new attorney can file a &lt;b&gt;Substitution of attorney&lt;/b&gt;. For more information, click &lt;a href=">here</a> .
New	Attorney of Record is now being set when a petition is initiated and submitted by Private Attorney, County and Central Public Defender. For more information, click <a href="https://example.com/here.">here.</a>
New	County and Central Public Defender's will receive an email notification when they file an expungement, when a petition is returned, and other various events about the case. For more information, click <a href="https://example.com/here/">here</a> .
Enhanced	Self-represented litigants will now retain their submitted expungement petitions once returned by the Prosecutor, unless they consent to allow the County Public Defender to represent them on the expungement case. For more information, click <a href="https://example.com/here.">here.</a>
Enhanced	There are two new optional fields for the In Progress workbasket column display. Users will now be able to view the "Filer" and "OPD Consent" as columns on the workbasket. Also, you can now view Attorney of Record information on the Additional Details modal. For more information, click <a href="https://example.com/here">here</a> .



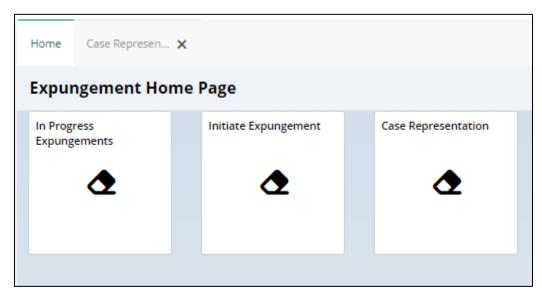
If a proposed amended order is initiated on a granted Clean Slate or Regular Expungement petition, you can now change the Expungement Type from Clean Slate to Regular and vice-versa. For more information, click <a href="https://example.com/here">here</a>.

## Attorneys Can Now Associate Themselves to an Expungement Case

The Case Representation tile has been added to the Expungement home page. Here, County and Central Public Defenders and private attorneys can associate themselves or members of their firm/office to an expungement case. You can add/update the attorney of record for cases in the following statuses:

- Pending Prosecutor Review
- Pending Petitioner Response
- Revised Petition Prosecutor Review
- Awaiting Judicial Decision
- Order Granted
- Amended Order Prosecutor Review
- Amended Order Petition Response
- Amended Order Judicial Decision
- Amended Order Granted

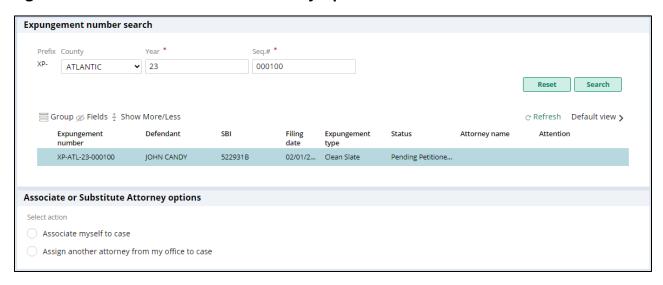
Figure 1. New Case Representation Tile



Once the Attorney clicks on Case Representation and searches a case, if that case does not have an attorney associated, they will see two options:

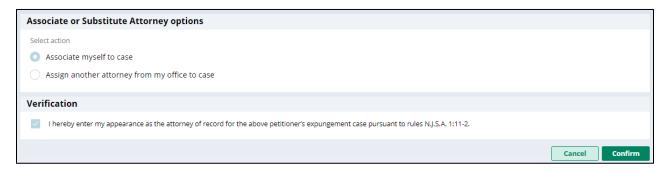
- Associate myself to case
- Assign another attorney from my office to case.

**Figure 2. Associate or Substitute Attorney Options** 



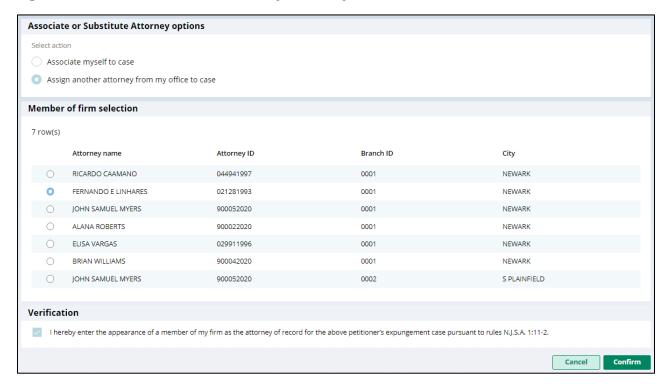
When selecting "Associate myself to case," verification text displays.

**Figure 3. Associate Self Options** 



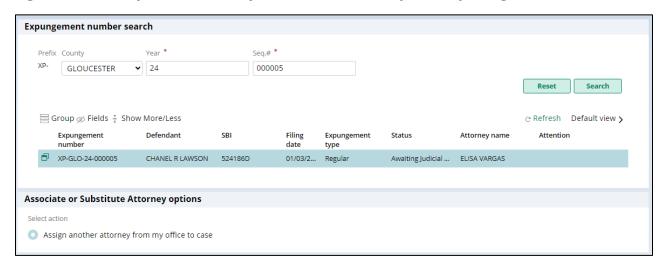
When selecting "Assign another attorney from my office to case," a list of attorneys that match the Attorney's office ID displays. Once an attorney is selected, the verification text appears, and the user will be able to confirm selection.

Figure 4. Associate Another Attorney from my office to case



If another attorney from your firm is already assigned to a petition, another attorney from your firm can be assigned to that petition. In this case, the only option that will appear is the Assign another attorney from my office to case. The selection options appear as well as the verification and confirm button.

Figure 5. Attorney Association Options when Attorney already Assigned



When a selection is made and you click "Confirm," you'll navigate back to the Confirmation screen and will have the option to add another attorney or close the tile. A case jacket entry

is added to the case jacket and an email notification is sent as well. For amending orders, on the Attorney of Record, or anyone from their firm, will be able to amend that order.

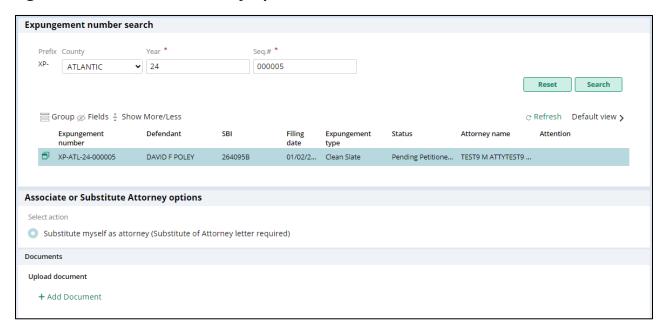
**Figure 6. Attorney Association Completion notice** 



## Substitution of Attorney Process Using the Case Representation Tile

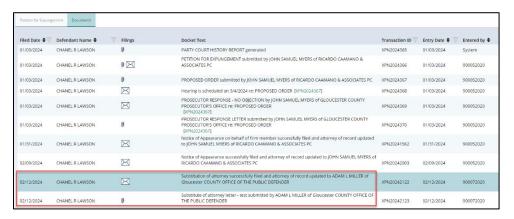
If a case already has an attorney of record and the case is not associated to the logged in attorney's firm, a new attorney can be added to the case by clicking on **Substitute myself as attorney**. A substitute of attorney letter is required to be uploaded.

Figure 7. Substitute of Attorney Options

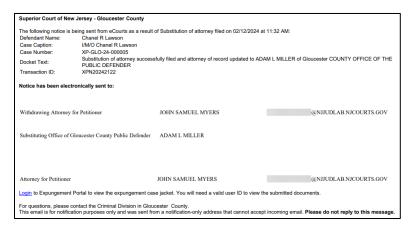


Once the document is uploaded, click "Confirm" and you'll navigate back to the Confirmation screen and will have the option to add another attorney or close the tile. A case jacket entry is added to the case jacket. An email notification is sent as well.

#### **Figure 8. Docket Text Entry**



#### **Figure 9. Notification Email**





## Attorney of Record Is Set When an Expungement Case is Submitted

The Attorney of Record will be set once a new petition is submitted except for Self-Represented Litigant's (Pro Se) submitted petitions. You can view the Attorney of Record on the Additional Details Modal.

Figure 10. Additional Details Modal



(Back)

## County and Central Public Defender Notification Emails

County and Central Public Defenders will receive an email when they file an expungement, when a petition is returned, and various events about the case. Notification emails will be stored in the Case Jacket to review. The following are the events that trigger an email notification:

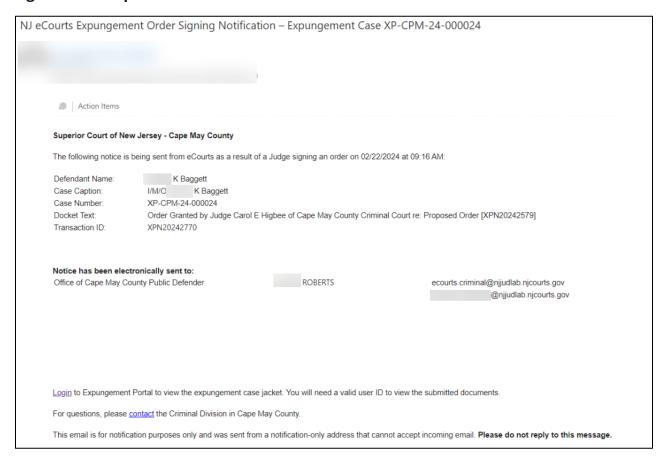
- Expungement Petition Filed or Revised
- Amended Expungement Petition is Filed or Revised
- Prosecutor submits a response to the Petition or an Amended Proposed Order
- Prosecutor returns the Petition to the Petitioner or an Amended Proposed Order
- Court Staff/Judge provides a Judicial Decision
- Court Staff/Judge provides a Granted Judicial Decision for Amended Order
- A Petition is Withdrawn
- Court Staff modifies the case status from "Pending Prosecutor review" to "Pending Petitioner Response"
- Court Staff modifies the case status from "Revised Petition Prosecutor Review" to "Pending Petitioner Response"
- Hearing Date Scheduled

Figure 11. Notification Text Entry on Case Jacket



An email is sent to you as well.

#### Figure 12. Sample Notification Email Order Granted Email



## Self-Represented Litigant's (Pro Se) Process Flow Updates

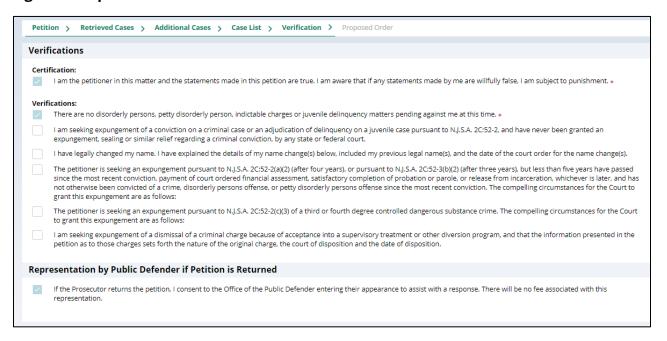
Self-represented litigants will now retain their submitted expungement petitions once returned by the Prosecutor, unless they consent to allow the County Public Defender to represent them on the expungement case. If a prosecutor returns the petition, the self-represented litigant will see the 'Open' button enabled and be able to work on the petition.

Figure 11. Pro Se will now see Open button in green.



On the Verification screen, a self-represented litigant will be able to select an option consenting to allow County Public Defender to handle the expungement petition if the petition is returned by the Prosecutor. By selecting the checkbox, the County Public Defender can assign themselves to the case if the petition is returned.

Figure 12. Updated Verification Screen



If the petition is returned, email notifications are sent to the corresponding County Public Defender's generic email as well as the self-represented litigant with the consent, either yes or no, and contact information so the County Public Defender can contact the user regarding their expungement petition.

## Figure 13. Email notification received for returned Pro Se initiated petition

Superior Court of New Jersey - Gloucester County			
The following notice is bei Defendant Name: Case Caption: Case Number:	Edward M Morrison I/M/O Edward M Morrison XP-GLO-24-000017	rosecutor Response on 02/12/2024 at 11:12 A	
Docket Text:	Petition for Expungement returned b XPN20242108]	y John Samuel Myers of Gloucester County P	Prosecutor's Office re: Petition for Expungement [
Transaction ID:	XPN20242112		
Notice has been electron	nically sent to:		
Office of Gloucester Coun	uty Public Defender	ADAM L MILLER	
Petitioner		Prose	@gmail.com
The following is OPD cor	nsent and Pro Se contact information	1:	
OPD Consent: Name: Phone Number: Email: Address:	Yes EDWARD M MORRISON  @gmail.com  123 Prose Lane, Testing, NJ, 123451234 United States		
Login to Expungement Po	rtal to view the expungement case jac	cket. You will need a valid user ID to view the	submitted documents.
	tact the Criminal Division in Glouceste n purposes only and was sent from a		ncoming email. Please do not reply to this message.

## *In Progress Workbasket Updates*

There are two new optional fields for the In Progress workbasket column display. Users will now be able to view the "Filer" and "OPD Consent" as columns on the workbasket.

Figure 14. New Workbasket Fields

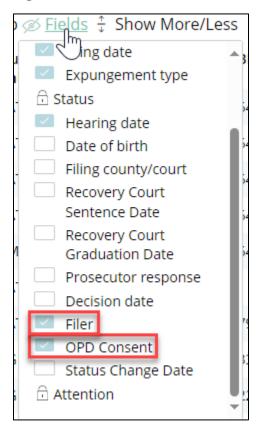


Figure 15. Fields added to the Columns of the Workbasket



Users will also be able to view the Attorney of Record by clicking on the Additional Details modal. The Attorney of record will be blank (if Pro Se Initiated and retained by Pro Se).

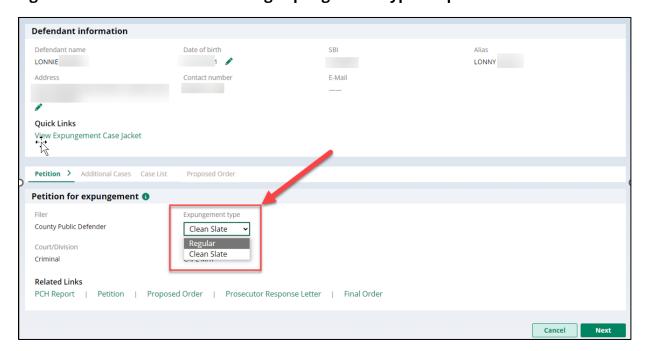
Figure 16. New Attorney of Record details on Additional Details Modal



## Amended Order Clean Slate and Regular Expungements

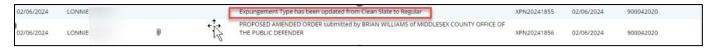
If a proposed amended order is initiated on a granted Clean Slate or Regular Expungement petition, you can now change the Expungement Type from Clean Slate to Regular and viceversa.

Figure 18. Amended Order showing Expungement Type Dropdown.



When the proposed amended order is submitted with updated Expungement Type, a case jacket entry is added indicating the change.

Figure 19. Docket Text entry showing Expungement Type change.





## eCourts Expungement System – Release Notes External 10/20/2023

## eCourts Expungement System Enhancements

Enhanced	Matched data from the Comprehensive Automated Probation System (CAPS) application will now display on the Proposed Order screen within the Financial Data section. For more information, click <a href="https://example.com/here-nation/here-nation">here-nation</a> .
Enhanced	When a Clean Slate or Regular Expungement type is in 'Pending Petitioner Response' status, petitioners will be able to modify the Expungement Type. For more information, click here.
Enhanced	A new statement has been added to the Verification screen. For more information, click <u>here</u> .
Enhanced	You can now select a date range when searching for cases by Status on the workbasket. For more information, click here.
Enhanced	When filing a Recovery Court expungement, if the graduation date is set prior to 04/18/2016, a Petition PDF will be generated along with the Proposed Order PDF. For more information, click <a href="https://example.com/here/">here</a> .

## CAPS Fees and Fines Data Displayed Within the Financial Data Section

The Expungement System has been updated such that probation fees and fines will be retrieved from the Comprehensive Automated Probation System (CAPS). The cases selected for expungement will be matched against the petitioner's information in CAPS and pulled into the Expungement System on the Proposed Order screen. Any unmatched CAPS information is displayed, and you'll still be able to add any additional CAPS/fees and fines information.

On the Proposed Order screen, there is a "Refresh" button that will retrieve any new CAPS data. The data should be reviewed for accuracy. The screen shot below shows that matched CAPS data was found associated with a selected case to be expunged.

Figure 1. Matched CAPS data found

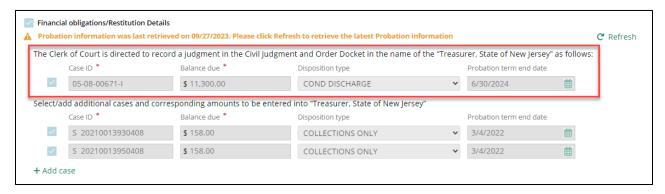
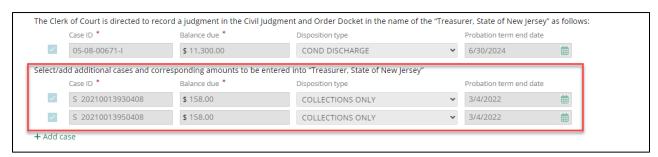


Figure 2 shows that CAPS data was found that may relate to the petitioner, but not matched to any selected cases.

Figure 2. Unmatched CAPS data found



# Petitioners Can Change the Expungement Type for Clean Slate and Regular Expungement Types

For a Regular or Clean Slate expungement that is returned by the Prosecutor and in the status 'Pending Petitioner Response', petitioners will be able to change the expungement type from regular to clean slate, or clean slate to regular.

If the order is changed from Clean Slate to regular, cases on the case list will be deselected by default.

If the order is changed from Regular to Clean slate, cases on the case list will be selected by default.

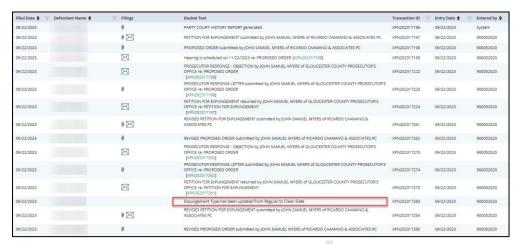
If an expungement type is changed from Clean Slate to Regular and vice versa, the Proposed Order PDF will reflect the appropriate expungement type.

Figure 3. Change from Clean Slate to Regular



A case jacket entry is added when the Expungement Type is updated.

Figure 4. Expungement Type change Case Jacket Entry



## New Verification Statement added for Supervisory treatment

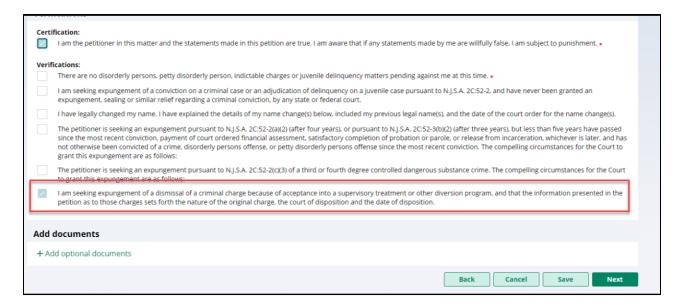
A new verification statement was added. This new statement appears at the bottom of the list. If selected the verification displays on the Petition PDF as well. Attorneys and Public Defenders see the following: "The petitioner is seeking expungement of a dismissal of a criminal charge because of acceptance into a supervisory treatment or other diversion program, and that the information presented in the petition as to those charges sets forth the nature of the original charge, the court of disposition and the date of disposition."

Figure 5. Verification Statement for Attorney and Public Defender

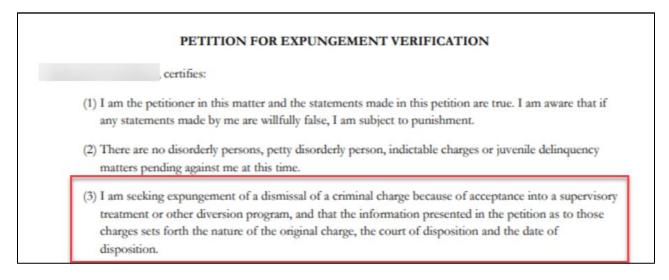
Verifi	Verifications		
Certif	fication:  I am the attorney for the petitioner. This verification reflects information provided by the petitioner, and information obtained from my own independent investigation. Not all of the information in this verification is from my own personal knowledge. *		
Verifi	cations:		
	There are no disorderly persons, petty disorderly person, indictable charges or juvenile delinquency matters pending against the petitioner at this time. *		
	The petitioner is seeking expungement of a conviction on a criminal case or an adjudication of delinquency on a juvenile case pursuant to N.J.S.A. 2C:52-2, and has never been granted an expungement, sealing or similar relief regarding a criminal conviction, by any state or federal court.		
	The petitioner had a legal name change. The details of the name change(s) below, included previous legal name(s), and the date of the court order for the name change(s).		
	The petitioner is seeking an expungement pursuant to N.J.S.A. 2C:52-2(a)(2) (after four years), or pursuant to N.J.S.A. 2C:52-3(b)(2) (after three years), but less than five years have passed since the most recent conviction, payment of court ordered financial assessment, satisfactory completion of probation or parole, or release from incarceration, whichever is later, and has not otherwise been convicted of a crime, disorderly persons offense, or petty disorderly persons offense since the most recent conviction. The compelling circumstances for the Court to grant this expungement are as follows:		
	The petitioner is seeking an expungement pursuant to N.J.S.A. 2C:52-2(c)(3) of a third or fourth degree controlled dangerous substance crime. The compelling circumstances for the Court to grant this expungement are as follows:		
	The petitioner is seeking expungement of a dismissal of a criminal charge because of acceptance into a supervisory treatment or other diversion program, and that the information presented in the petition as to those charges sets forth the nature of the original charge, the court of disposition and the date of disposition.		

Pro Se users see a modified statement: "I am seeking expungement of a dismissal of a criminal charge because of acceptance into a supervisory treatment or other diversion program, and that the information presented in the petition as to those charges sets forth the nature of the original charge, the court of disposition and the date of disposition."

Figure 6. Verification Statement for Pro Se



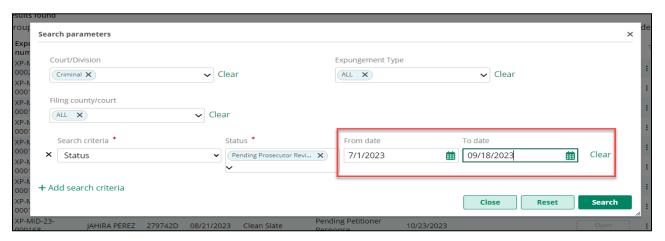
**Figure 7. Verification Statement on Petition PDF** 



## Workbasket Search by Status Will Include a Date Range Search

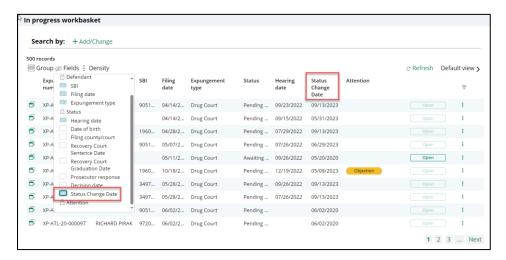
When selecting 'Status' as a search criterion on the In-Progress workbasket, you will see an option to set a "From date" and "To date." Upon setting the dates and clicking search, you will see expungement cases that turned into that status during the set date range. For example, below search results will show expungement cases that became 'Pending Prosecutor Response' from 07/01/2023 to 09/18/2023.

Figure 8. Search for Status in Date Range



A new column has been added with the addition to searching by the status date, the Status Change Date field. This displays the date in which a status was updated. From the workbasket you can sort, filter, and group by this field.

Figure . Status Change Date Field



# Petition PDF Generation for Recovery Court Expungements with Older Graduation Dates

A change to Recovery Court expungements has been added. When County and Central Public Defenders file Recovery Court expungements and the graduation date on or before 04/17/2016, a petition will be generated for the case.

**Note:** For Recovery Court cases with a graduation date on or after 4/18/2016, a petition PDF is not required and will not be generated.

Figure 10. Recovery Court Date Prior to 04/18/2016

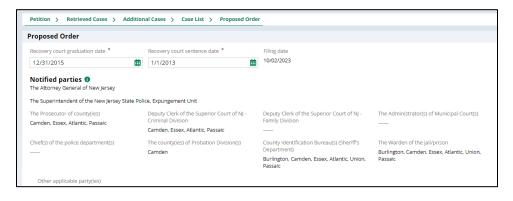
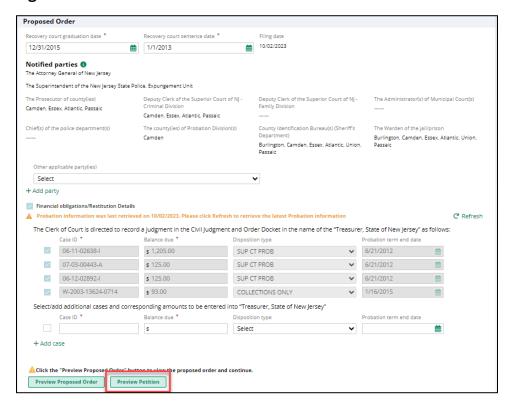


Figure 11. Preview Petition PDF Generated





## eCourts Expungement System – Release Notes External 07/21/2023

## eCourts Expungement System Enhancements

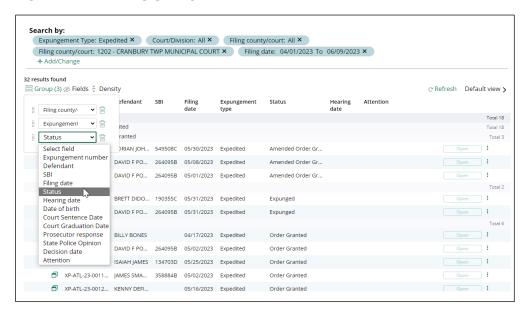
Enhanced	The In Progress Expungements, Expungement Notification, and Bulk Expungements workbaskets have been updated. You can now <b>Group By</b> , <b>add or remove fields</b> to the column, change the <b>Density</b> of the workbasket display and create, modify, and remove your <b>Views</b> . For more information, click <a href="https://example.com/here.">here.</a>
Enhanced	Expungement cases from the default workbasket and notification tasks from the default notification workbasket will be archived after a certain number of days from the date of the decision. For more information, click

## Workbasket Table Redesign

The In Progress Expungements, Expungement Notification, and Bulk Expungements Workbaskets have been updated. You can now **Group By**, **add or remove fields** to the column, change the **Density** of the Workbasket display and create, modify, and remove your **Views**. A new modal window displays the Additional Expungement data, such as Defendant DOB, Filing County/Court, and Decision date. All other functionality Remains the same.

For Groups, you can add up to three different field criteria to Group By. After selecting which fields to group by the workbasket updates showing the groupings and the totals on the right-hand side.

Figure 1 - Adding groups



To add more fields to your header display, click the "Fields" button and a drop down of fields displays. Some fields cannot be removed from the column selections and those are marked with a lock symbol. Those that aren't locked can be added or removed at any time.

Figure 2 - Adding Fields to the Grid



Density changes the row height. The choices are Short, Medium, Tall, and Full Content.

Figure 3 - Updating the Density



After making changes to how the Workbasket is Grouped, what fields, and the density, you can save the view. You can create a new view by clicking the Default View and selecting Save as new view. New views are saved in this spot to select. You can modify the view as well as delete it. The default view cannot be deleted.

Figure 4 - Saving the New View



Cases, Case List, and Initiate Expungement) as well. One notable change has been that the Additional changes have been made to the screen table flows (Retrieved Cases, Additional

🗇 , icon which when clicked expandable twisty has been replaced with the modal window, displays the existing fields in a modal window.

# (Back)

# Workbasket Default Display Update

default Notification workbasket will be archived after seven (7) days from the date of the decision. You will still be able to search for the archived cases based on certain conditions. Expungement cases from the default In-Progress workbasket and notification from the

For Pro Se users, cases will never be removed from the default workbasket.

Granted' or 'Amended Order Granted' will be removed from the default workbasket after 7 days. Private attorneys will still be able to search for cases filed by the firm. County Public Defenders and County Prosecutors will still be able to search for cases associated to their On the In-Progress workbasket, cases in 'Order Denied', 'Withdrawn', 'Dismissed', 'Order office. They will still be able to search for the cases statewide.

For County Public Defenders and County Prosecutors, cases in 'Order Denied', 'Withdrawn', 'Dismissed', 'Order Granted' or 'Amended Order Granted' will be removed from the default workbasket after 7 days. They will still be able to search for cases associated to their office. They will still be able to search for the cases statewide.

after the case is updated to 'Expunged', 'Reviewed' or 'Reviewed Vacated Order' status. They On the Notification workbasket, expungement notifications will be removed immediately can still be searched for indefinitely if they were received in their workbasket.

User Role	Number of days after which expungements in 'Withdrawn' or "Dismissed" or 'Order Denied' status is removed from default view	Number of days after which expungements in 'Order Granted' or 'Amended Order Granted' status is removed from default view	Search/filter archived case/task
Pro se Litigant	Never	Never	N/A
[In progress WB]			
Private	7 days after "Order	7 days after "Order	YES - Only filed by
Attorney/Attorney	Denied" or "Withdrawn"	Granted" or "Amended	the same firm
Designee		Order Granted"	
[In progress WB]			
Central Office Public			
Defender/Attorney	N/A	N/A	Yes - Statewide
Designee [Recovery			
Court exp type only]			
[In progress WB]			
County/Central Public	7 days after "Order	7 days after "Order	
Defender/Attorney	Denied" or "Withdrawn"	Granted" or "Amended	Yes - Statewide
Designee		Order Granted"	
[In progress WB]			
Prosecutor/Attorney	7 days after "Order	7 days after "Order	Yes - Statewide
Designee [In progress	Denied" or "Withdrawn"	Granted" or "Amended	Search all cases
WB]		Order Granted"	irrespective of
			status
	N/A	Immediately after	Yes - Only the
Prosecutor/Attorney		"Expunged" or	notifications
Designee		"Reviewed" or "Reviewed	received in your
[Notification WB]		Vacated Order"	workbasket
	N/A	Immediately after	Yes - Only the
Notified party		"Expunged" or	notifications
[Notifications WB]		"Reviewed" or "Reviewed	received in your
		Vacated Order"	workbasket

## View Notification Status Screen Update

The 'View Notification Status' option under the action menu has been renamed to 'View Notified Agencies' as shown below. This option is only available when the case is in Order Granted or Amended Order Granted status.

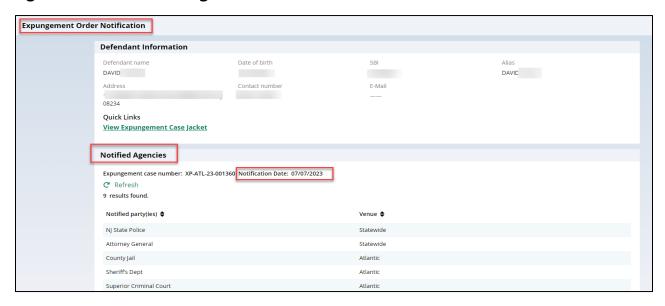
Figure 5 - View Notified Agencies



In the 'View Notification Status' window, the following changes were made:

- 'Notification Status' header has been renamed to 'Expungement Order Notification'.
- The 'Notification Status' header has been renamed to 'Notified Agencies'.
- The 'Status' column which showed whether a task was 'Pending' or 'Complete' will not be displayed anymore.
- 'Notification Date' will be displayed within the 'Notified Agencies' subheading. The displayed will be the last Decision Date when the order was made 'Order Granted' or 'Amended order Granted'.

Figure 6 - View Notified Agencies





## eCourts Expungement System – Release Notes External 05/12/2023

## eCourts Expungement System Enhancements

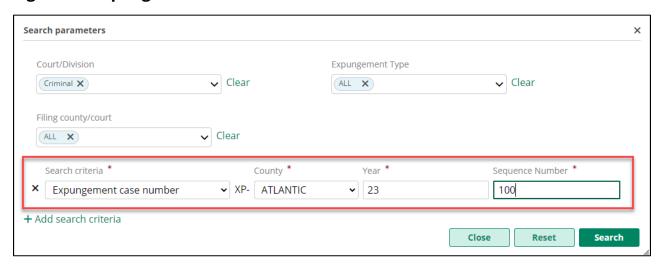
Enhanced	Expungement Case Number is available as a search criteria in the workbasket. For more information, click <a href="https://example.com/here.">here.</a>
Enhanced	Court staff/Judge can generate a dismissal order for an expungement petition/proposed order. For more information, click <a href="https://example.com/here.">here.</a>
Enhanced	Court staff/Judge can change an expungement petition status for certain statuses. For more information, click

## **Expungement Case Number Search**

You can now search by the Expungement Case Number. You can add this search criteria from the In Progress Expungements and Notifications Workbaskets.

Note: A self-represented litigant cannot search by case number

Figure 1 - Expungement Case Number Search



To search by the Expungement Case Number, you'll need to enter the county, the two-digit year, and sequence number.

Figure 2 - Expungement Case Number Results



## Court Staff Can Generate a Dismissal Order on an Expungement Petition

Court Staff and Judges are now able to **dismiss** petitions/proposed orders on any expungement type. When a petition is dismissed, a PDF version of the dismissal order is generated. A case jacket entry will be entered and the petitioner (self-represented litigant or private attorney) will receive an email notification.

## Figure 3 - Dismissal Order

#### PREPARED BY COURT

IN THE MATTER OF THE EXPUNGEMENT OF THE CRIMINAL/JUVENILE RECORDS OF DAVID F. POLEY



SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: XP-ATL-22-000236

Civil Action

ORDER OF DISMISSAL OF EXPUNGEMENT PETITION

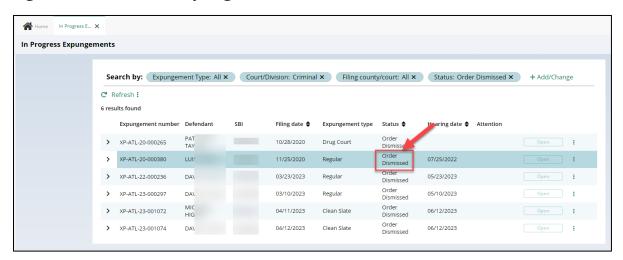
IT IS on this 20th day of April, 2023, ORDERED that the above-captioned matter is hereby dismissed.

Date: 04/20/2023 /s/ JUDGE BWILD

Figure 4 - Case Jacket entry



Figure 5 - Dismissed expungement in the workbasket



## **Expungement Petition Status Change**

Court Staff and Judges can now modify the **Case Status** when the Status is "Pending Prosecutor Review", "Revised Petition Prosecutor Review", "Pending Petitioner Response", and "Awaiting Judicial Decision".

Statuses can be updated as follows:

- From Pending Prosecutor Review, the status can be updated to Pending Petitioner Response or Awaiting Judicial Decision.
- From Revised Petition Prosecutor Review, the status can be updated to Pending Petitioner Review or Awaiting Judicial Decision.
- From Pending Petitioner Response, the status can be updated to Revised Petition Prosecutor Review or Awaiting Judicial Decision.
- From Awaiting Judicial Decision the status can be updated to Revised Petition Prosecutor Review, Pending Prosecutor Review or Pending Petitioner Response.

When Court staff changes the status, a case jacket entry will be added denoting the change. When the status is changed to Pending Petitioner Response, an email notification will be sent to the petitioner (private attorney or to the County Public Defender general mailbox if it was initiated by a self-represented litigant).

Figure 4 – Expungement case jacket entry of a case that had its status changed by court staff





## eCourts Expungement System – Release Notes External 03/17/2023

## eCourts Expungement System Enhancements

Enhanced	Petitioners can now file a Proposed Amended Order for granted expungement orders. For more information click here.
Enhanced	Court staff and Judges can vacate final expungement orders through the system. For more information click <a href="https://example.com/here.">here.</a>
Enhanced	The Preview Petition and Preview Proposed Order buttons have a new display on the Proposed Order and Prosecutor Response screens. For more information click <a href="https://example.com/here.">here.</a>

# Petitioners Can Now File a Proposed Amended Order for Granted Expungement Orders.

Petitioners can submit a proposed amended order from the In Progress Workbasket on any order that is in the **Order Granted** or **Amended Order Granted** status.

To submit an amended proposed order, click the ellipse on the expungement case with a status of Order Granted and select Amend Order. All expungement types - Regular, Clean Slate, Marijuana, Marijuana Decriminalization and Recovery Court can be amended.

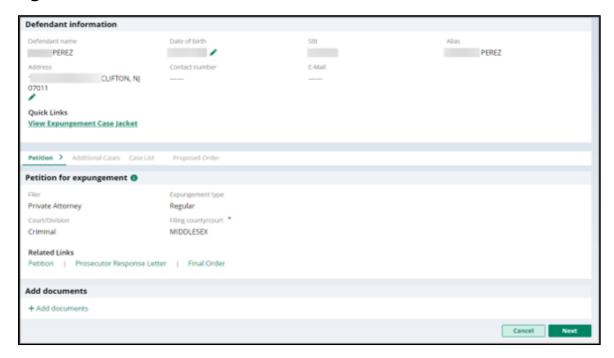
Search by: Expungement Type: All × Court/Division: Criminal × Filing county/court: All × Defendant name: perez × C Refresh : 4 results found Expungement number Defendant Filing date \$ Expungement type Status \$ Hearing date 
Attention Amended Order XP-MID-23-000052 PEREZ 02/28/2023 Regular 05/01/2023 Prosecutor Review XP-MID-23-000053 PEREZ 03/02/2023 Regular Order Granted 05/02/2023 View Expungement Case Jacket Amended XP-MID-23-000065 03/08/2023 Recovery Court 05/08/2023 Order Granted View Notification Status Amended Amend Order Order XP-MID-23-000064 PEREZ 03/08/2023 Regular 05/08/2023

Petitioner Response

Figure 1 - Accessing the Amend Order feature

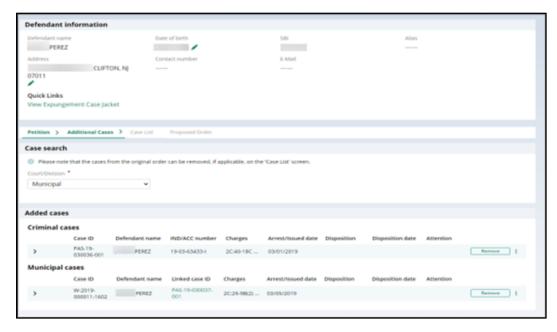
The Amend Order process is similar to the original order flow, showing the Petition, Additional Cases, Case List, and Proposed Order screens. The Retrieved Cases and Verification screens are not a part of the amend order process. Most of the screens will be prepopulated with the information from the original expungement and non-editable.

Figure 2 - Petition Screen for Amend Order



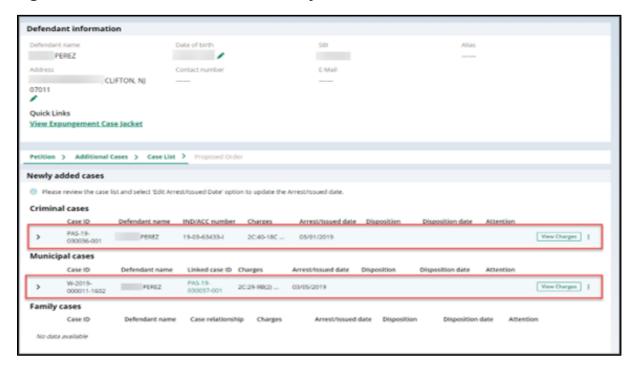
New cases can be added to the expungement order on the **Additional Cases** screen.

Figure 3 - Additional Cases Screen



These added cases will be displayed on the **Newly added cases section on** the Case List screen.

Figure 4 - Case List Screen with Newly Added Cases



The Case List screen will also display the **Cases from latest order** which displays all the cases included in the original expungement. You can de-select a case to remove it from the Amended Order by checking or unchecking the case from the list.

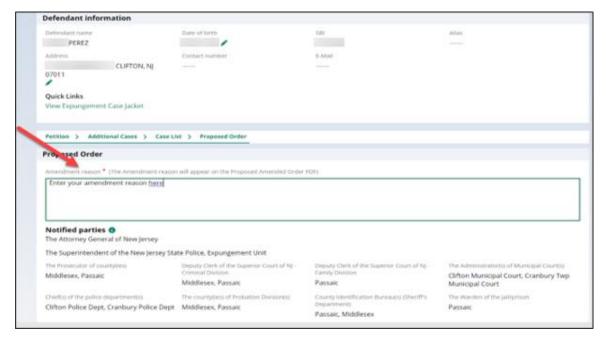
Figure 5 – Cases from latest order. Unchecking cases removes them from the Amended Order



Unchecked cases will be removed from the proposed amended expungement order but can be added back if the proposed amended order is returned to you (the petitioner). The expungement types this applies to are **Regular**, **Clean Slate**, and **Recovery Court**. **Marijuana** and **Marijuana Decriminalization** expungements follow the original flow and are submitted to the Court without Prosecutor review.

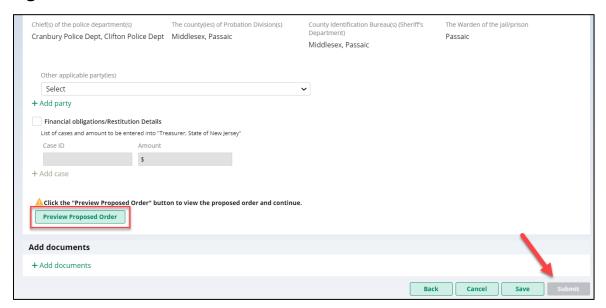
The **Proposed Order** screen displays a new field for the **Amendment Reason**. The Amendment Reason text must be added and will be displayed on the Proposed Amended Order PDF. Notified agencies from prior order as well as parties/agencies from the newly added cases will be displayed under listed Notified agencies, but additional Notified agencies can be added manually by using "Other applicable party(ies)" option. Financial obligations/Restitution Details can also be added as applicable.

**Figure 6- Proposed Order Screen** 



To submit the Amendment, you'll have to click the Preview Proposed Order button to enable the Submit button.

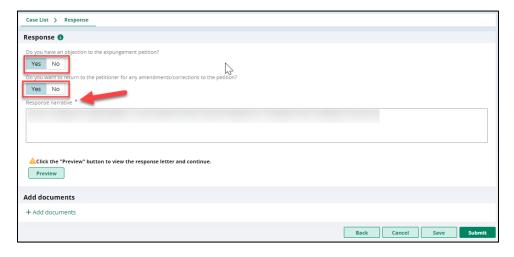
### Figure 7 - Submit Amendment Order



After submission, the status will change to Amended Order Prosecutor Review, or Amended Order Judicial Decision (for Marijuana and Marijuana Decriminalization expungement types only). When you save an Amend Order without submitting, the status changes to Draft Amended Order. If an Amend Order is returned by the Prosecutor, the status will change to Amended Order Petitioner Response. Once an Amend Order is granted the status will update to Amended Order Granted.

An additional status of Amended Order Prosecutor Review is added to the County Prosecutor's workbasket. The process is the same as the normal expungement petition filing process. County Prosecutors will see the Case List screen and Response screen. Prosecutors can object to the Amended Order and add comments on charges. The Response narrative field becomes mandatory if an objection is entered and/or if the petition is being returned to the petitioner.

Figure 8 - Prosecutor Response Screen with Mandatory Response narrative



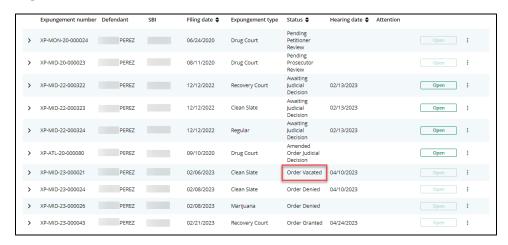
**Figure 9 - Amend Order Statuses** 



### Vacated Expungement Orders

Court staff and Judges can vacate final expungement orders through the system. When an order to vacate is generated, the expungement case status will be updated to **Order Vacated**. If a new order is generated thereafter, the vacated order will be overwritten with a new status (example: **Order Granted**).

Figure 10 - Order Vacated on WB

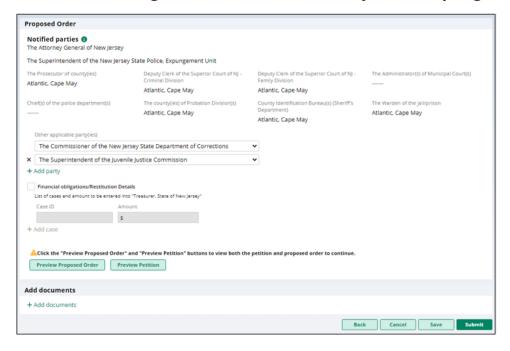


### Proposed Order and Prosecutor Response Screen Updates

The Proposed Order screen has been updated such that the Preview Proposed Order and Preview Petition buttons are moved to a new location on the screen. The buttons are required and the "Submit" button will remain greyed out until the button(s) are clicked.

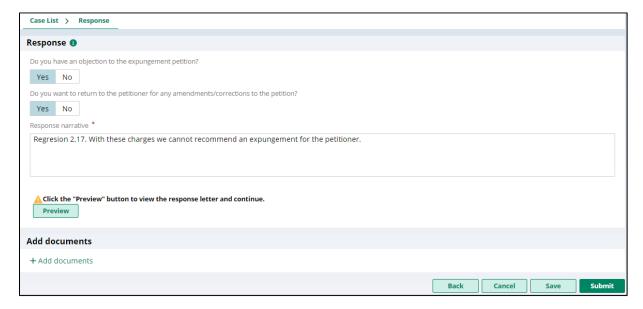
On a Regular, Clean Slate, and Recovery Court expungement, both Preview Proposed Order and Preview Petition buttons are required.

Figure 11 - Preview Proposed Order and Preview Petition buttons Proposed Order Screen (Regular, Clean Slate, Recovery Court Expungements)



The Preview button has also been moved on the Prosecutor's Response screen and it is required to submit the expungement.

Figure 12 - Screen UI Prosecutor Response Screen





## eCourts Expungement System – Release Notes External 09/23/2022

## eCourts Expungement System Enhancements



Drug Court expungement type has been changed to Recovery Court. For more information click <a href="https://example.com/here.">here.</a>

### Drug Court Expungement Type Has Been Changed to Recovery Court

The **Drug Court** expungement type has been changed to **Recovery Court**. This change will be applicable on all newly created cases. Existing cases will still display as **Drug Court** as the expungement type.

Search options for both **Drug Court** and **Recovery Court** will be available in the In-Progress Expungement and the Expungement Notifications tiles.

Figure 1 - Initiate a Recovery Court Expungement Case

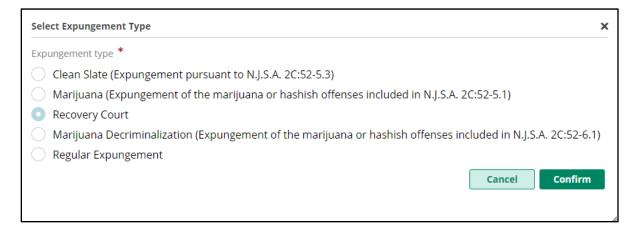
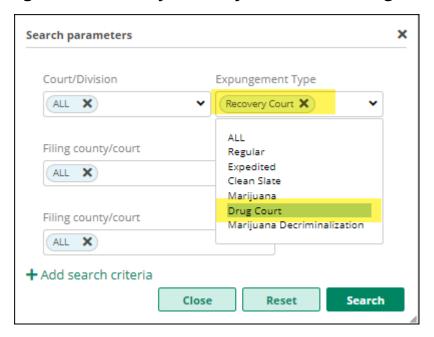


Figure 2 - Search by Recovery Court and/or Drug Court



Drug Court graduation date and sentence date fields have been changed to Recovery court graduation and sentence date on several screens.

Figure 3 - Proposed order Screen

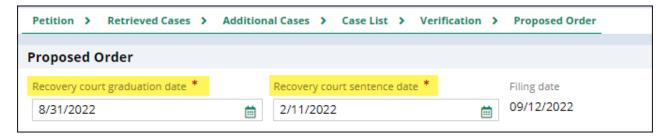
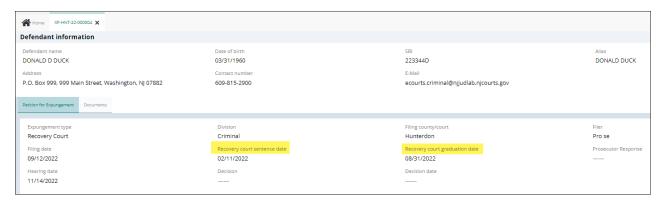


Figure 4 - Workbasket screen expandable information section order



### Figure 5 - Case Jacket Petition for Expungement





## eCourts Expungement System – Release Notes External 08/12/2022

## eCourts Expungement System Enhancements



A Hearing Date will be automatically set when certain expungement petitions are submitted. For more information click here.

# A Hearing Date Will Be Automatically Set When Certain Expungement Petitions are Submitted

A hearing date will automatically be set when a Recovery Court, Regular or Clean Slate expungement petition/proposed order is submitted by a petitioner.

The hearing date will be set to a business day 60 days after the filing date. The hearing date **will not** be added to a calendar (ECS).

**Note:** The initial hearing date is calculated one day after the filing date + 60 days. It cannot fall on a weekend or Judicial holiday.

Court Staff will have the ability to reschedule the hearing date as needed.

The **Actual Hearing Date** label has been changed to read-only field **Hearing Date** on the Judicial Decision screen.

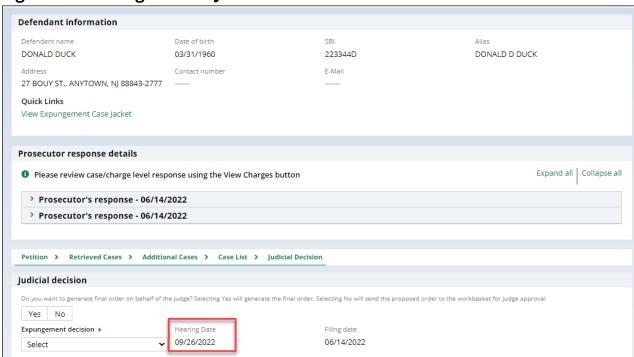


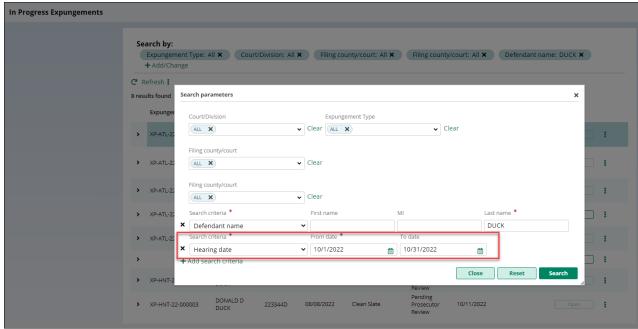
Figure 1 - Hearing Date on Judicial Decision screen

A **Hearing date** column will be displayed on the In Progress work basket and has been added to the workbasket search criteria.

Figure 2 - Hearing Date displayed in In-Progress WB

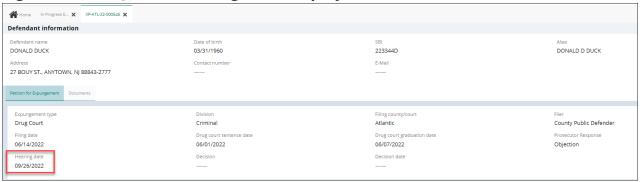


Figure 3 – Hearing Date Search Criteria for the In-Progress WB

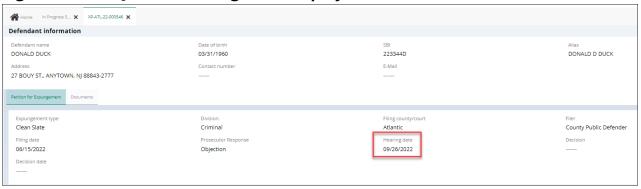


Case Jacket entries will be added when **Hearing date** is initially set or each time it's rescheduled.

Figure 4 - Case Jacket Hearing Date Display



#### Figure 5 - Case Jacket Hearing Date Display



Email notifications will be sent to the self-represented litigant and/or private attorney filer when the Hearing date is initially set and any time it is rescheduled by Court Staff.

### Figure 6 - Hearing Scheduled email

Superior Court of New Jersey - eCourts

The following notice is being sent from eCourts on 08/08/2022 at 11:50 AM:

Donald D Duck Defendant Name:

 Case Caption:
 STATE OF NEW JERSEY VS. Donald D Duck

 Case Number:
 XP-HNT-22-000003

 Docket Text:
 Hearing is scheduled on 10/11/2022 re: PROPOSED ORDER \_re: XPN20227811

 Transaction ID:
 XPN20227812

Your petition has been received and filed. Pursuant to 2C:52-9 a hearing has been ordered for October 11, 2022 (60 days from filing). You must contact the Hunterdon County expungement unit prior to appearing in court.

Notice has been electronically sent to:

Attorney for Petitioner Donald D Duck

Attytest2 M Attytest2

ecourts.criminal@njjudlab.njcourts.gov

Login to Expungement Portal to view the expungement case jacket. You will need a valid user ID to view the submitted documents.

For questions, please contact the Criminal Division in Hunterdon County.

This email is for notification purposes only and was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.



## eCourts Expungement System – Release Notes External 07/11/2022

## eCourts Expungement System Enhancements

Enhanced	County Prosecutors can return the petition and proposed order back to the petitioner. For more information click <a href="https://www.nee.gov.&lt;/th&gt;&lt;/tr&gt;&lt;tr&gt;&lt;th&gt;Enhanced&lt;/th&gt;&lt;th&gt;Petitioners can submit a Revised Petition/proposed order when a Prosecutor returns the case back to the petitioner. For more information click &lt;a href=" https:="" th="" www.new.new.new.new.new.new.new.new.new.<=""></a>
Enhanced	When a petitioner submits a revised petition/proposed order after it was returned to by the Prosecutor, the existing notification on the workbasket is set to 'Revised Petition'. For more information click <a href="https://example.com/here.">here.</a>

# County Prosecutors Can Return the Petition and Proposed Order Back to the Petitioner

The Prosecutor Response tab has been updated where the Prosecutor is presented with two questions that allows them to send the case back to the petitioner for revision or send along to the Court with their response letter.

The following questions are presented:

- Do you have an objection to the expungement petition?
- Do you want to return to the petitioner for any amendments/corrections to the petition?

The questions provide the Prosecutor with several options on how to proceed.

Figure 1 - Prosecutor objects and returns to Petitioner



Figure 2 - Prosecutor has no objection and returns to Petitioner for revision

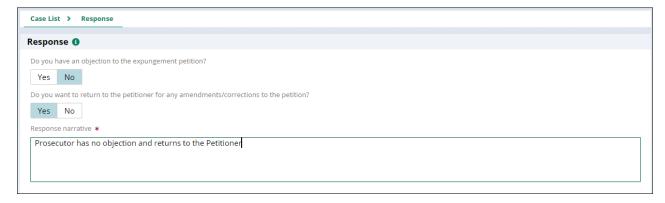


Figure 3 - Prosecutor objects and submits to the Court



Figure 4 - Prosecutor has no objection and submits to the Court



On the Case List screen via the "View Charges" button, additional cases details can be entered. This screen now allows Petitioners to add Additional case details and Prosecutors to add Prosecutor Responses that will be displayed in the Case response history section.

A Prosecutor can select charge(s) by checking the checkbox's next to the charge and entering a response in the **Prosecutor Response** field.

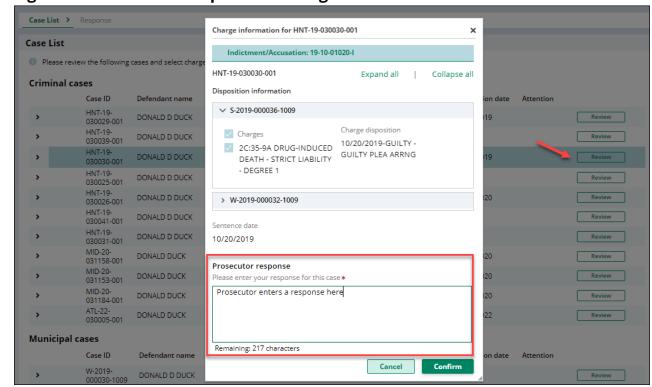


Figure 5 - Prosecutor response in Charge Information window

A **Case response history** section is displayed if prior case responses were submitted. All previously submitted Additional Case Details entered by the petitioner and the Prosecutor responses are displayed. The responses are displayed in chronological order with the earliest one on top and most recent entry last.

The system also displays who submitted the entry with a timestamp.

A Prosecutor Response Letter is generated, added to the case jacket and email notifications are sent to the petitioner whenever the Prosecutor returns an expungement case to the petitioner, objects to the petition or both.

The Prosecutor Response Letter will generate with all case/charge selections that were entered on the View Charges screen. When the petitioner has made proper revisions, be sure to **deselect** the charge that was initially marked for review.

Figure 6 - Case Jacket - Prosecutor returns to Petition no objection example



Once the petitioner resubmits the case back to the Prosecutor, the status will change to 'Revised Petition Prosecutor Review.'

Figure 7 - Case with status of 'Revised Petition Prosecutor Review'



### Petitioner Response Submission Process

When the Prosecutor returns a case to the petitioner the case status will be 'Pending Petitioner Response'. The 'Open' button is enabled for the private attorney or County Public Defender.

**Note:** Self-represented litigant initiated cases are sent to the County Public Defender for response and processing when a Prosecutor returns the case to the petitioner. The self-represented litigant can review the case on the case jacket only.

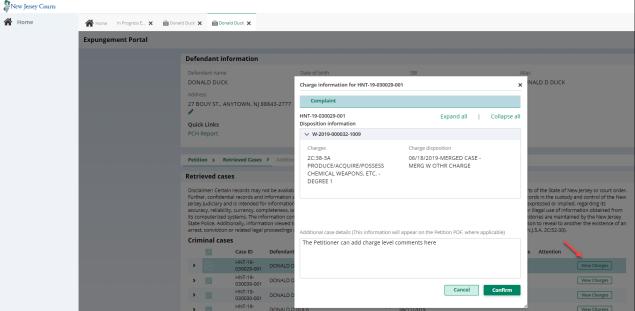
Figure 8 - Case with status of 'Pending Petitioner Response'



The petitioner will go through the screens similar to how the initial petition was submitted.

Petitioners can add additional case details to the petition and send that information to the Prosecutor and Court. They will click the "View Charges" button on the **Retrieved Cases** and the **Case List** screens to open the Charge information window. Here, petitioners will be able to add **Additional case details** that will be displayed to in the **Case response history** section.

Figure 9 - Petitioner enter additional case details A Home ↑ Home In Progress E... X ☐ Donald Duck X ☐ Donald Duck X



Additional case details that are added by the petitioner are displayed on the system generated Petition (PDF document).

#### Figure 10 - Additional case details displayed in the Petition PDF

#### MyProSE User

P.O. Box 999 999 Main Street Washington, NJ 07882 PHONE: (609) 815-2900

IN THE MATTER OF
THE EXPUNGEMENT OF
THE CRIMINAL/JUVENILE RECORDS OF
DONALD DUCK

SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: --

Civil Action

PETITION FOR EXPUNGEMENT

The petitioner, DONALD DUCK A.K.A. Donald D Duck born March 31, 1960, SBI\* number 223344D, residing at P.o. Box 999, 999 Main Street, Washington, NJ 07882 is seeking an expungement.

(1) Petitioner was arrested/taken into custody on 06/09/2019 for:

Promis/Gavel case details

HNT-19-030029-001

**Hunterdon County** 

W-2019-000032-1009

N.J.S.A. 2C:38-3A PRODUCE/ACQUIRE/POSSESS CHEMICAL WEAPONS, ETC. - DEGREE 1

Disposed on 06/18/2019

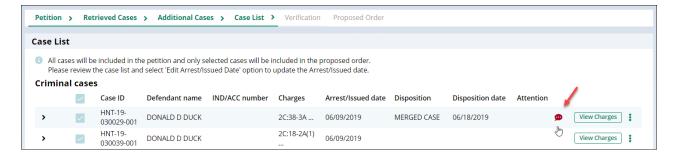
MERGED CASE - MERG W OTHR CHARGE

Additional case details

Pro Se Petitioner can add charge level comments here

On the Case List screen, when there is a Prosecutor objection on a particular case, a red callout icon displays on the case. To review the objection notes, petitioners will click the 'View Charges' button.

Figure 11 – Red callout icon identifies 'Additional case details' have been entered



A **Case response history** section is displayed if prior case responses were submitted. All previously submitted Additional Case Details entered by the petitioner and the Prosecutor responses are displayed. The responses are displayed in chronological order with the earliest one on top and most recent entry last.

The system also displays who submitted the entry with a timestamp.

Figure 12 - Charge Information screen with Case Response history displayed Charge information for HNT-19-030029-001 HNT-19-030029-001 Expand all Collapse all Disposition information W-2019-000032-1009 Charge disposition Charges 2C:38-3A 06/18/2019-MERGED CASE -MERG W OTHR CHARGE PRODUCE/ACQUIRE/POSSESS CHEMICAL WEAPONS, ETC. -DEGREE 1 Case response history Expand all Collapse all Petitioner's additional case details - 06/13/2022 > Prosecutor's response for this case - 06/13/2022 > Petitioner's additional case details - 06/13/2022 Prosecutor's response for this case - 06/13/2022 Prosecutor second objection Submitted by Prosecutor: ATTYTEST2 M ATTYTEST2 at 06/13/2022 03:35 PM Additional case details (This information will appear on the Petition PDF, where applicable) County Public Defender adds case details here to communicate to the Prosecutor

Confirm

Cancel

Once the petitioner resubmits the case back to the Prosecutor, the status will change to 'Revised Petition Prosecutor Review.'

Figure 13 - Case with status of 'Revised Petition Prosecutor Review'

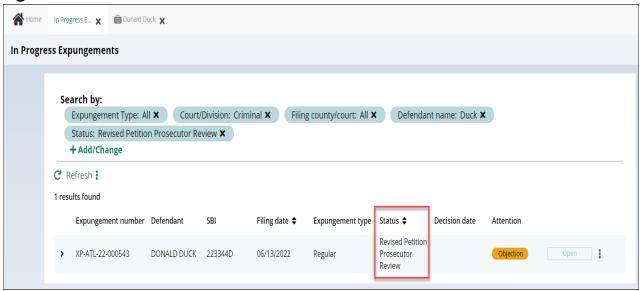
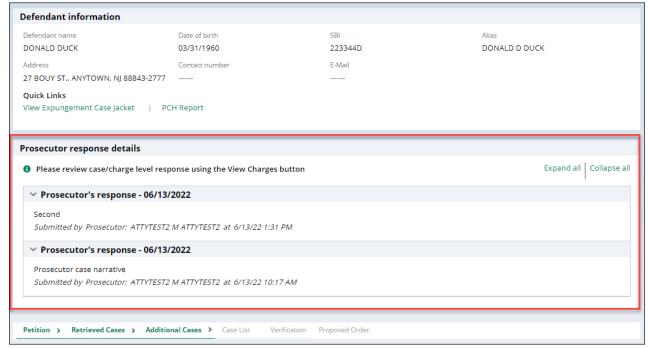


Figure 14 - Case Jacket example after Petitioner resubmits revised petition



A **Prosecutor Response details** section will display under the **Defendant Information** section detailing all historical responses.

Figure 15 - Prosecutor response details



#### **Petitioner Can Submit Revised Petition to Court**

When a prosecutor returns an expungement case back to the petitioner for third time, the petitioner has the option to either send the expungement case back to the Prosecutor or to the Court.

On the **Proposed Order** screen, the petitioner can select 'Submit to the Court' and the case status will be updated to 'Awaiting Judicial Decision.'

Selecting 'Submit to the prosecutor' will send the case back to the Prosecutor with a status of 'Revised Petition Prosecutor Review.'

Figure 16 - Petitioner submit option after third prosecutor return

Proposed Order	
Filing date	
06/21/2022	
The Prosecutor has returned the petition more than once. You now have the option to submit the petition to the court for review. *	
Submit to the court	
Submit to the prosecutor	

### Notification Status Update When Petitioner Revises a Petition

When a petitioner submits a revised petition/proposed order after it was returned to by the Prosecutor, the existing notification on the workbasket is set to '**Revised**' **Petition**'. This is applicable for all notified agencies.

Figure 17 - Notification task status set to revised





## eCourts Expungement System – Release Notes Internal 03/21/2022

## eCourts Expungement System Enhancements



Attorneys can now authorize a non-attorney user as a designee. The designee will have the same access as the attorney in the Expungement System. For more information click <a href="https://example.com/here.com/

### Attorneys Can Now Authorize a Non-Attorney User As a Designee

Attorneys (Private Attorney, Public Defender, Prosecutor, Attorney General) have an option to authorize a non-attorney as a designee within Attorney Registration and Payment application. Once added, the designee will have the same access as that of the attorney for the Expungement System.

**Note:** For information on how to authorize another user as a designee refer to this link - <u>How to Authorize a Designee (njcourts.gov)</u>

When a designee logs in, they are given the option to login as themselves or as a designee for an attorney.

By clicking "Myself," a user can login as themselves. Selecting this option will allow a user to file documents to the court on their own behalf.

By clicking "**Someone else**," a user is given the option to login as an attorney.

**Note**: A user can be authorized as a designee for more than one attorney.

Continue

New Jersey Courts - Portal Home Page

eCourts designee

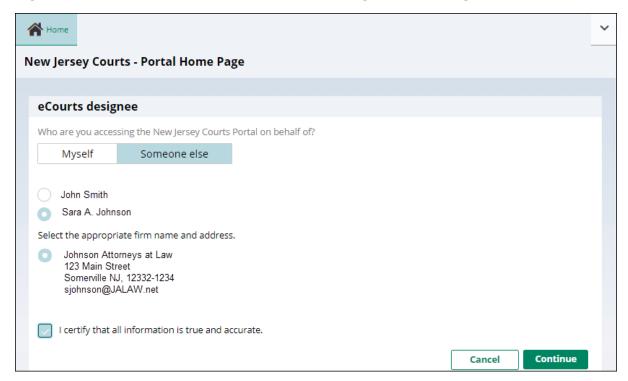
Figure 1 – A user Clicks "Myself" to log in as themselves

Who are you accessing the New Jersey Courts Portal on behalf of?

Someone else

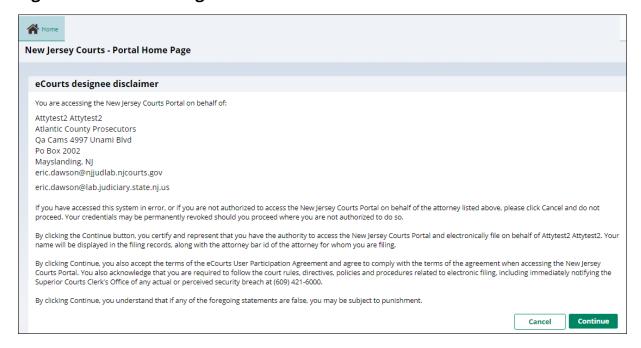
Myself

Figure 2 - A user Clicks "Someone else" to log in as a designee



Verify the disclaimer has been acknowledged by clicking **Continue** 

Figure 3 - eCourts designee disclaimer



The Portal Home Page will display the application tiles the attorney has access to. The attorney's name and firm are displayed on the top right of the screen.

The designee can now perform all the same functions and activities as the attorney.

Figure 4 - Portal Home page as designee

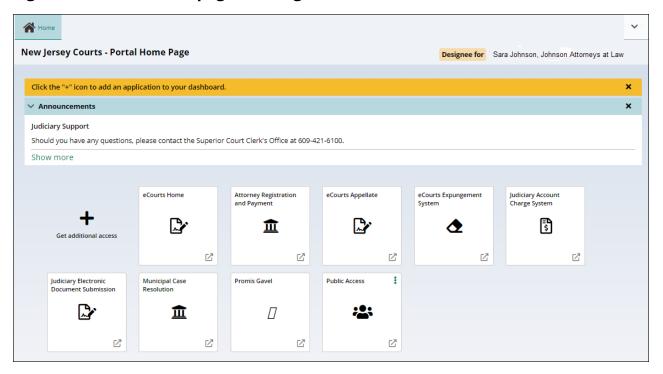


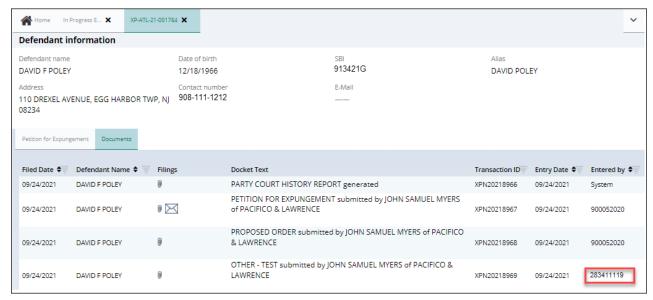
Figure 5 - Expungement Home Page as designee



All Petitions and Orders will display the attorney's name and address for which the designee signed in on behalf.

Entries added to the expungement case jacket, the 'Entered by' column will display the designee's user ID.

Figure 6 - Case Jacket 'Entered by' contains designee user ID





# eCourts Expungement System – Release Notes External 02/18/2022

### eCourts Expungement System Enhancements

Enhanced	Charge information pop-up window has been added to the Retrieved Cases and Case List screen that will display all the
	charges, dispositions and sentencing information on a case. For more information click <u>here.</u>
Enhanced	Disposition and Sentence information has been added to the Petition PDF and the format and display of the petition, proposed order and final order PDFs have also been updated. For more information click <a href="https://pees.com/here">here</a> .
Enhanced	Court Staff and Prosecutor can search for withdrawn cases. For more information click <u>here</u> .
Enhanced	County Public Defenders can withdraw and search for withdrawn cases filed by self-represented litigants. For more information click <a href="https://example.com/here">here</a> .

# Charges, Dispositions and Sentencing Information for a Case will now display on the Charge Information Window

A new **Charge information** pop-up window has been added to the Retrieved Cases and Case List screens and will display charges, sentence information and disposition information on a case and allow additional comments to be added to the expungement case.

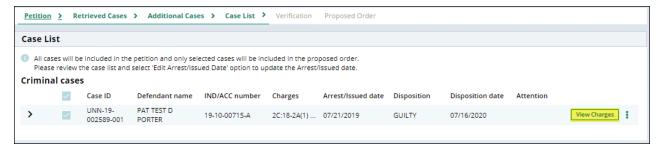
The screen is available for each case the system retrieves or is added by the petitioner - Criminal, Municipal or Family.

Click the "View Charges" button (formerly the "Review" or "Modify" button) on the Retrieved Cases and the Case List screens to open the Charge information window.

Figure 1 - View Charges button on the Retrieved cases screen

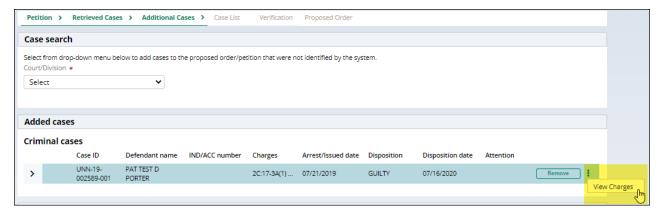


Figure 2 - View Charges button on the Case List screen



The "View Charges" function is also available on the Additional Cases screen by clicking the three dots to the extreme right to access the action menu.

Figure 3 - Charge Information from the Additional Cases screen



For Criminal cases, charges will display within separate tabs for each charging document. Within each tab the charges are displayed by each **Complaint Number** in an expandable section. Each case could have up to 3 charging document tabs: **Indictment/Accusation, Complaint**, and **Disorderly Persons**.

**Note:** Superseding Indictment, Direct Indictment, Indictment, Superseding Accusation and Accusation charging document charges are all group together in the **Indictment/Accusation** tab.

Click on the **Complaint Number** row to view the charges, disposition and disposition date for that specific complaint.

Sentence information on a Criminal case will display after the Disposition information section.

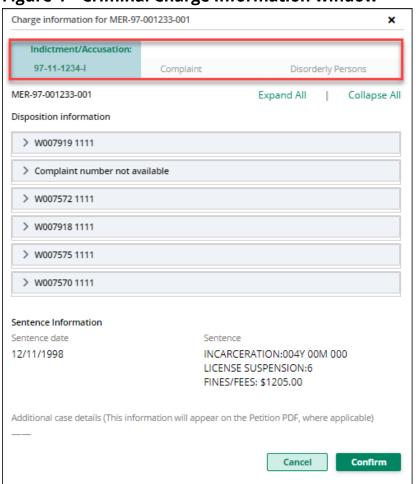
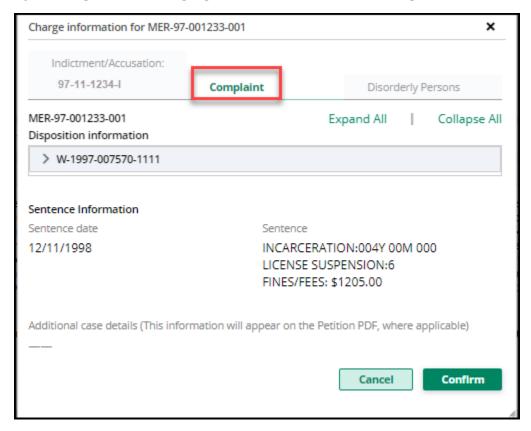


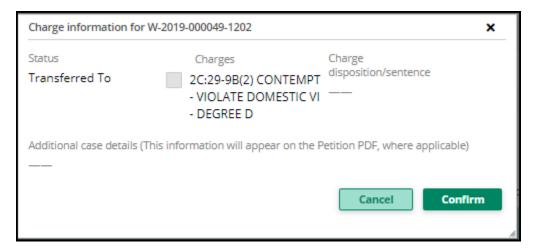
Figure 4 - Criminal Charge Information window

By clicking on the charging document tab name, charge information is displayed.



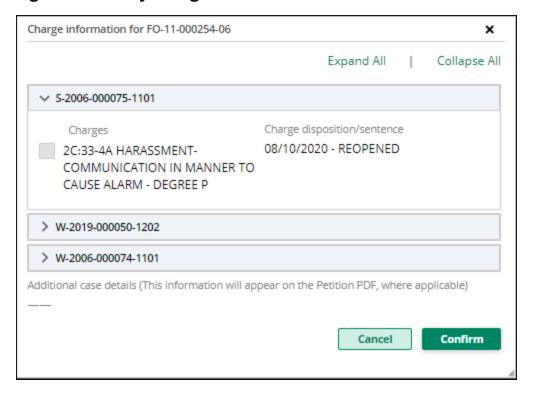
For Municipal cases, the **Charge information** window will include the complaint number and charge disposition and sentence.

Figure 5 - Municipal Charge information window



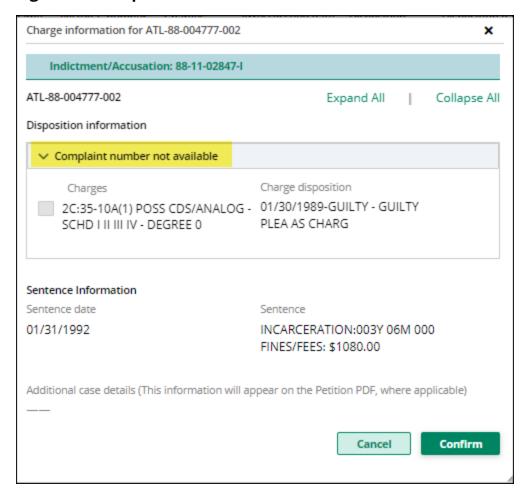
For Family cases, the **Charge information** window is displayed with separate expandable sections for each **Complaint Number.** 

Figure 6 - Family Charge information window



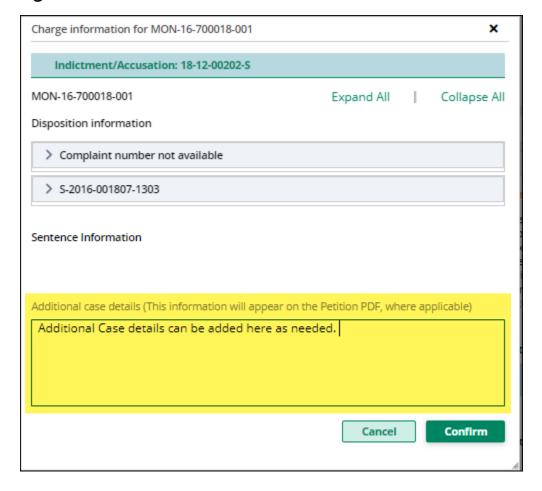
If a **Complaint Number** is not on a charge in Promis/Gavel for a Criminal case, message "**Compliant number not available**" will display.

Figure 7 - Compliant number not available



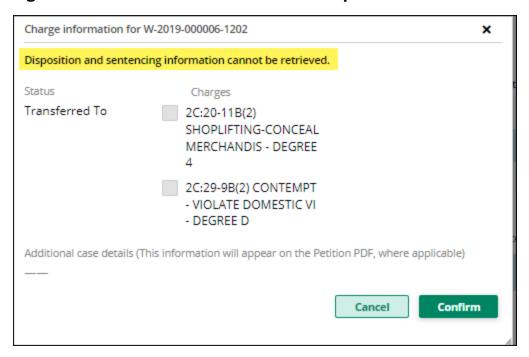
On the **Charge Information** window, an "**Additional case details**" section is available for Petitioners, Prosecutors and Court Staff. The field can be used to enter information about the case and charges. The text entered will appear on the Petition PDF.

Figure 8 - Additional Case details field



For Expungements already in-progress prior to this update, disposition and sentencing information will not be displayed on the **Charge Information** window.

Figure 9 - Information screen without Disposition or Sentence information



### Disposition and Sentence Information Has Been Added to the System-Generated Petition and Format Updates to the Proposed/Final Order

The Petition PDF has been updated to include charge disposition and sentence information for each case on the petition.

In addition, the format and display of the petition, proposed order and final order PDFs have also been updated. The system generated document will display a case list with cases displayed by case type/division – Promis/Gavel cases, ACS Cases and FACTS cases. The case list will also display the linked complaint, FACTS docket number, indictment/accusation number to the primary case.

For Criminal cases (Promis/Gavel), charges will be displayed in the order of highest to lowest charging document – Indictment/Accusation, Complaint, and Disorderly Person.

Additional case details entered by the petitioner on the Charge information pop-up window will also display on the PDF.

#### Figure 14 - Example of the Petition PDF Criminal case details

(12) Petitioner was arrested/taken into custody on 04/17/2020 for: Promis/Gavel case details MID-20-031119-001 Middlesex County W-2020-000303-1214 N.J.S.A. 2C:12-1.1 KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI -DEGREE 3 N.J.S.A. 2C:41-2A RACKETEERING-INVEST INCOME FROM PROHIBITED ACTIVITIES -DEGREE 2 N.J.S.A. 2C:35-10.5A(4) PRESC/LEGEND DRUGS-DISTRIBUTE OR POSSESS 100+ DOSES -DEGREE 2 W-2020-000303-1214 N.J.S.A. 2C:13-3 FALSE IMPRISONMENT - DEGREE D ACS case details W-2020-000303-1214 **New Brunswick City** MID-20-031119-001 N.J.S.A. 2C:13-1B(4) KIDNAPPING-DEPRIVE PARENT, ETC - DEGREE 1 N.J.S.A. 2C:13-3 FALSE IMPRISONMENT - DEGREE D N.J.S.A. 2C:41-2A RACKETEERING-INVEST INCOME FRO - DEGREE 2 N.J.S.A. 2C:35-10.5A(4) PRESC/LEGEND DRUGS-DISTRIBUTE - DEGREE 2

#### Figure 15 - Example of the Petition PDF ACS and FACTS case details

ACS case details

W-2019-000002-1202 Cranbury Twp

MID-19-030085-001

N.J.S.A. 2C:20-11B(3) SHOPLIFTING-REM/ALTER TAG/BUY - DEGREE 4

Disposed on 06/01/2020 Guilty

N.J.S.A. 2C:29-9B(2) CONTEMPT - VIOLATE DOMESTIC VI - DEGREE D

Disposed on 06/01/2020 Guilty

Sentence information

06/01/2020 PROBATION: 5 DAYS FINES/FEES: \$5.00

#### Additional case details

(This is a sample of user-entered text. Any text entered in 'Additional case details' section would be displayed here. User can enter any relevant text in this area to provide more information to the prosecutor/court staff/judge.)

#### FACTS case details

FO-12-000001-19 Middlesex County

W-2019-000002-1202

 $\rm N.J.S.A.~2C:29-9B(2)$  CONTEMPT - VIOLATE DOMESTIC VIOLENCE RESTRAINING ORDER - DEGREE D

Disposed on 2/21/19 ACTIVE

 $\rm N.J.S.A.~2C:20\text{-}11B(3)$  SHOPLIFTING-REM/ALTER TAG/BUY FOR LESS-RET VAL 200-499 - DEGREE 4

Disposed on 2/21/19 ACTIVE

#### Additional case details

(This is a sample of user-entered text. Any text entered in 'Additional case details' section would be displayed here. User can enter any relevant text in this area to provide more information to the prosecutor/court staff/judge.)

#### Figure 16 - Example of the Order PDF case detail updates

(12) Petitioner was arrested/taken into custody on 04/17/2020 for:

#### Promis/Gavel case details

MID-20-031119-001

Middlesex County

W-2020-000303-1214

N.J.S.A. 2C:12-1.1 KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI - DEGREE 3  $\,$ 

N.J.S.A. 2C:41-2A RACKETEERING-INVEST INCOME FROM PROHIBITED ACTIVITIES - DEGREE  $2\,$ 

N.J.S.A. 2C:35-10.5A(4) PRESC/LEGEND DRUGS-DISTRIBUTE OR POSSESS 100+ DOSES - DEGREE 2

W-2020-000303-1214

N.J.S.A. 2C:13-3 FALSE IMPRISONMENT - DEGREE D

#### ACS case details

W-2020-000303-1214

New Brunswick City

MID-20-031119-001

N.J.S.A. 2C:13-1B(4) KIDNAPPING-DEPRIVE PARENT, ETC - DEGREE 1

N.J.S.A. 2C:13-3 FALSE IMPRISONMENT - DEGREE D

N.J.S.A. 2C:41-2A RACKETEERING-INVEST INCOME FRO - DEGREE 2

N.J.S.A. 2C:35-10.5A(4) PRESC/LEGEND DRUGS-DISTRIBUTE - DEGREE 2

(14) Petitioner was arrested/taken into custody on 04/17/2020 for:

#### FACTS case details

FJ-12-000014-20

Middlesex County

JC-2020-000077-1214

N.J.S.A. 2C:12-1B(10) AGG ASSAULT-POINT, ETC. IMITATION FIREARM AT OFFICER - DEGREE 3

N.J.S.A. 2C:35-10C POSS CDS-FAILS TO GIVE CDS TO POLICE EXCL MJ/HASH - DEGREE D

### PTI, PSI and JOC Documents Available for the Marijuana Decriminalization Eligible Expunged Cases

For Marijuana Decriminalization eligible expunged cases, the PTI, PSI and JOC PDF documents will be available for internal court staff and accessible via the Marijuana Decriminalization tile.

Figure 17 – Marijuana Decriminalization Workbasket Search Results – View Attachment function



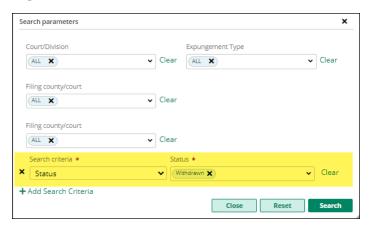
Figure 18 - PTI, PSI and JOC documents under View Attachments

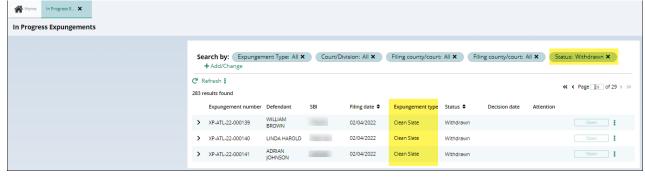


### Court Staff and Prosecutor Can Search for Withdrawn Cases

Court Staff and County Prosecutors will now be able to search for withdrawn expungement cases in their In-Progress workbasket. When searching by the criteria of "Status," **Withdrawn** will be an option to select.

Figure 13 - Court Staff and Prosecutor search results for withdrawn case



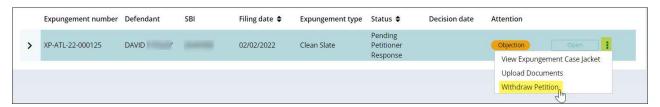


# County Public Defender Can Withdraw and Search for Withdrawn Cases Filed by Self-Represented Litigants

County Public Defenders can now withdraw cases filed by self-represented litigants that were objected by the Prosecutor.

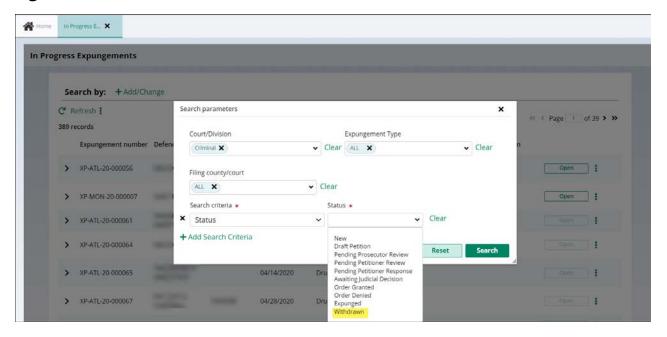
Select the **Withdraw Petition** option by clicking the three dots to the right Expungement case to access the action menu.

Figure 10 - Public Defender withdraw option



County Public Defender can search a petition initiated by self-represented litigant that was withdrawn by County Public Defender and can search for withdrawn Drug court expungement petitions initiated by Central Public Defender.

Figure 11 - Public Defender search for withdrawn cases





# Party Court History (PCH) – Release Notes 12/10/2021

### eCourts Party Court History Report Enhancements



The Party Court History (PCH) Report is enhanced to include an **Unclassifiable charges** section within each division, Criminal, Municipal, and Family. For more information click **here**.

# Unclassifiable Charges Section for Criminal, Municipal and Family Added to PCH Report

The PCH report now displays new sections called **Unclassifiable Charges** for each division – Criminal, Municipal and Family. The purpose of this section is to display any cases that do not fit the criteria to be included in the Pending Charges, Prior Convictions, or Non-Conviction sections within a division.

<u>Example</u>: A Criminal case (Promis/Gavel) was remanded to municipal court; however the associated complaint number pre-dates the ACS system, therefore, it will not be displayed in the Municipal division of the report. In this scenario, the P/G case and corresponding complaint number will be displayed under **Criminal Unclassifiable Charges** section.

Figure 1 - Criminal Division Unclassifiable Charges

Case ID	Complaint Number	Arrest	Offense Date	Charge	Degree	Disposition
ESX-05-009675-001 DV RELATED	W-2005-030152-0714		10/31/2005	2C:12-1A(1) SIMPLE ASSAULT- PURPOSELY/KNOWINGLY CAUSE BOD. INJURY	0	01/06/2006 DOWNGRADE CHARGE - MUNIC REMAND/DOWNGR
			10/31/2005	2C:12-1A(3) SIMPLE ASSAULT-THREAT OF SBI BY PHYSICAL MENACE	0	01/06/2006 DOWNGRADE CHARGE - MUNIC REMAND/DOWNGR
			10/31/2005	2C:12-1A(3) SIMPLE ASSAULT-THREAT OF SBI BY PHYSICAL MENACE	0	01/06/2006 DOWNGRADE CHARGE MUNIC REMAND/DOWNGR

<u>Example</u>: A Municipal complaint that has an ineligible complaint status (e.g. WIP -Work in Progress, NOPC - No Probable Cause Found, etc.) or finding (i.e. R- Disposed in Remand Court, etc.) that doesn't qualify to be displayed in other Municipal sections will be included in the **Municipal Unclassifiable Charges** section.

**Figure 2 - Municipal Division Unclassifiable Charges** 

Complaint Number	Linked Case ID	Arrest Date	Offense Date	Charge	Degree	Disposition
W-2020-000566-1214	06/30/20	06/30/2020	0 06/30/2020	2C:5-2A(1) CONSPIRACY - AGREE/ENGAGE IN CONDUCT CONSITUTE A CRIME  AUX CHARGE: 2C:17-1B(1) CONSPIRACY - AGREE/ENGAGE IN CONDUCT CONSITUTE A CRIMEARSON- RECKLESS DANGER DEATH/BI-IF HOUSE OF WORSHIP	1	
				2C:35-9A DRUG-INDUCED DEATH - STRICT LIABILITY	1	
				2C:40-18A VIOLATION OF PUBLIC HEALTH & SAFETY LAW-CAUSES DEATH	2	

<u>Example</u>: An FO docket may have been transferred to Criminal or Family, but it was not accepted in ACS or P/G. This scenario would add the FO case to the **Family Unclassifiable Charges** section.

**Figure 3 - Family Division Unclassifiable Charges** 

Unclassifiable Charges (FO): 2						
Case ID	Complaint Number	Arrest Date	Offense Date	Charge	Degree	Disposition
FO-03-000006-19	W-2018-000458-0310	09/05/2018	09/05/2018	2C:29-1A OBSTRUCT ADMIN OF LAW- OBSTRUCT CRIMINAL INVESTIGATION	4	02/04/2019 TRANSFERRED OUT



# eCourts Expungement System – Release Notes External 11/19/2021

### eCourts Expungement System Enhancements



Self-represented litigants and private attorneys can now initiate and submit **Drug Court** expungement petitions in addition to the existing expungement types that they are able to file (**Clean Slate**, **Regular**, **Marijuana**, **Marijuana Decriminalization**). For more information click **here**.

# Self-Represented Litigants and Private Attorney Filing Drug Court Expungement Type

Court expungement petitions in addition to the existing expungement types that they are able to file (Clean Slate, Regular, Marijuana, Marijuana Decriminalization). A drug court expungement petition can be initiated by searching a Criminal, Municipal, or Family case. A petition PDF and proposed order PDF will be generated upon submission. Standard functionality such as access to View Expungement Case Jacket, Upload Documents, or Withdraw petitions are available for this expungement type.

Note: When Clean Slate, Regular, and Drug Court expungement petitions are submitted, the petition is sent to the Prosecutor's workbasket and the status is updated to 'Pending Prosecutor Review'.

When Marijuana and Marijuana Decriminalization expungement petitions are submitted, the petition is sent to the Court Staff/Judge's workbasket and status updates to 'Awaiting Judicial Decision'.

Figure 1 – Select Court/Division



Figure 2 - Search with Criminal case



### Figure 3 - Search with Municipal complaint

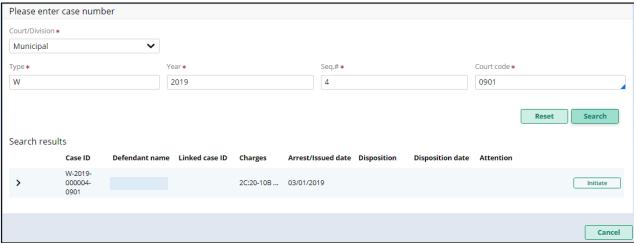
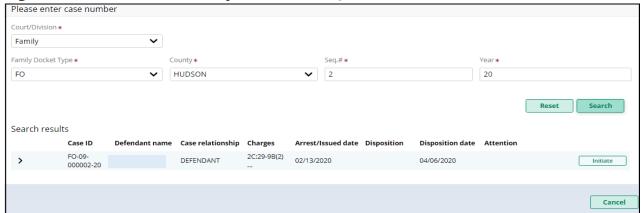
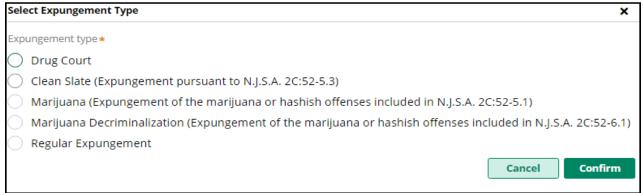


Figure 4 - Search with Family case (FO or FJ docket)



#### Figure 5 - Select Expungement Type shows all options



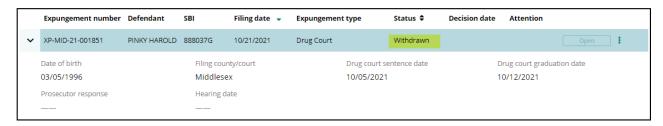
#### Figure 6 - Workbasket actions available



Figure 7 - Withdraw petition







When filing one of the aforementioned expungement types, system-generated documents will be created as PDFs and accessible via the *View Expungement Case Jacket* option:

- Proposed Order
- Petition/Verification (applicable to Drug Court, Clean Slate and Regular petitions)
- *Party Court History Report (PCH)* (displayed as a text link for the attorney while initiating and also available from the case jacket)
- Final Order

#### **Workbasket Updates**

There are also updates to the In Progress workbasket.

Private Attorneys can now search, filter, and view expungement petitions in the *In Progress Workbasket* for the following Expungement Types: Clean Slate, Regular, Marijuana, Marijuana Decriminalization, and Drug Court.

**Note**: Self-represented litigants do not have search capability on the workbasket as all of their case(s) appear on the workbasket.

Self-represented litigant's and Private Attorney's In Progress Workbasket will display
an Objection icon in the Attention column when there is a prosecutor objection
response submitted on Drug Court expungement petitions in addition to Clean
Slate and Regular expungements. The status on these cases are Pending
Petitioner Response.

Figure 8 - Search with all Expungement Types (Private Attorney)



Figure 9 – In Progress Workbasket displaying all expungement types (Private Attorney)



Figure 10 - In Progress Workbasket displaying Objection from Prosecutor





# eCourts Expungement System – Release Notes External 10/01/2021

### eCourts Expungement System Enhancements

Enhanced	Central and County Public Defenders can now initiate <b>Clean Slate</b> , <b>Regular</b> , <b>Marijuana</b> , <b>Marijuana Decriminalization</b> , and <b>Drug Court</b> expungement types. For more information click <a href="https://example.com/here">here</a> .
Enhanced	The additional expungement types will display and be searchable in the In Progress Workbasket for Central Office and County Public Defenders. For more information click <a href="here">here</a> .
Enhanced	There is a new expungement type for Marijuana Decriminalization expungements. For more information click <a href="https://example.com/here.">here.</a>
Enhanced	There is an enhancement for the system to automatically delete expungement petitions in 'New' status from the In Progress Workbasket after 60 days from last saved date. For more information click <a href="https://example.com/here.">here.</a>

# Central Office and County Public Defender Filing of Additional Expungement Types

Central and County Public Defenders can now initiate **Clean Slate**, **Regular**, **Marijuana, Marijuana Decriminalization**, and **Drug Court** expungement petitions by searching a Criminal, Municipal, or Family case. In addition, they can also withdraw petitions for these expungement types.

When **Clean Slate and Regular expungement petitions** are submitted, the petition is sent to the Prosecutor's workbasket and the status is updated to 'Pending Prosecutor Review'.

When Marijuana and Marijuana Decriminalization expungement petitions are submitted, the petition is sent to the Court Staff/Judge's workbasket and status updates to 'Awaiting Judicial Decision'.

Figure 1 - Select Court/Division



Figure 2 - Search with Criminal case



Figure 3 - Search with Municipal complaint

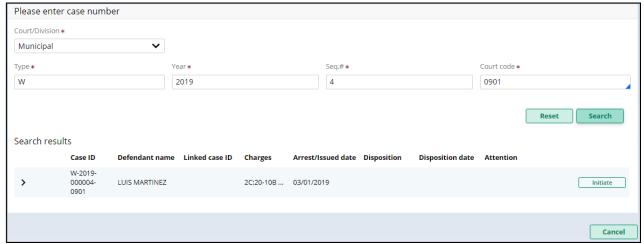


Figure 4 - Search with Family case (FO or FJ docket)

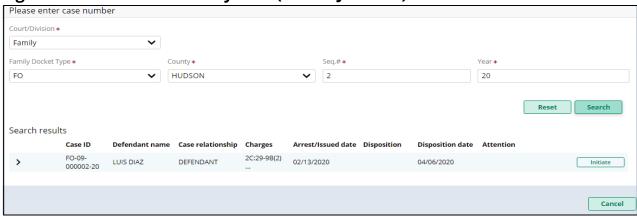


Figure 5 - Select Expungement Type shows all options

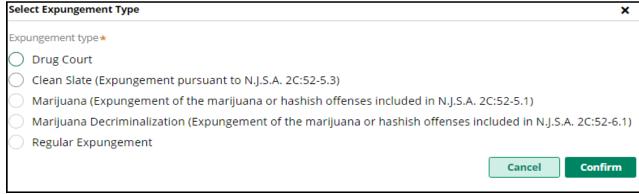
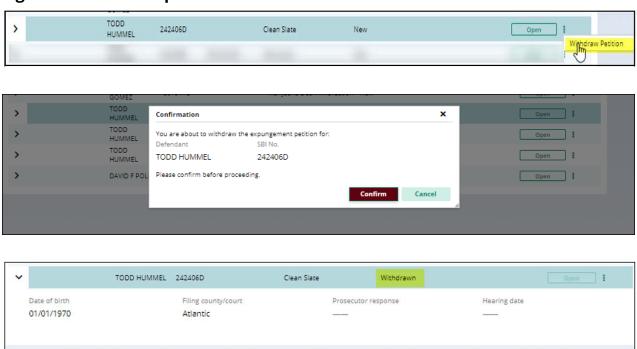


Figure 6 - Withdraw petition



When filing one of the aforementioned petitions, system-generated documents will be created as PDFs and accessible by Central Office and County Public Defenders via the *View Expungement Case Jacket* option:

- Proposed Order
- **Petition/Verification** (applicable to Clean Slate and Regular petitions)
- Party Court History Report (PCH) (displayed as a text link while initiating and also available from the case jacket)
- Final Order

#### Figure 7 - Proposed Order PDF

#### OFFICE OF THE PUBLIC DEFENDER

Atlantic Region

P.O. BOX 9999

5914 MAIN STREET SUITE 201

MAYS LANDING, NJ 08330

PHONE: (609) 625-9111

FAX: (609) 625-4260

IN THE MATTER OF
THE EXPUNGEMENT OF

THE CRIMINAL/JUVENILE RECORDS OF DAVID F. POLEY

SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: XP-ATL-21-001768

Civil Action

CLEAN SLATE EXPUNGEMENT PURSUANT TO N.J.S.A. 2C:52-5.3.

#### Figure 8 - Petition PDF

## OFFICE OF THE PUBLIC DEFENDER Atlantic Region

P.O. BOX 9999 5914 MAIN STREET SUITE 201 MAYS LANDING, NJ 08330 PHONE: (609) 625-9111 FAX: (609) 625-4260

IN THE MATTER OF THE EXPUNGEMENT OF THE CRIMINAL/JUVENILE RECORDS OF DAVID F. POLEY SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: XP-ATL-21-001768

Civil Action

PETITION FOR EXPUNGEMENT

#### Figure 9 - Verification PDF

#### PETITION FOR EXPUNGEMENT VERIFICATION

JOHN JAMES, certifies:

- (1) I am the attorney for the petitioner. This verification reflects information provided by the petitioner, and information obtained from my own independent investigation. Not all of the information in this verification is from my own personal knowledge.
- (2) There are no disorderly persons, petty disorderly person, indictable charges or juvenile delinquency matters pending against the petitioner at this time.

Date: 09/09/2021

Respectfully submitted,
/s/JOHN JAMES

#### Figure 10 - Final Order PDF

### OFFICE OF THE PUBLIC DEFENDER Atlantic Region

P.O. BOX 9999 5914 MAIN STREET SUITE 201 MAYS LANDING, NJ 08330 PHONE: (609) 625-9111 FAX: (609) 625-4260

IN THE MATTER OF THE EXPUNGEMENT OF THE CRIMINAL/JUVENILE RECORDS OF DAVID F. POLEY



#### SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: XP-ATL-21-001767

Civil Action

ORDER GRANTING EXPUNGEMENT PURSUANT TO N.J.S.A. 2C:35-14(m)(1)

# Updates to Central Office and County Public Defender's In Progress Workbasket for Additional Expungement Types

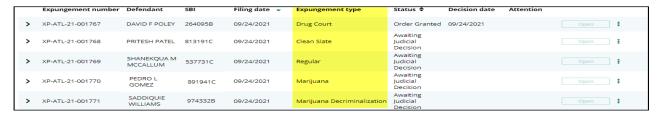
As a result of the ability for Central and County Public Defenders to initiate and submit several other expungement types, there are also updates to the In Progress workbasket.

- Central Office and County Public Defenders can now search, filter, and view expungement petitions in the *In Progress Workbasket* for the following Expungement Types: Clean Slate, Regular, Marijuana, Marijuana Decriminalization, and Drug Court.
- Central Office and County Public Defender's In Progress Workbasket will display an
  Objection icon in the Attention column when there is a prosecutor objection
  response submitted on Clean Slate and Regular expungement petitions. These
  petitions will be updated to Pending Petitioner Response status.

Figure 11 - Search with all Expungement Types



#### Figure 12 - In Progress Workbasket displaying all expungement types



#### Figure 13 - In Progress Workbasket displaying Objection from Prosecutor



#### Marijuana Decriminalization Expungement Type

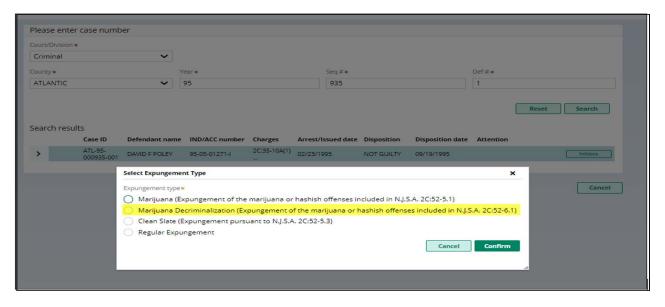
A new expungement type, Marijuana Decriminalization, can now be initiated through the system.

Public Defenders, Private Attorneys and Self-Represented litigants can now initiate a **Marijuana Decriminalization** expungement by searching with a Criminal, Municipal, or Family case.

**Note:** The Financial Obligations/Restitution Details section on the Proposed Order screen is disabled for Marijuana Decriminalization expungements.

When the Proposed Order is submitted, the proposed order is sent to the Court Staff/Judge's workbasket and status updates to 'Awaiting Judicial Decision'. Email notifications will be sent to the filer/petitioner (self-represented litigant or private attorney).

Figure 14 - Pro Se initiates Marijuana Decriminalization expungement petition



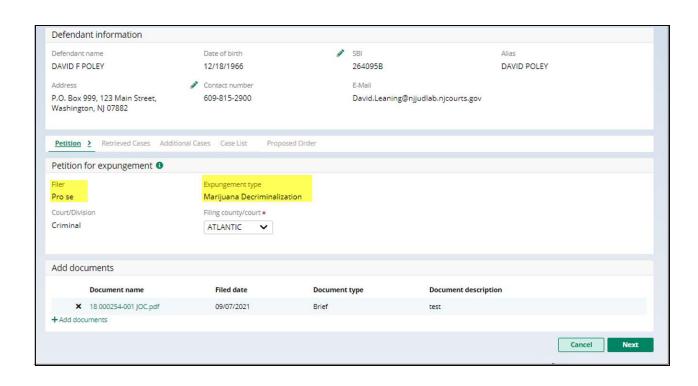
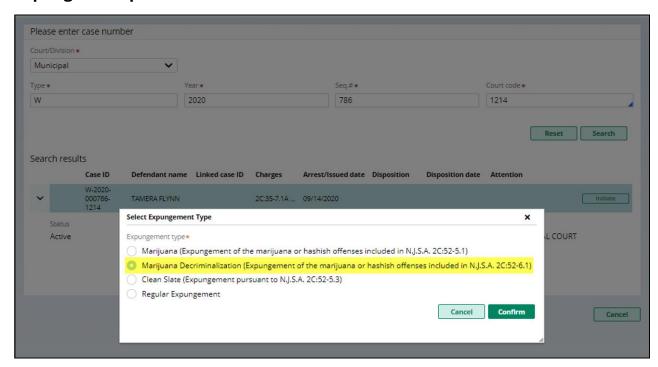


Figure 15 – Private Attorney initiates Marijuana Decriminalization expungement petition



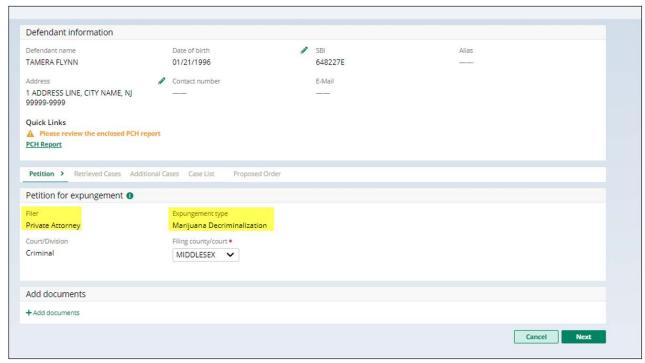
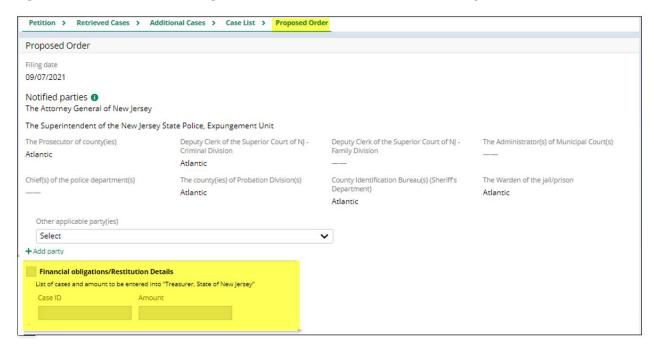


Figure 16 - Financial Obligations fields are disabled on Proposed Order screen



Court Staff and Judge will review the proposed order/petition and submit the final order for **Marijuana Decriminalization** expungements. When the order is granted, email notifications are sent to the petitioner notifications are sent to notified parties.

#### Enhancement to automatically delete petitions in 'New' status after 60 days

An enhancement has been made to automatically delete expungement petitions in 'New' status after 60 days from the last saved date timestamp.

Once it's deleted, it will not be searchable via the workbasket.



### eCourts Expungement System – Release Notes External 09/03/2021

#### eCourts Expungement System Enhancements



An enhancement has been made to the Defendant Information section of the petition to enable attorneys and self-represented litigants to add or modify the date of birth and/or address. For more information, click here.

#### Petitioner's Date of Birth and Address Can be Added or Modified

An enhancement has been made to enable attorneys to add or update **Date of Birth** and **Address** on the <u>Defendant Information</u> section of the petition for clean slate, regular and marijuana expungement types.

Self-represented litigants will be able to only add or update **Date of Birth** on the <u>Defendant Information</u> section of the petition for clean slate, regular and marijuana expungement types.

<u>Note:</u> Self-represented litigants can update address information via the NJCourts portal profile.

By clicking the pencil icon to the right of the **Date of Birth** and **Address** fields, a popup window will be displayed where the information can be added or updated.

<u>Note:</u> The added or modified information will be saved in the expungement system and will **not** be updated in the case management systems.

Figure 1 - Defendant Information section



Figure 2 - Date of birth

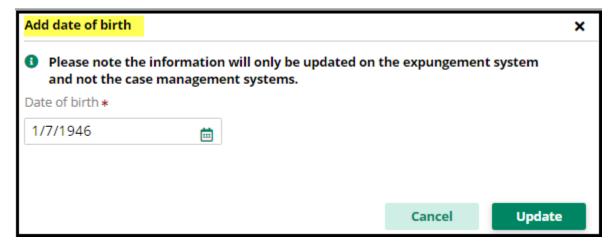
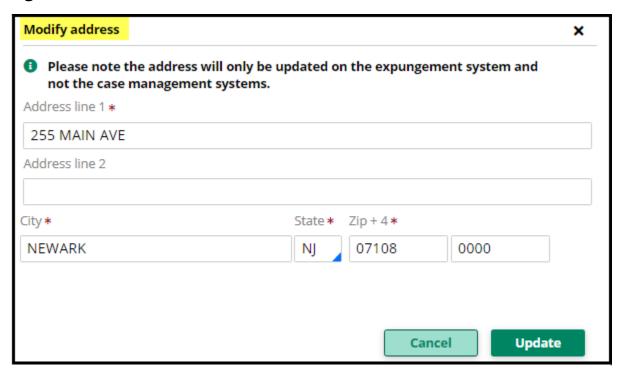


Figure 2 - Address





# eCourts Expungement System – Release Notes 07/30/2021

#### eCourts Expungement System Enhancements

Enhanced	The Party Court History report (PCH report) is now generated and displayed as a text link within the Quick Links section when a petitioner initiates an expungement petition.  For more information click <a example.com="" here"="" href="https://pee.section.new.new.new.new.new.new.new.new.new.ne&lt;/th&gt;&lt;/tr&gt;&lt;tr&gt;&lt;th&gt;Enhanced&lt;/th&gt;&lt;th&gt;The Petition PDF is now supplemented with the Party Court History report (PCH report) PDF for Regular and Clean Slate Expungement petitions. For more information click &lt;a href=" https:="">here</a> .
Enhanced	Applicable users can view the Party Court History (PCH Report) text link under Related Links section after a filer submits an expungement petition. For more information click <a href="https://example.com/here">here</a> .
Enhanced	Applicable users can view the Party Court History report (PCH report) via the View Attachments option in the Notification Workbasket. For more information click <a href="https://example.com/here">here</a> .
Enhanced	Applicable users can now view the Party Court History report (PCH report) PDF from View Expungement Case Jacket. For more information click <a href="https://example.com/here.">here.</a>

# Party Court History Report Generated and Available when an Expungement Petition is Initiated

The Party Court History report (PCH report) is now generated and displayed as a text link within the Quick Links section when a petitioner initiates an expungement petition.

The Party Court History report provides a comprehensive court history of the petitioner at the time of petition submission. Case information is gathered from Judiciary case management systems and are consolidated based on the court where the case is currently pending or last disposed.

**Note:** A self-represented litigant will not see the PCH Report link until after the petition is submitted.

Clicking the link will open the Party Court History report as a PDF for the party/person the expungement petition is filed for. This report must be opened and reviewed by an attorney filer and court staff filer before the petition can be submitted.

**Note:** When the PCH report link is clicked and is not ready to be generated yet, a warning message will appear, but the user can still navigate within the system.

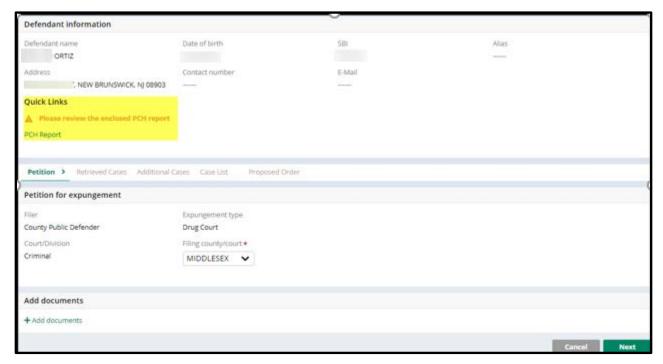


Figure 1 – PCH Report link under Quick Links

Figure 2 – Sample PCH Report PDF

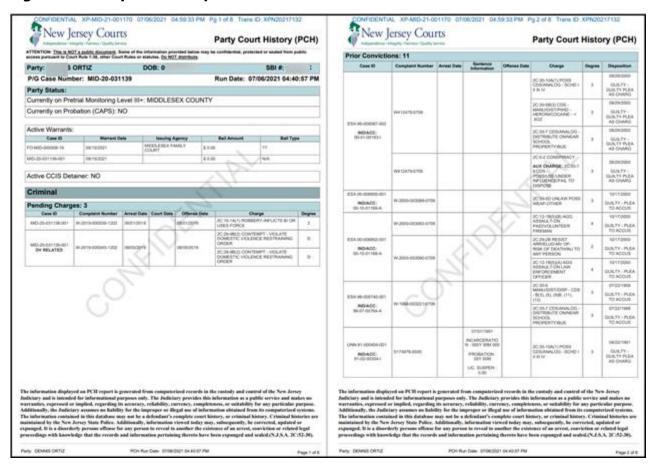
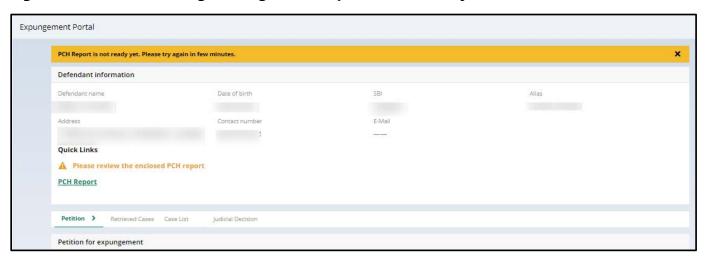


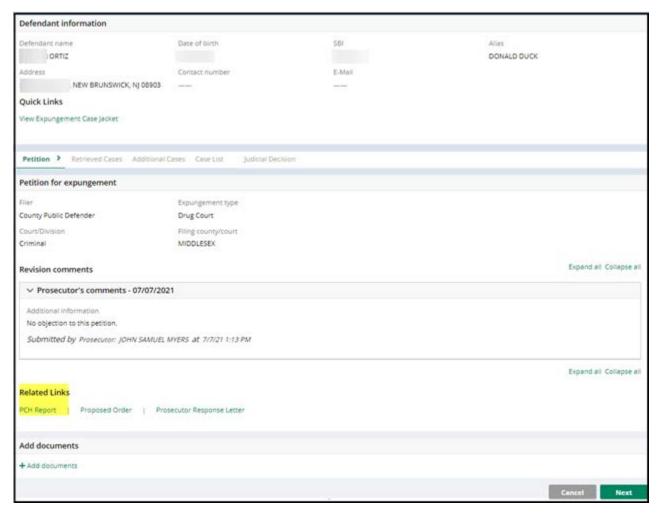
Figure 3 – Screen Warning Message PCH Report is Not Ready



#### Party Court History Report Link Within Related Links Section

System users can view the Party Court History report (PCH report) link within the Related Links section on the <u>Petition</u> tab after a filer submits an expungement petition. Clicking the link will open the Party Court History report PDF for the petitioner.

Figure 4 – PCH Report link under Related Links



#### Party Court History Report Attached to Petition PDF

The Petition PDF is now supplemented with the Party Court History report (PCH report) PDF for Regular and Clean Slate Expungement petitions.

Clicking the Petition text link under Related Links or the paper clip for the Petition for Expungement entry in the View Expungement Case Jacket will open the Petition PDF with PCH report attached.

Figure 5 – Petition link under Related Links



Figure 6 – Petition for Expungement under Case Jacket > Documents tab



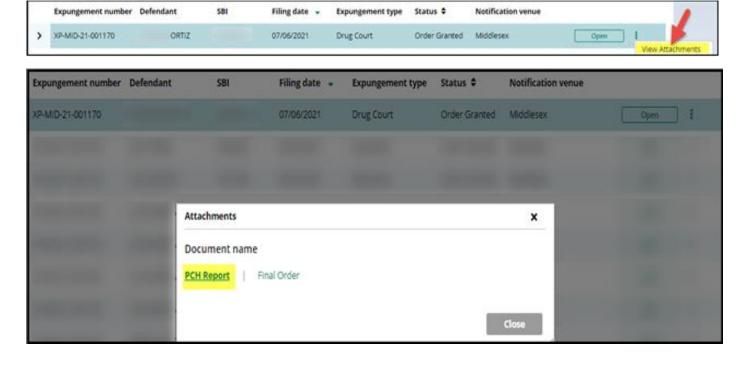
#### Party Court History Report Link in Notification Workbasket

Applicable notified parties will now view the Petition PDF with supplemented Party Court History report (PCH report) PDF for Regular and Clean Slate Expungement petitions via the View Attachments option.

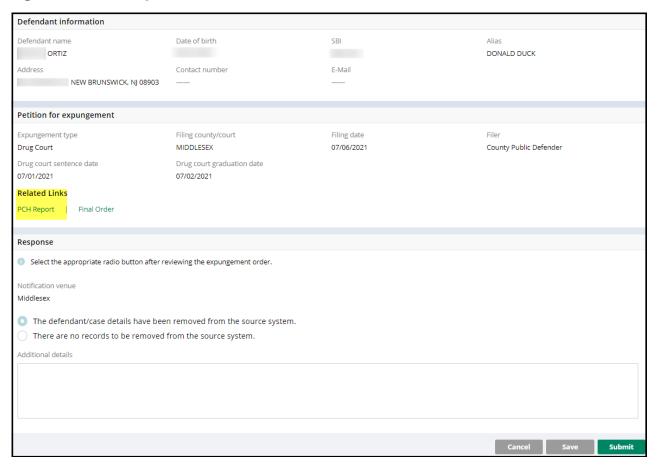
Attorney General's Office, County Prosecutors and New Jersey State Police (NJSP) can also view the Party Court History report (PCH report) as a separate text link in the Notification Workbasket via the View Attachments option. The PCH Report can also be viewed under the Related Links section after opening a petition.

Clicking the link will open the Party Court History report PDF for the person the expungement petition is filed for.

**Figure 7 – PCH Report link under View Attachments** 



#### Figure 8 – PCH Report link under Related Links



#### Party Court History Report in Expungement Case Jacket

The Party Court History report (PCH report) PDF is also available from the Expungement Case Jacket for certain system users.

Clicking the paper clip in the Filings column will open the Party Court History report PDF for the expungement petitioner.

Figure 9 – PCH Report under Case Jacket → Documents tab





### eCourts Expungement System – Release Notes External 07/02/2021

#### eCourts Expungement System Enhancements



The certification statement on Verification screen and the system generated Petition PDF has been updated. For more information click **here.** 

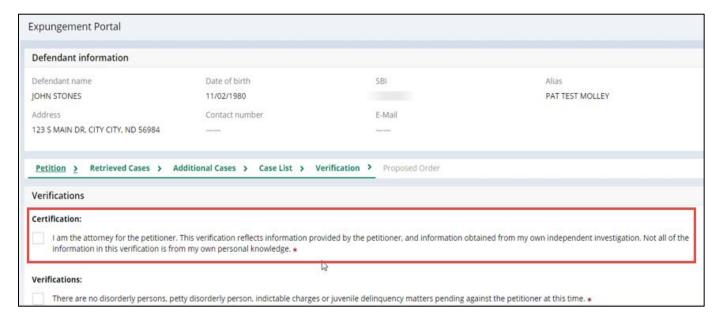
#### Updated Certification Statement for Private Attorneys

The certification statement on **Verification screen and the system generated Petition PDF** has been updated to the following:

"I am the attorney for the petitioner. This verification reflects information provided by the petitioner, and information obtained from my own independent investigation. Not all of the information in this verification is from my own personal knowledge."

Previously, the statement was "I am the attorney for the petitioner and I am responding on their behalf."

Figure 1 - Verification Screen



#### Figure 2 - Petition PDF document

#### PETITION FOR EXPUNGEMENT VERIFICATION

JOHN SAMUEL MYERS, certifies:

- (1) I am the attorney for the petitioner. This verification reflects information provided by the petitioner, and information obtained from my own independent investigation. Not all of the information in this verification is from my own personal knowledge.
- (2) There are no disorderly persons, petty disorderly person, indictable charges or juvenile delinquency matters pending against the petitioner at this time.

Date: 06/28/2021 Respectfully submitted,

/s/JOHN SAMUEL MYERS



# eCourts Expungement System – Release Notes External 05/28/2021

#### eCourts Expungement System Enhancements

Enhanced	The Notification Response screen via the Notification Workbasket has been enhanced. For more information click <b>here</b> .
Enhanced	The system will no longer send a notification to County Prosecutors' Notification Workbasket when a Regular or Clean Slate petition is submitted in the same filing county as the Prosecutor. For more information click <a href="https://example.com/here.">here.</a>
Enhanced	A new screen, "View Notification Status," has been created that displays a status update of each notified party's review/acknowledgement of final expungement order. For more information click <a href="https://example.com/here.">here.</a>

#### Enhancements to the Notification Response Screen

The "**Response"** section that is displayed after opening a notification task from the Expungement Notification Workbasket has been enhanced to display additional options. This change applies to *all* expungement types.

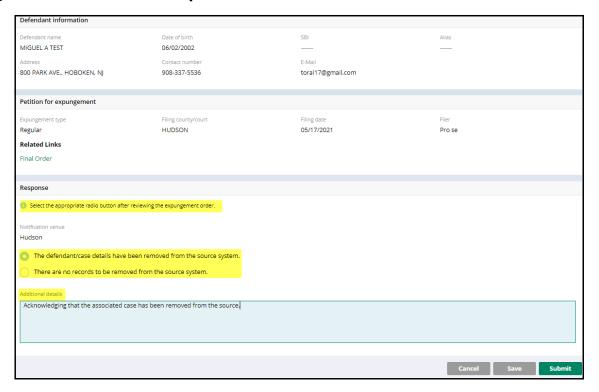
The informational icon now displays the following statement:

"Select the appropriate radio button after reviewing the expungement order." Below the statement, select from the two options provided.

- "The defendant/case details have been removed from the source system."
- There are no records to be removed from the source system."

A text box is also provided to enter additional details.

**Figure 1 - Notification Response** 



#### Enhancement to Cease Notification to County Prosecutor

The system will no longer send a notification to County Prosecutors' Notification Workbasket when a Regular or Clean Slate petition is submitted in the **same filing county** as the the Prosecutor.

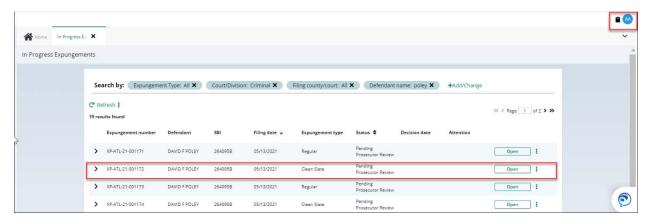
The County Prosecutor will only see an entry in their In Progress Workbasket to review and provide a response.

The below screenshot illustrates that for a petition filed in Atlantic county and the Atlantic County Prosecutor's Notification Workbasket does not have a notification entry for the expungement case. However, the In Progress Workbasket has the entry for Pending Prosecutor Review for that expungement case.

Figure 1 - Notification Workbasket



Figure 2 - In Progress Workbasket



#### **View Notification Status**

A new screen, "View Notification Status," has been created that displays a status update of each notified party's review/acknowledgement of final expungement order. That is, the screen is intended to provide the petitioner a status – Pending or Complete – to which notified party acknowledged the review of the expungement order. As a reminder, the expungement case will be updated to **Expunged** status once all notified parties have reviewed and complete the notification task.

**Note:** The actual removal of the case/defendant record still has to be completed by the appropriate notified party in *their source system*.

This screen is accessible via the In Progress Workbasket action menu by selecting "View Notification Status" for an order that has been granted.

The columns can be sorted to view the information in ascending or descending order.

Figure 1 - Workbasket Menu - View Notification Status

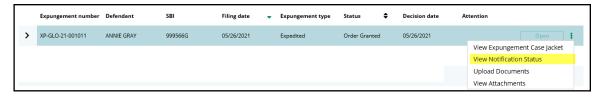
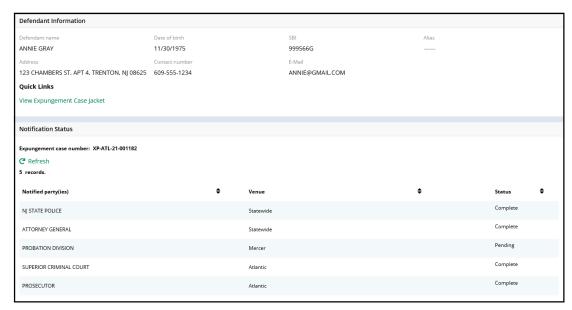


Figure 2 - View Notification Status screen





# eCourts Expungement System – Release Notes External 04/30/2021

#### eCourts Expungement System Enhancements



There have been updates to the Upload Document menu that includes the removal of the "Revised Proposed Order" document type and addition "Amended Expungement Order." For more information click <a href="https://example.com/here">here</a>.



Marijuana and Expedited expungements will no longer display on the county prosecutor's In Progress workbasket. For more information click **here.** 

#### Updates to Upload Document Menu

There are several changes to the Upload Document feature.

- The document type of "Revised Proposed Order" is no longer available for selection.
- A new document type of "Amended Expungement Order" has been added for selection and has replaced the "Order" document type. When the "Amended Expungement Order" is uploaded, it will be accessible in the "Related Links" section in the Notification workbasket for the respective expungement case.

#### Notification Workbasket

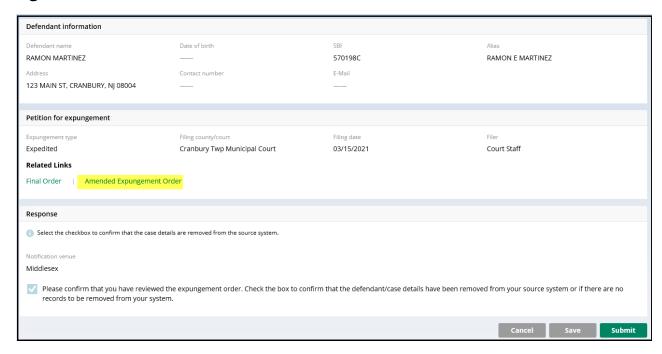
Upon clicking the "View Attachments" action from the workbasket, a pop-up window is displayed showing links for the system generated Final Order and/or Amended Expungement Order if it was uploaded by the court staff.

Figure 1 – View Attachments



Upon opening a petition, the "Related Links" section will now display text link for the system generated Final Order and/or Amended Expungement Order if it was uploaded by the court staff.

#### Figure 2 - Related Links



#### View Expungement Case Jacket

The Documents tab of the case jacket will now include an entry for the Amended Expungement Order if it is uploaded by the court staff.

Figure 3 - Expungement Case Jacket



# Marijuana and Expedited Expungements Will Not Be Displayed on the Prosecutor's In Progress Workbasket

Marijuana and Expedited expungements will no longer display on the county prosecutor's *In Progress* workbasket. The default workbasket will only display Drug Court, Regular and Clean Slate expungements and will be the only expungement types that can be searched.

Figure 1 - In Progress Workbasket



Figure 2 - Workbasket Search





# eCourts Expungement System – Release Notes External 03/05/2021

# Enhancements to Upload Document and In Progress Expungements workbasket

Enhanced	The County Public Defender and self-represented litigant will receive an email notification when there is an objection on an expungement petition filed by a self-represented litigant. For more information click <a href="https://example.com/here">here</a>
Enhanced	The In Progress Expungements workbasket will now include and display petitions in Pending Petitioner Response status after an objection. For more information click <a href="https://example.com/here">here</a> .
Enhanced	Filers can upload document type of Petitioner Response Letter when there is a prosecutor objection. For more information click <a href="https://example.com/here">here</a> .
Enhanced	Users can perform a search using the <u>status</u> of Pending Petitioner Response. For more information click <u>here</u> .
Enhanced	A new document type called "Order of Disposition" can be uploaded. For more information click <u>here.</u>
Enhanced	The "Modify" button on the Case List screen replaces the pencil icon and can be used to add/edit the Arrest/Issued Date for a case. For more information click <a href="here">here</a> .

# Email Notification to County Public Defender on Expungement Cases with an Objection Filed By a Self-Represented Litigant

Currently, a self-represented litigant (petitioner) receives an email notification when a prosecutor response has been submitted. Going forward, the County Public Defender will also receive an email notification when the prosecutor submits an **objection response** on an expungement petition filed by the self-represented litigant.

#### Figure 1 - Public Defender's email notification

Superior Court of New Jersey - Atlantic County

The following notice is being sent from eCourts as a result of prosecutor submitting an objection response on 08/28/2020 at 12:41 PM:

Defendant Name: James W. Maddison
Case Caption: I/M/O James W. Maddison

Case Number: XP-ATL-20-00123

Docket Text: Prosecutor Response - Objection by Enzo P. Frank of Atlantic County Prosecutor's Office re: Proposed Order [XP2020000123]

Transaction ID: XP2020000125

Notice has been electronically sent to:

OFFICE OF ATLANTIC COUNTY PUBLIC DEFENDER James W. Maddison james.maddison@gmail.com james.james@outlook.com

james.james@outlook.com maddison.james@yahoo.com

Login to Expungement Portal to view the expungement case jacket. You will need a valid user ID to view the submitted documents.

The prosecutor has filed an objection to your petition for expungement. If you want to respond to the prosecutor's objection, the response must be filed within 30 days of this notice by uploading the "Petitioner Response" document.

If you do not have an attorney, the Office of the Public Defender will represent you and may file a response on your behalf.

If a response is not filed within 30 days of this notice, the petition and the prosecutor's objection will be forwarded to the court to decide whether to grant or deny the expungement.

For questions, please contact the <Division> Division in <County> County

This email is for notification purposes only and was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

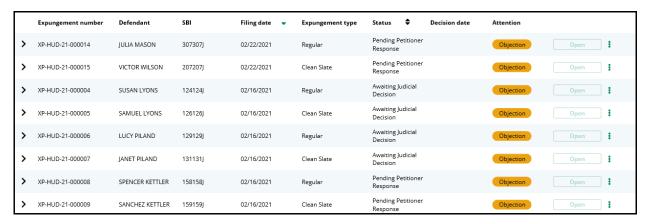
#### Pending Petitioner Response Status In Progress Expungements Workbasket

The "In Progress Expungements" workbasket will now display a new status on regular and clean slate expungement cases when there is an objection response submitted by the prosecutor.

These cases will be assigned a <u>status</u> of **Pending Petitioner Response** and will display "**Objection**" in the <u>Attention</u> column.

The case status will remain until a Petitioner Response Letter is uploaded *or* 30 days have passed, whichever comes first.

Figure 2 - In Progress Expungements workbasket

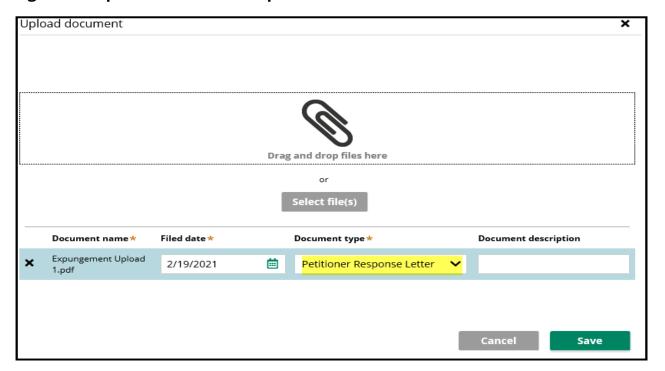




#### **Upload Petitioner Response Letter**

The filer may upload a "Petitioner Response Letter" in response to the County Prosecutor's objection. When the Petitioner Response Letter is uploaded, the case status will update to **Awaiting Judicial Decision.** 

Figure 3 - Upload Petitioner Response Letter



#### Search by Pending Petitioner Response status

Attorneys can search for cases with the **Pending Petitioner Response** status in their workbasket. Click the the Add/Change link to select search criteria.

Figure 4 - Search parameters pop-up displays new value for Status

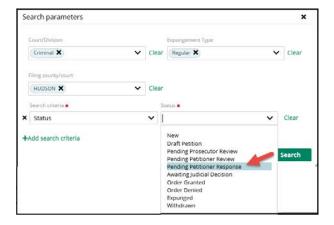


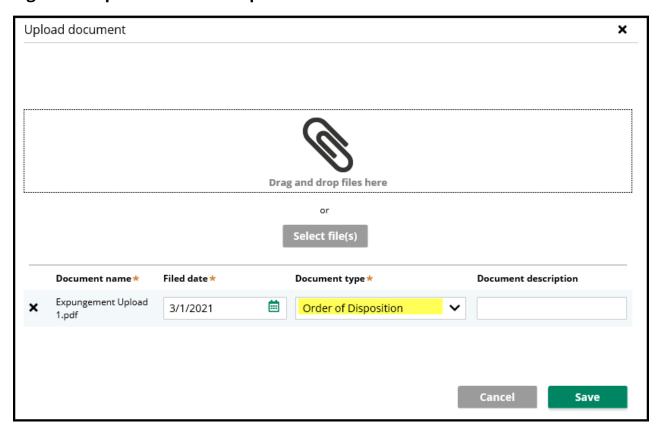
Figure 5 - Results displayed in the workbasket for Pending Petitioner Response



#### Order of Disposition

"Order of Disposition" has been added to the Upload Document feature as document type to be uploaded.

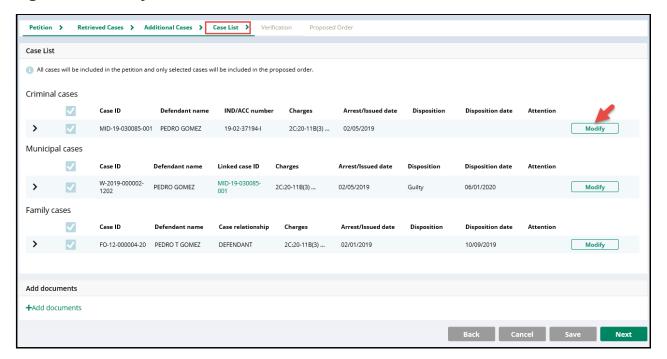
Figure 6 - Upload Order of Disposition



#### Modify button on Case List screen

The Case List screen has been enhanced to now display a "Modify" button to the right of each case to add or update the Arrest/Issued date. Previously, this was a pencil icon.

Figure 7 - Modify button on Case List





# eCourts Expungement System – Release Notes 02/12/2021

#### Marijuana Sealed Cases



The eCourts Expungement System will display a sealed icon for all expungement types to indicate that the case has been sealed for marijuana charges pursuant to new legislation. For more information click **here.** 

#### Sealing Indicator For Cases with Marijuana Charges

The system will display a red *Sealed* icon in the "Attention" column to indicate a case is sealed for marijuana charges. This is applicable to <u>all</u> expungement types - Drug Court, Expedited, Marijuana, Regular, and Clean Slate, The *Sealed* icon is displayed on all relevant screens for Criminal, Municipal, and Family cases for all users reviewing and completing the expungement process.

01/08/2019

02/03/2021

Figure 1 - Search for and initiate expungement petition

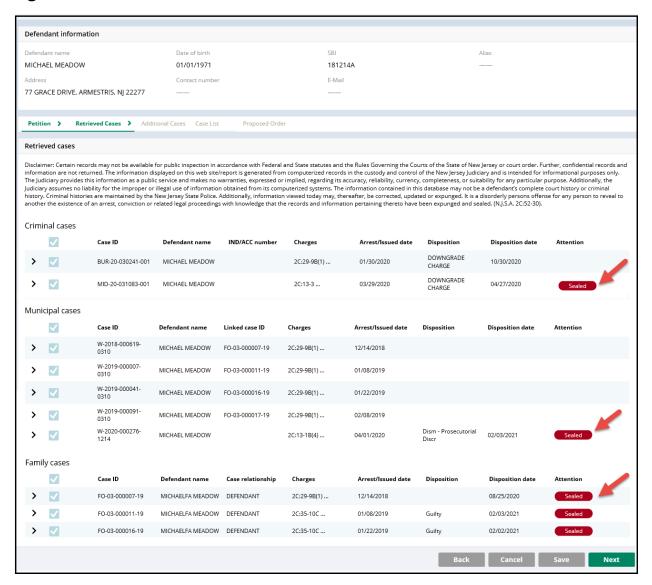
DEFENDANT

2C:35-10C ...

MICHAELFA MEADOW

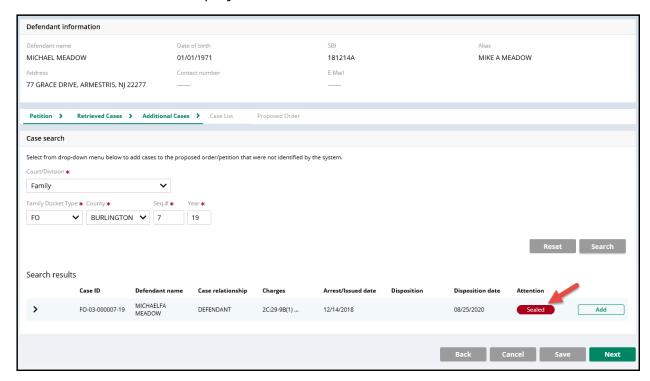
FO-03-000011-19

#### Figure 2 - Retrieved Cases screen



#### Figure 3 - Additional Cases screen

Search results section displays the sealed icon.



"Added cases" section displays the sealed icon.

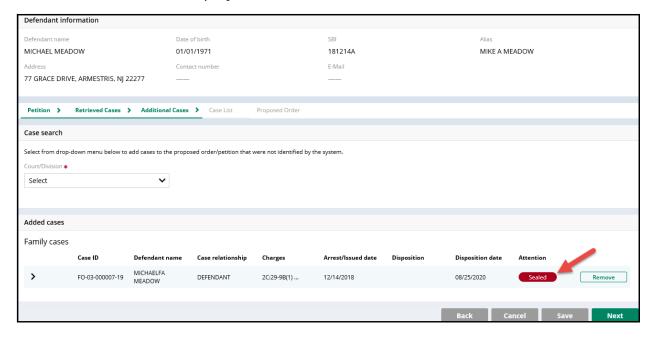


Figure 4 - Case List screen for petitioner, court staff, and judge

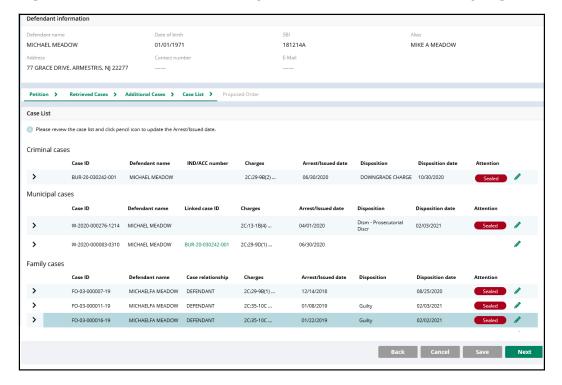
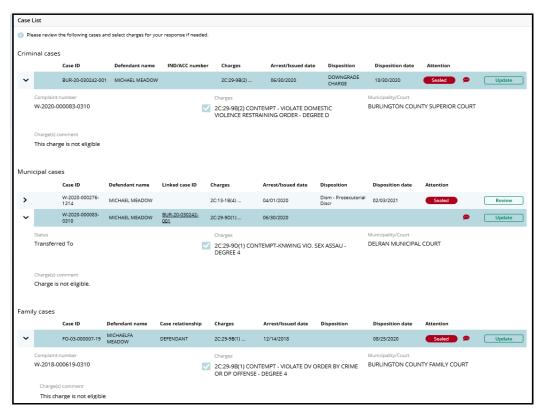


Figure 5 - Case List screen for county prosecutor

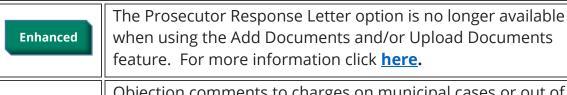






## eCourts Expungement System – Release Notes 01/29/2021

## Prosecutor Response

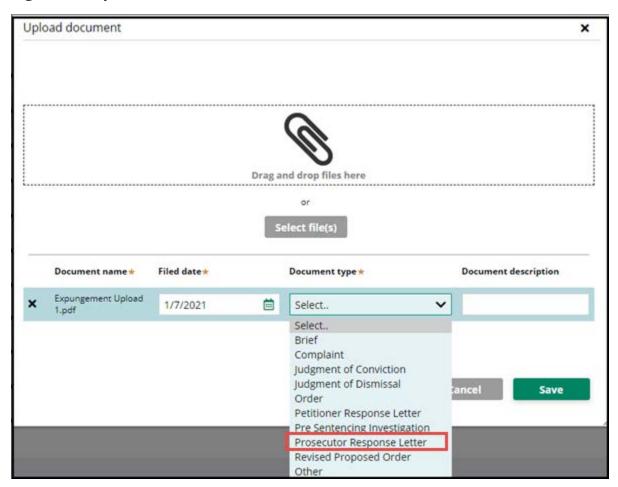


Objection comments to charges on municipal cases or out of state cases are now printed on the Prosecutor Response Letter. For more information click <a href="https://example.com/here.">here.</a>

## Prosecutor Response Letter Option Removed From Upload Documents

The Prosecutor Response Letter document type has been removed from the Upload Documents feature. This option is no longer needed because the system generates the Prosecutor Response Letter when the response is submitted.

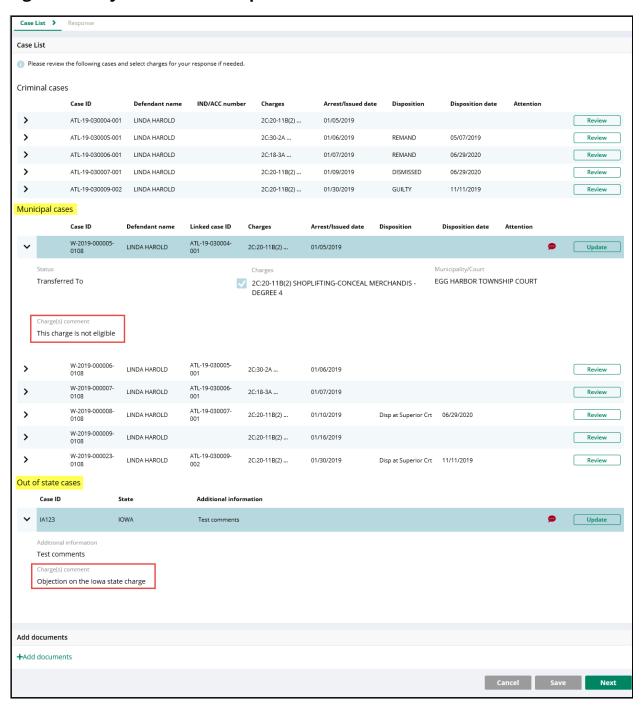
Figure 1 - Upload Documents



## Case/Charge Objection Comments Printed on the Response Letter

Objection comments for charges on a municipal case and an out of state case are now printed on the Prosecutor Response Letter correctly. Previously, the charge level objection comments were not included on the system generated response letter.

Figure 2 - Objection on Municipal case and Out of State case



ATTYTEST2 M ATTYTEST2 - ID: 900012020

STATE OF NEW JERSEY

OFFICE OF THE PROSECUTOR

COUNTY OF ATLANTIC

OA CAMS 4997 UNAMI BLVD

PO BOX 2002

MAYS LANDING, NJ 08330

PHONE: (609) 909-7800

LINDA HAROLD

IN THE MATTER OF THE PETITION FOR EXPUNGEMENT OF THE CRIMINAL/JUVENILE RECORDS OF

#### DRUG COURT EXPUNGEMENT

SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Docket #: XP-ATL-21-000029

The State is in receipt of a proposed expungement order in connection with the above referenced matter pursuant to N.J.S.A. 2C:35-14(m) which allows a drug court participant to obtain an expungement of his or her entire criminal/juvenile record(s) upon successful discharge from drug court.

The Petitioner was sentenced to Atlantic County Drug Court Probation on 01/05/2021 and graduated on 01/12/2021. After a full review of petitioner's criminal/juvenile history, the state has objection to the petitioner's request.

Here are the objected cases in the expungement petition:

(1) 01/05/2019 W-2019-000005-0108, ATL-19-030004-001 Egg Harbor Twp, Atlantic County

2C:20-11B(2) SHOPLIFTING-CONCEAL MERCHANDIS - DEGREE 4

This charge is not eligible

(2) Out of state IA123 IOWA

Objection on the Iowa state charge

Please review the charge level objections on the Municipal and Out of State cases.

Date: 01/27/2021 /s/ ATTYTEST2 M ATTYTEST2



# eCourts Expungement System – Release Notes 01/22/2021

## Workbasket Search Functionality and Updated Result Display

Enhanced	Workbasket search functionality has been improved through the addition of new search criteria. For more information click <b>here.</b>
Enhanced	Warning message on workbasket when search results exceeds 500 records. For more information click <a href="https://example.com/here">here</a> .

#### Additional Search Criteria For Workbasket Search

The eCourts Expungement System has been enhanced to provide users with additional search criteria within the workbasket search functionality. These changes will streamline access to electronic expungement cases.

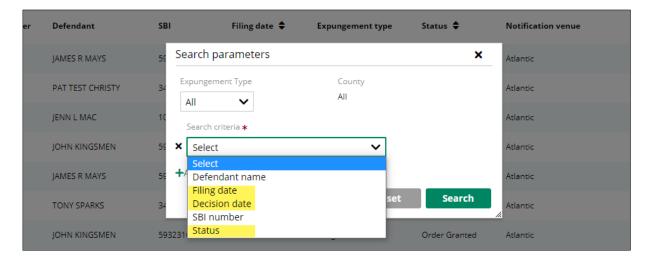
Users can now search the **In Progress** and **Expungement Notifications** workbaskets by selecting the following additional criteria:

- Filing date
- Decision date
- Status (search criterion already exist for In Progress workbasket)

**Note:** Search criteria defendant name and SBI remain

When searching by Filing date and Decision date, users may search a date range using the "From date" and "To date" fields, or search for one specific date by entering that date in the "From date" field. When searching by Status, users must select the desired case status from a dropdown menu.

Figure 1 – Updated Search Criteria Values for Expungement Notifications Workbasket



## Warning message on workbasket when search results exceeds 500 records

When performing searches that result in greater than 500 records in the **In Progress** workbasket or the **Expungement Notifications** workbasket, users will be notified with an informational message at the top of the page. The workbasket will display the results up to the 500 record limit, and users may access the those records. To refine the search results, additional search criteria will have to be added.

Remove the informational message by clicking on the "x" on the upper right of the message bar.

Figure 2 - Search Results Greater Than 500 Records





# Expungement Automated System – Release Notes 10/23/2020

## **Expedited Expungement Screen Flow**



The Expungement Automated System enhanced to remove the Additional Cases screen from the screen flow for processing Expedited Expungements for criminal cases. For more information click **here.** 

# Additional Cases Screen Has Been Removed From the Case Screen Flow for Processing Expedited Expungements for Criminal Cases

The Expungement Automated System has been enhanced to remove the Additional Cases screen, which allows users to manually add cases to an expungement petition/proposed order, from expedited expungements processed in criminal court.

Until a future solution is implemented, users will not be able to add additional cases to the expedited expungement order. A separate order will have to be generated if another case is applicable for an expedited expungement.

Defendant information

Figure 1 - Updated Screen Flow for Criminal Expedited Expungement





# Expungement Automated System – Release Notes 10/09/2020

## Expungement In-Progress Workbasket - Complete Expungement Feature Disabled



The "Complete Expungement" feature will not be available for Public Defender users on granted drug court expungement orders where notifications are sent to notified parties' workbasket. For more information click <a href="here">here</a>.

# Complete Expungement Feature Disabled for Public Defender Users On Granted Drug Court Order When Notifications Are Generated

The "Complete Expungement" feature will not be available on expungement cases for which notifications are generated and displayed in the notification parties' workbaskets.

The "Complete Expungement" feature will still be available on expungement cases for which notifications **were not** generated and displayed in the notification parties' workbaskets. These are expungement cases for which the final order was generated prior to September 11, 2020.

Figure 1 - Complete Expungement feature not available for cases for which notifications are generated



Figure 2 - Complete Expungement feature still available for cases for which notifications are not generated





# Expungement Automated System – Release Notes 08/21/2020

## **Expungement Proposed Order/Final Order**



Expungements has been changed to display additional verbiage in the PDF of the Drug Court expungement Proposed Order and the granted Final Order. For more information click **here**.



Expungements has been updated to ensure aliases for deselected cases no longer display on the PDF of the Proposed Order or Final Order. For more information click **here.** 

# Display of Additional Verbiage on the Drug Court Expungement Proposed Order PDF and Final Order (Granted) PDF

The Expungement application has been enhanced to display additional verbiage on both the Proposed Order and granted Final Order PDF for Drug Court expungements. This language provides greater clarity regarding the scope of the order.

The following paragraph displays near the end of the Proposed Order PDF and Final Order PDF, immediately before any Narrative statement that may be included. The entirety of this text is:

"IT IS FURTHER ORDERED that records expunged pursuant to N.J.S.A. 2C:35-14m(4) may be restored to public access and no future expungement shall be granted to any person convicted of any crime following discharge from special probation."

#### Figure 1 - Proposed Order PDF

CONFIDENTIAL XP-ATL-20-000180 08/18/2020 11:14:52 AM Pg 2 of 2 Trans ID: XPN20202592 (2) 03/25/2020 arrest/custody on the charge of violating N.J.S.A. 2C:35-10.5A(3) PRESC/LEGEND  ${\tt DRUGS-DISTRIBUTE-DEGREE 3 (W-2020-000036-1111, MER-20-030149-001, 20-04-030149-I)}$ Trenton City/Mercer County. and remove all records concerning the subsequent criminal and/or juvenile proceedings regarding such charge(s), including any conviction(s), adjudication(s) of delinquency or disposition(s), if applicable, and place such information in the control of a person within the office designated to retain control over expunged records IT IS FURTHER ORDERED that any of the above officers or agencies which sent fingerprints and/or any records of the above arrest/conviction/adjudication/disposition and proceedings to the Federal Bureau of Investigation or any other office or agency shall notify same of this Order and that the agencies designated to retain such records take sufficient precautions to insure that such records and information are not released. IT IS FURTHER ORDERED that any records, or the information therein, shall not be released except as provided under the provision of N.J.S.A. 2C:52-1, et seq. and that the persons designated to retain control over expunged records take sufficient precautions to ensure that such records and information are not released. IT IS FURTHER ORDERED that in response to requests for information or records, the court office or law enforcement agency shall reply that, with respect to the arrest/conviction/adjudication/disposition which is the subject of this Order, there is no record. IT IS FURTHER ORDERED that the arrest/conviction/adjudication/disposition that is the subject of this Order shall be deemed, in contemplation of law, not to have occurred, and the Petitioner may answer accordingly any questions relating to this occurrence except as provided in N.J.S.A. 2C:52-27 IT IS FURTHER ORDERED that this Order does not expunge the records contained in the Controlled Dangerous Substance Registry (C.26:2G-17 et seq.) or the registry created by the Administrative Office of the Courts pursuant to N.J.S.A. 2C:43-21. IT IS FURTHER ORDERED that records expunged pursuant to N.J.S.A. 2C:35-14m(4) may be restored to public access and no future expungement shall be granted to any person convicted of any crime following discharge from special probation Page: 2 of 2

### Figure 2 - Final Order PDF

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State v. HALSEY KHALID



XP-ATL-20-000180

IT IS FURTHER ORDERED that any records, or the information therein, shall not be released except as provided under the provision of N.J.S.A. 2C:52-1, et seq. and that the persons designated to retain control over expunged records take sufficient precautions to ensure that such records and information are not released.

IT IS FURTHER ORDERED that in response to requests for information or records, the court office or law enforcement agency shall reply that, with respect to the arrest/conviction/adjudication/disposition which is the subject of this Order, there is no record.

IT IS FURTHER ORDERED that the arrest/conviction/adjudication/disposition that is the subject of this Order shall be deemed, in contemplation of law, not to have occurred, and the Petitioner may answer accordingly any questions relating to this occurrence except as provided in N.J.S.A. 2C:52-27.

IT IS FURTHER ORDERED that this Order does not expunge the records contained in the Controlled Dangerous Substance Registry (C.26:2G-17 et seq.) or the registry created by the Administrative Office of the Courts pursuant to N.J.S.A. 2C:43-21.

IT IS FURTHER ORDERED that records expunged pursuant to N.J.S.A. 2C:35-14m(4) may be restored to public access and no future expungement shall be granted to any person convicted of any crime following discharge from special probation.

test

Date: 08/18/2020

/s/ JUDGE DENNIS J BRAITHWAITE

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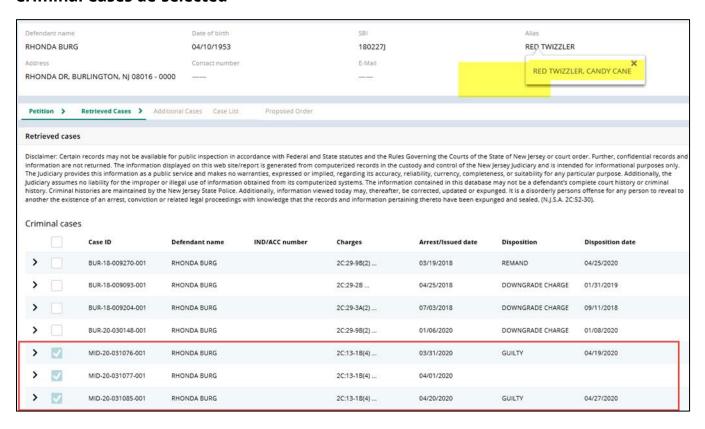
# Defendant Aliases Associated with De-selected Cases Will Not Appear on the Proposed Order and Final Order PDFs

Prior to this update, defendant aliases were displaying on the order PDFs regardless of whether the petitioner had chosen to include the cases associated with those particular aliases in the Proposed Order.

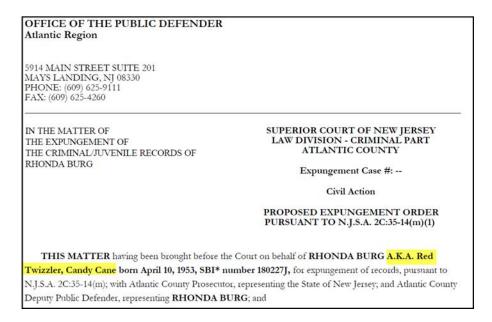
Going forward, aliases will only be listed on the order PDFs if they are identified on cases that are included in the Proposed Order and granted Final Order.

**Note:** Aliases are associated with defendants by case type or case type and venue, not just a single case.

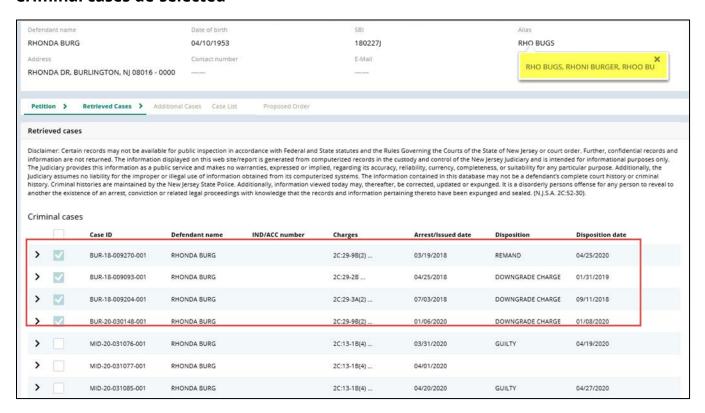
Figure 7 – Aliases associated with Middlesex Criminal cases (P/G), Burlington Criminal Cases de-selected



## Figure 8 – Only Middlesex Criminal Cases aliases displaying on Proposed Order PDF



# Figure 9 – Aliases associated with Burlington Criminal cases (P/G), Middlesex Criminal cases de-selected



# Figure 10 – Only Burlington Criminal Cases aliases displaying on Proposed Order PDF

OFFICE OF THE PUBLIC DEFENDER Atlantic Region

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IN THE MATTER OF THE EXPUNGEMENT OF THE CRIMINAL/JUVENILE RECORDS OF RHONDA BURG SUPERIOR COURT OF NEW JERSEY LAW DIVISION - CRIMINAL PART ATLANTIC COUNTY

Expungement Case #: --

Civil Action

PROPOSED EXPUNGEMENT ORDER PURSUANT TO N.J.S.A. 2C:35-14(m)(1)

THIS MATTER having been brought before the Court on behalf of RHONDA BURG A.K.A. Rho Bugs, Rhoni Burger, Rhoo Bu born April 10, 1953, SBI\* number 180227J, for expungement of records, pursuant to N.J.S.A. 2C:35-14(m); with Atlantic County Prosecutor, representing the State of New Jersey; and Atlantic County Deputy Public Defender, representing RHONDA BURG; and