

# JusticeTech<sup>®</sup> Prosecution



JusticeTech increases accountability and productivity at many levels and allows us to prosecute a high-volume caseload with 20 percent fewer staff than just a few years ago.”

— William Paul Nichols, Prosecutor, Monroe County

## What is JusticeTech Prosecution?

JusticeTech Prosecution is a comprehensive electronic case file and workflow solution for the prosecuting attorney’s (PA) office. It allows prosecutors to prosecute cases using a notebook computer, freeing them from the burdens of the paper case file. Depending on requirements, the solution can either integrate with or replace the existing Case Management System (CMS).

Essential to JusticeTech Prosecution is TrueFiling LEAP, a cloud-based portal that enables Law Enforcement to communicate directly with the PA’s office through a secure, auditable channel. LEAP facilitates the electronic warrant request submission process and manages the communication and interaction between the Law Enforcement Agency (LEA) and the PA’s office. TrueFiling LEAP also offers features such as evidence submittal and subpoena

management and can be integrated with a LEA’s Records Management System (RMS) for a seamless user experience.

The JusticeTech Prosecution solution includes:

- TrueFiling LEAP
- Document capture methods (eFiling, scanning and more)
- Workflow to efficiently review and screen prosecution requests
- Electronic discovery
- Electronic subpoenas
- Docket management
- CMS integration or replacement

## How does it work?

JusticeTech Prosecution enables law enforcement agencies to transmit prosecution requests electronically to the PA, either through the secured TrueFiling LEAP portal or via their RMS.

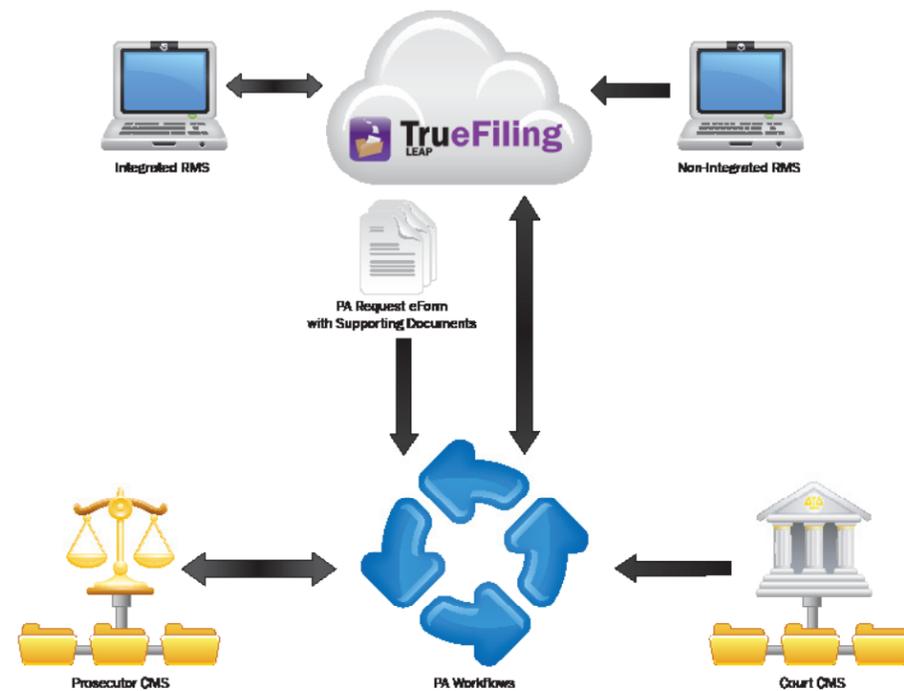


Figure 1 - TrueFiling LEAP Process

With JusticeTech Prosecution, most content is created electronically so document capture is substantially streamlined (Figure 1). For example, TrueFiling LEAP documents from law enforcement are automatically indexed to the electronic case file with no need for manual intervention (Figure 2). The same applies to internally or externally electronically created documents, such as court notices, dispositions and electronic citations. Conventional scanning is used only for capturing remaining documents that enter the agency over the counter or via U.S. mail.

The process for reviewing and screening a prosecution request is also greatly simplified. Once the appropriate Assistant Prosecuting Attorney (APA) has reviewed and made a determination about a case, the APA's decision is automatically logged into the electronic case file and electronically transmitted to law enforcement. JusticeTech's TrueSign® electronic signature tool is then used to sign the complaint or petition. Charging documents are sent electronically to the LEA. Built-in alerts help maintain staff accountability when working on time-sensitive activities. The Victim's Rights Unit and redaction

process are fully integrated into the workflow.

JusticeTech Prosecution streamlines the electronic discovery process as well (Figure 3). The process is initiated when an attorney appearance document has been received. Discoverable documents, which may include photos, audio and video, are selected and sent to the attorney of record via JusticeTech's TrueCertify™ tool using the discovery email task. TrueCertify does not use attachments, making it much more reliable and secure than conventional email approaches to discovery document delivery.

The electronic subpoena process begins once a court notice has been received (Figure 4). This process too is automated and simplified with JusticeTech Prosecution. As witnesses are selected, personal subpoenas are automatically generated and sent to the LEA via TrueFiling LEAP. A subpoena status report eForm is created to track service of subpoenas. LEAs enter the serve status in TrueFiling LEAP, which in turn updates the electronic case file.

The docket management process is used to assign and manage cases according to the court's docket calendar. Rather than having to pull physical case files, the court's



Figure 2 - TrueFiling LEAP

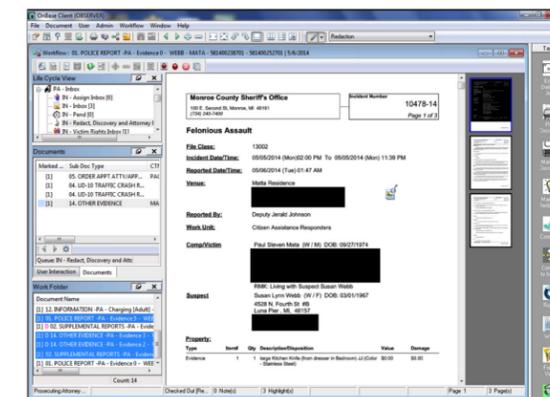


Figure 3 - Electronic Discovery

dockets can be accessed and electronically transferred via a simple key sequence. Most court events are automatically assigned to APAs based on pre-configured rules. Others may be manually assigned by the prosecutor or chief APA. APAs then use the docket management queues to prepare and prosecute cases. After a hearing, case files are routed in real time from the courtroom to support staff.

Additionally, the JusticeTech Prosecution solution provides

**Subpoena Status Report**

CTN: 581400025701 Subpoena

People vs. LISA ANN HURST

Event Date: 05/27/2014 at 1:00 PM

Event Type: DISTRICT COURT PRELIMINARY EX

Judge: JACK VITALE

Witness	P/M	Status
DEPUTY REDMOND	P	Yes
SHEILA CLEAVENGER	P	No

02. SUBPOENA - PA - Subpoenas [Adult] - SHEILA CLEAVENGER - 581400025701 - HURST, LISA | 5/20/2014

**SUBPOENA**

PEOPLE v. LISA ANN HURST

Court Case Number: 142036-FY  
Agency Incident Number: 1192-14  
Subpoena Print Date: 05/20/2014

STATE OF MICHIGAN  
COUNTY OF MONROE  
1ST DISTRICT COURT

IN THE NAME OF THE PEOPLE OF THE STATE OF MICHIGAN YOU ARE ORDERED TO APPEAR BEGINNING

Tuesday, May 27, 2014 at 1:00 pm  
Before the Hon. Jack Vitale in the  
Monroe County Courthouse  
106 E. First Street, Monroe, MI 48161  
Event: District Court Preliminary Exam  
Charge: 7500360 - LARCENY IN A BUILDING

YOU ARE UNDER SUBPOENA UNTIL YOU ARE EXCUSED BY THE COURT OR THE PROSECUTOR. FAILURE TO APPEAR AS ORDERED MAY SUBJECT YOU TO PENALTIES FOR CONTEMPT OF COURT.

WILLIAM PAUL NICHOLS  
MONROE COUNTY PROSECUTOR

Keywords:  
Subpoena Status 2014-05-20 02:53PM NOT SERVED - BERMAN, GREGORY - OUT OF STATE- NEEDS MAILER

P: Checked Out (Re... (0 Notes)

Figure 4 - Electronic Subpoena

a view of the electronic case file that incorporates powerful organizational features to mirror a paper file. In addition, the solution offers tools that allow hot-key access to the electronic case file (and other features) directly from the CMS user screens. For example, the Probation Department may require view-only rights for a portion of the PA's electronic case file. Instead of having to walk to the PA's office to copy the file or log in to a separate application, the Probation Department can simply access this vital information directly from its CMS.

## Why use it?

JusticeTech Prosecution is a proven platform with references across the nation. The solution can be installed on premise or purchased as a cloud-based subscription. Either option can be rapidly deployed with minimal IT resource involvement.

JusticeTech Prosecution is a mature solution that is rich in features. It dramatically improves office efficiency, provides greater transparency and delivers enhanced access to the electronic case file. It's the solution of choice for improving the speed of justice and providing greater service to the public.

Lastly, JusticeTech Prosecution integrates with other JusticeTech solutions and is a key component in making the entire judicial enterprise 100 percent electronic. Implementing two-way integration between the prosecutor's office, the clerk and courts is the key to achieving maximum return on investment.

*\*JusticeTech Prosecution uses the term "Prosecutor" generically. This solution is well-suited for all attorneys that prosecute criminal defendants in court, such as District Attorneys, City Attorneys, etc.*