

MEMO

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District Court Administrator

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Sixth Judicial District

September 6, 2012

TO: Court Users in the Sixth Judicial District

FROM: Carroll Edmondson, District Court Administrator

RE: Preparation for Implementation of the Electronic Data Management System (EDMS) in the courts of the Sixth Judicial District

You are cordially invited to attend a presentation on the operation of EDMS at the date and time listed below for your respective county. All presentations will be at the courthouse of the relevant county.

Brenda Case, staff with the Iowa Court Information System, will be visiting with the clerks of court and other court staff during the week of September 24 to begin preparation for the implementation of EDMS in the Sixth Judicial District. Since implementation in the Sixth Judicial District is scheduled for next fall, the IT staff starts to work with counties scheduled for implementation about a year in advance to ensure the necessary foundation has been laid before implementation. As part of the preparation for EDMS, Ms. Case will be meeting with interested court users in each county in the district to provide an overview of EDMS so users have a general notion of what to expect when EDMS is implemented. We encourage those who are frequent court users to attend the presentation or send someone from their staffs.

Please contact the clerk of court in your county about the exact location of the presentation within the courthouse.

The presentations are scheduled as follows:

Benton County	-	Monday, September 24 at 12:15 p.m.
Iowa County	-	Monday, September 24 at 3:30 p.m.
Johnson County	-	Wednesday, September 26 at 12:30 p.m.
Jones County	-	Wednesday, September 26 at 3:30 p.m.
Linn County	-	Thursday, September 27 at 12:30 p.m.
Tama County	-	Friday, September 28 at 12:30 p.m.