

Odyssey Configuration Changes for July 1, 2015

XP Case Types for Expungements

These case types have been set up at each county node. A separate email was sent to the county regarding which case number pools the new case type should pull from as well as if/which judges should be specifically appointed (in counties with more than one court). In addition, filing fees have been set to auto-assess on these cases. There are instances where these fees may not be applicable, but we believe that the 80/20 rule would mean that more cases than not will end up being charged. If you would like this assessment turned off for your county, please email the request to the Helpdesk.

Note that effective July 1st, Petitions for Expungements may not be filed at a City or Town court regardless of what type of record is contained in the expungement.

Automated Recordkeeping Fee Increase

This fee has been set to increase from \$7.00 to \$19.00. No other changes need to be made at the county level for this change.

Document Storage Fee Increase

This fee has been set to increase from \$2.00 to \$5.00. No other changes need to be made at the county level for this change.

Sheriff Service Fee Increase

This fee has been set to increase from \$13.00 to \$25.00. The "Sheriff Service Fee" fee schedules are set to be assessed once per case. Because the law now allows for a Post-Judgment Sheriff Service fee to be collected once per case, we have created the new fees and new fee schedules. You will find the "Sheriff Service Fee (Post Judgment)" fee schedule available 7/1/15.

These new fees will need to be added to all of your Group Disbursement and Balancing reports as the new fees are used.

Certified Mail Fees

For Certified Mail fees collected to cover the USPS Certified and/or Registered Mail fees, counties will use the existing “Reimbursement for Certified Mail” fees already available within Odyssey. No other changes need to be made at the county level for this change.

Fund Change on Copy Fees

We have asked SBOA for clarification on the difference between Copy Fees vs. Document Fees under IC 33-37-5-1. SBOA has indicated that some counties have a separate schedule of fees for non-court documents (i.e. payroll records). These fees will still be directed to the County General Fund.

To clarify in Odyssey, we will change the name of the existing “Copy Fees” to Copy/Document Fees. We will be moving the General Ledger account in Financial Manager so that it displays under the Clerk Record Perpetuation Fund parent.

In addition, we will be changing the Auditor GL number on your Report of Collections so that it points to the same Auditor GL as your Document Storage Fees. If your county will be creating a sub-fund in the Auditor’s accounting system, please provide that new number to the Helpdesk. This change will not be made until mid-July to give users time to complete the June disbursement and Report of Collections using the accounts that were effective for the June collections.

We have also created a separate fee schedule for “Copy Fees (Non Court Documents)” that can be configured at your county if you do maintain a separate fee schedule for Non Court copies. If you would require this fee, please provide the helpdesk with the amount per copy and the Auditor GL account number for your report of Collections.

Overpaid Judgments

The Clerk will be able to satisfy judgments on civil cases once the judgment balance reaches zero and notice requirements have been met. Odyssey currently has a process (called a Time Standard) that can be used to track the date that notice is sent. This will allow the clerk to track which judgments have exceeded the 30 day timeframe and are eligible for satisfaction. There is a cheatsheet currently on Odyssey titled “Overpaid Judgment Process for Small Claims Cases” if you would like to review the process. The cheatsheet will be updated in the coming days to reflect the expansion to other civil case types.

If your county would like to take advantage of this Time Standard process, there is configuration required at your county level that must be completed. If your county is already using this process on Small Claims cases, there is still configuration required to expand the process to additional case types. Please contact the helpdesk if you would like to begin using or expand this process for your county.

Marion County Small Claims Courts

The new law amends the Township Docket Fee charged on each new filing. The Circuit Court Judge will certify up to two low-volume courts. All township courts other than the two named will collect and keep \$34 of the Township Docket Fee. This fee has been amended in Odyssey to reduce the fee from \$37.00 to \$34.00. The fee will remain \$37.00 for any classified as a low-volume court. In addition, we have created two new fees in Odyssey. These are "Township Docket Fee Low Volume 1" and "Township Docket Fee Low Volume 2". These fees are 1.50 each and have been included into the Notice of Claim fee schedule for courts not classified as low-volume.

Any township not classified as a low-volume court will need to add these new fees and Financial Manager General Ledger accounts to all group disbursement and balancing reports. When the court does the month end disbursement, Odyssey will disburse funds to the local Township for the Township fees, the County Auditor for Document Storage Fees, and each of the low-volume courts certified by the Circuit Court.