

FOR YOUR INFORMATION

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Issue 17-29

Date: 08/30/17

NEW COURT MINUTE ORDER ACCESS

Effective, September 5, 2017, with the implementation of the Superior Court's new case management system, data will no longer be input into JADE and JAI. Minute orders will be available through the Court's LASC Justice Partner Portal.

How to access Minute Orders

Cases heard prior to 9/5/17: Minute orders for cases prior to 9/5/17 will still be available in JADE. No minute orders will be created in JADE after 9/5/17. DCFS will continue to have access to JADE to retrieve legacy minute orders only. DCFS staff will still use the same JADE portal. This has not changed. Staff who currently have access to JADE will continue to have access after September 5th.

Cases heard after 9/5/17: Minute orders will be available in the Justice Partner Portal (JPP). Designated staff in each office including Revenue Enhancement will have access to the JPP. BIS is working with the Superior court and ISD to create an Active Directory group. Access to JPP will be available on 9/5/17.

Minute orders from 2012 through September 4, 2017 will be uploaded into the new Justice Partner Portal.

JPP Features

The portal offers the following features, depending on the type of access that has been granted to the user.

- Case Access – allows the user to view case information / documents
- Case Calendar – allows the user to view calendar information for a given courthouse/ department.
- Case Search – allows the user to search for a case by name.

Please refer to the [LASC Justice Partner Portal User Guide](#) for instructions on how to use the different features of the portal. If you have questions about the LASC Portal you may email laportal@lacourt.org



If you have any questions regarding this release please e-mail your question to:

Policy@dcfs.lacounty.gov