

Date sent: July 3, 2012

This communication is being sent to all law enforcement agencies and their vendors who submit eCitations. In the past few weeks, we have become aware of a few agencies that are not in compliance with the new eCitation changes (3:4 schema). You should have received an earlier communication indicating that the deadline for the new eCitation changes has been provisionally extended to July 31, 2012.

As a follow-up to that communication we are requesting that each law enforcement agency complete the attached status report and send it back to StateStandardCitation@courts.state.mn.us by **July 18th**. Be sure to indicate in the subject line 'eCitation 3:4 Schema Status Report'. State Court Administration will review the submitted information and assess the needs of those agencies experiencing challenges in becoming compliant with the new eCitation changes. You may be contacted if additional information is needed.

When completing the eCitation schema Status Report, you may need the assistance of your eCitation vendor. Send the completed status report and any questions to StateStandardCitation@courts.state.mn.us.

Thank you,

Kris R. Wilkens, Court Operations Analyst
Court Services Division – Business Unit
State Court Administration
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Attachment



eCitation 3:4 Schema Status Report for Law Enforcement

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Submitting Agency Name:

Name of Submitting Agency Contact:

Email address of Submitting Agency Contact:

County Name:

Law Enforcement/Jurisdictions Included:

Vendor Name:

About This Status Report

We are aware that there were a few business partners that were unable to meet the July 1st deadline. As a means to learn more about what challenges law enforcement and vendors are experiencing in their compliance with the new eCitation changes (3:4 schema), State Court Administrator's Office has created this status report. The report is to be filed in by law enforcement and may require the assistance of their eCitation vendor.

Provide responses to the questions listed below by **July 18, 2012**. Your responses will be reviewed and your agency may be contacted if additional information is needed. If you have any questions, send them to StateStandardCitation@courts.state.mn.us with subject line: eCitation 3:4 Schema Status Report.

New eCitation changes (3:4 Schema) Status Report Questionnaire

1. Has your agency implemented the new eCitation changes (3:4 schema), Yes or No? If No, please respond to questions 2 – 7.

2. Describe what steps have been completed thus far in converting to the new eCitation changes?

3. Describe what development work from either your agency or vendor is still needed, if any?

4. Are there any challenges that are preventing your agency from moving forward with the new eCitation changes?

5. What is your plan for testing?

6. What date is your agency anticipating a rollout out of the new eCitation changes? Also describe the method of delivery.

7. Once your agency has the new eCitation changes, how will the squads/mobile citation devices be updated?

Send the completed questionnaire electronically to: StateStandardCitation@courts.state.mn.us by **July 18, 2012** with subject line: eCitation 3:4 Schema Status Report.

Note - The new eCitation changes (3:4 schema) which allows citations to be electronically transmitted from a Law Enforcement RMS to the Court may be reviewed by <http://www.mncourts.gov/?page=1635>. This link also includes information regarding the SimpleType Schemas and Companion Files.