

# SUPREME COURT

DIVISION OF  
STATE COURT ADMINISTRATION

LORETTA H. RUSH, CHIEF JUSTICE

LILIA G. JUDSON, EXECUTIVE DIRECTOR  
DAVID J. REMONDINI, CHIEF DEPUTY EXECUTIVE DIRECTOR



OF INDIANA

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INDIANAPOLIS, IN 46204-3568  
317.232.2542  
317.233.6586 FAX  
COURTS.IN.GOV

VIA ELECTRONIC MAIL

February 26, 2015

Jessica J. Fouts  
Clerk of Circuit Court, Boone County  
212 Courthouse Dr, Lebanon, IN 46052

Dear Clerk Fouts:

I am pleased to inform you that your renewal request to post non-confidential court information on the Internet that you submitted to us has been approved, subject to the conditions set forth in this letter. This approval is administrative in nature and is granted under the provisions of Trial Rule 77(K).

1. You are authorized to post non-confidential party, attorney, case number and CCS information on the Internet, as well as the court calendar. Should you decide to make any changes to what you propose to post, you must seek and obtain specific approval for such changes.
2. You must provide a copy of this approval letter to the judge of each court whose records are posted on the Internet.
3. Approval of this request to post information on the Internet in no way reduces the obligation of the clerk and court to make non-confidential court information available to the public through traditional means in response to in-person and telephone inquiries.
4. You, the judge, and any entity involved in providing technology services for court records are responsible for taking reasonable steps to ensure that Administrative Rule 9, as well as all other applicable state and federal laws are followed, including without limitation, those laws pertaining to confidentiality. The full text of Administrative Rule 9 can be found under Administrative Rules at <http://www.courts.in.gov/2695.htm>.
5. Your contract with your case management vendor and the Internet services provider must comply with the requirements of Administrative Rule 9(K).

6. Your contract with your vendor must explicitly make clear that all information and data remain the property of the court, and any use of the data other than as specified by this authorization, is prohibited. No court data will be sold, licensed, or otherwise made available to any other entity for any other purpose.

7. You must conduct periodic audits of the data being provided over the Internet in order to assure compliance with this approval, Administrative Rule 9 and other relevant laws.

8. You must assure that the display on the Internet will provide appropriate advice and/or disclaimer to users about the non-official status of the information displayed on the Internet.

9. If your County Board of Commissioners has adopted an electronic system fee to be charged in conjunction with public access to court records, you must have the fee approved by the Division, and the method of the fee's collection, deposit, distribution and accounting must be approved by the Indiana State Board of Accounts as required by Administrative Rule 9(E).

10. If you are ultimately allowed to post court documents on the Internet, as opposed to just the CCS, you will need to report on matters related to the posting of court records, including the number of subscribers, fees collected and any security breach issues that have arisen. This report will be required as part of the renewal process.

11. The Supreme Court and the Division of State Court Administration reserve the authority to make changes to the approval process and to the rules governing both the approval and the posting of information. Any contractual arrangement should reflect acknowledgment of this authority.

12. Prior to this approval, vendors transferring court data to their own servers as part of the posting process executed and filed with the Division of State Court Administration a Request for Bulk Data/Compiled Information and User Agreement for Bulk Distribution of Data. If any changes occur during the year, both documents must be amended.

13. All vendors receiving bulk data transfers, including transfers for the purpose of posting court records in accord with T.R. 77(K), must fill out a Distribution Receipt Form for Bulk Distribution of Data or Compiled Information and file the completed form with the Division of State Court Administration within thirty (30) days of the first distribution.

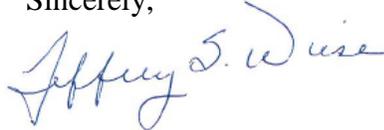
14. This approval expires **February 28, 2016**. Renewal requests should be made using the Renewal Form for Posting Court Information on the Internet that may be downloaded from the Indiana Courts website at <http://www.courts.in.gov/admin/2481.htm>, and should be mailed back to the Division of State Court Administration at least ten (10) days prior to the expiration of this approval.

Courts using the Odyssey case management system are automatically approved to post court information on the Internet in the manner described by the Supreme Court's Order dated December 5, 2007, *In Re The Matter of Public Access to Electronic Court Records Under*

*Odyssey Case Management System*, 94S00-0712-MS-567, and no further approval from the Division is required.

Please feel free to contact me at [jeffrey.wiese@courts.IN.gov](mailto:jeffrey.wiese@courts.IN.gov) or staff attorney Libby Milliken at [libby.milliken@courts.IN.gov](mailto:libby.milliken@courts.IN.gov) should you have any further questions or need further assistance.

Sincerely,

A handwritten signature in blue ink that reads "Jeffrey S. Wiese". The signature is written in a cursive style with a large initial "J" and a distinct "W".

Jeffrey S. Wiese  
Director, Trial Court Management



**Indiana Supreme Court  
Division of State Court Administration  
Request to Post Court Information on the Internet  
under Trial Rule 77(K) – Renewal Request**

**Important Notes:** This form may be used only when no changes have been made to the information previously submitted to the Division related to the electronic posting of court records.

For questions related to this form, please contact Libby Milliken (317.234.8760) or Jeffrey S. Wiese (317.234.1873). All materials should be submitted in electronic pdf format to the Division of State Court Administration via the following email address: libby.milliken@courts.in.gov.

County: Boone Date of Request: 02/04/2015

Court: County

Type of Court:

- Circuit/Superior
- City/Town Court
- Marion County Small Claims

Date of previous approval to post court records under T.R.77(K) by Division of State Court Administration: 10/30/2009

*I hereby certify that, since the above-referenced date of approval, no changes have been made to the information previously submitted to the Division related to the electronic posting of court information.*

Jessica J. Fouts  
Requestor's Name (Please Print)

- Circuit Court Clerk
- City/Town Court Judge
- Marion County Small Claims Court Judge

Jessica J Fouts  
Requestor's Signature

Digitally signed by Jessica J Fouts  
DN: cn=Jessica J Fouts, o=Clerk,  
ou=Boone County,  
email=jfouts@co.boone.in.us, c=US  
Date: 2015.02.04 15:55:00 -05'00'

02/04/2015  
Date

Requestor Address:  
212 Courthouse Dr. Lebanon, IN 46052

Phone Number: (765) 482-3510

E-Mail Address: jfouts@co.boone.in.us

**REQUIRED ATTACHMENT:** Please attach the following to this request:

- 1. Copy of the Consent of the Judges for posting the records under Trial Rule 77(K).

# Boone Superior Court I

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Matthew C. Kincaid, Judge

Keri Lawrence  
Court Reporter

Kay Cox  
Bailiff

Amy Reinhardt  
Court Reporter

February 3, 2015

Supreme Court of Indiana  
Division of State Court Administration  
Attn: Lila G. Judson, Executive Director  
30 South Meridian Street, Suite 500  
Indianapolis, IN 46204

Dear Ms. Judson

The undersigned consent to the request of the Boone County Clerk to post non-confidential court records on a public access website.

Thank you,



Matthew C. Kincaid  
Judge, Boone Superior Court I



J. Jeffrey Edens  
Judge, Boone Circuit Court



Bruce E. Petit  
Judge, Boone Superior Court II

