FILED
OCT 14 2010
CLERK OF THE
INDIANA SUPREME COURT
COURT OF APPEALS
AND TAX COURT

In the
Indiana Supreme Court

IN THE MATTER OF APPROVAL)
OF THE ANNUAL MASTER LIST) Case No. 94S00-1010-MS-540
FOR JURY POOL ASSEMBLY)

ORDER APPROVING THE 2011 MASTER LIST FOR JURY POOL ASSEMBLY

The Jury Committee and the Judicial Technology & Automation Committee ("JTAC") are required to oversee the creation of the Master List for Jury Pool Assembly ("Master List") by order of this Court (Case No. 94S00-0501-MS-19). To create the Master List, the Bureau of Motor Vehicles provided current customer files and the Department of Revenue provided current taxpayer records directly to JTAC. Project staff at JTAC (1) merged these sources and removed identifiable duplicate information through social security number or name matching; (2) corrected obvious data entry errors; and (3) removed individuals identified as deceased, underage, non-residents, and non-citizens. The list is then divided into individual county lists.

IT IS, THEREFORE, ORDERED that:

1. The 2011 Master List is approved for use by trial courts as the source from which to compile their jury pool. Counties may, as an alternative, compile their jury pool from the voter registration lists for a county, supplemented with at least one of the following sources: property tax records, telephone directories, and utility customer lists.

2. All trial courts must identify and report what sources will be used for jury pool assembly and what method is being used to comply with the Jury Orientation Program Minimum Standards using the attached report form (Appendix 1).

3. The Jury Committee and JTAC shall use this process annually and certify the Master List to the Director of the Division of State Court Administration on or about September 1st of each year. The Director shall advise the Supreme Court of the completion of the annual Master List.

4. The Jury Pool Master List project team has worked very closely with the BMV to obtain the necessary data for creation of the master list. In the past, some courts have obtained data for their jury pools directly from the BMV. This practice has been discontinued; courts are to use the Master List created by this project, not contact the BMV directly.

The Clerk of this Court is directed to forward a copy of this Order to the clerk of each circuit court in the state of Indiana; each judge of record; the Indiana Judicial Center; and the Division of State Court Administration. The Clerk is also directed to post this order to the Court's website.

The clerk of each circuit court is directed to provide copies of this Order to the attention of all jury administrators within their respective courts.

DONE at Indianapolis, Indiana, this 14th day of October, 2010.

Randall T. Shepard

Randall T. Shepard
Chief Justice of Indiana

Appendix 1 **Due November 30th**

ANNUAL TRIAL COURT
JURY POOL AND JURY ORIENTATION REPORT
For Calendar Year _____

This report is submitted pursuant to Supreme Court Order #_____ dated_____

Judge:_____ Court:_____
(Type Name)

Jury Administrator:_____ Telephone Number: _____

Prepared by:_____ Jury Administrator's email:_____

Jury Administrator's Address: (if different from Court Address) _____

_____

Jury Pool: During the calendar year of _____, this court will use the following list(s) to form the jury pool in compliance with Jury Rule 2:

- ☐ Master List created by Jury Pool Project (BMV/DOR list)
  - ☐ Optional: Supplemented with _____

OR

- ☐ Voter Registration
  plus
- ☐ Property tax records
- ☐ Telephone records
- ☐ Utility customers
- ☐ Other: _____

Jury Orientation: During calendar year of _____, this court will use the following method for presenting jury orientation to comply with the Indiana Jury Orientation Program Minimum Standards adopted by the Judicial Conference under Jury Rule 11:

- ☐ Indiana Jury Service: Duty, Privilege, Honor video/DVD
- ☐ Other:

_____

_____

I hereby certify that the foregoing information is true and correct.

_____ _____
Judge (Signature) Date

Please return your completed form by **November 30th** to the Indiana Judicial Center, Attention: Michelle Goodman, 30 South Meridian Street, Suite 900, Indianapolis, Indiana, 46204 or via fax at (317) 233-3367.