



IN THE SUPREME COURT OF IOWA

IN THE MATTER
OF TEMPORARY RULES
TO GOVERN THE USE OF
THE ELECTRONIC DOCUMENT
MANAGEMENT SYSTEM
PLYMOUTH COUNTY AND
STORY COUNTY

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SUPERVISORY ORDER

Earlier this year, after years of planning, the judicial branch began testing an electronic document management system (EDMS) in Plymouth County. This system enables the electronic filing, storage, and retrieval of court documents. The EDMS project management team recommends expanding this test to Story County. The continued testing of EDMS in Story County will allow more time for court staff and users to identify and address system and procedural issues.

This court previously approved temporary rules that govern the process for using EDMS as it is being tested. These rules are not new. They are the latest version of the proposed rules for EDMS first released to the public for comment on January 11, 2007. In response to the comments it received from the public, the Iowa Supreme Court issued certain revisions to the proposed rules in June 2008. In the order approving those revisions, the court stated that the proposed rules would “eventually be the final version of these rules subject only to modifications that may be necessary to conform the rules to any technical requirements that may arise during the system’s development” Later, in April 2010, the court modified the rules in response to recommendations of the EDMS business advisory committee based upon lessons learned during the early phase of testing in Plymouth County. Now, the business advisory committee recommends additional revisions to the rules to reflect the technical requirements of using the system and to clarify certain procedures. The court anticipates that additional revisions may be necessary in the future as testing continues.

The court hereby amends the temporary rules governing EDMS, as well

as the protected information form and small claims forms used in conjunction with EDMS. In addition, the court approves two new forms for use with EDMS: the Notice of Transcript Redaction form and Stipulation Re: Transcript Redaction form. These two forms are necessary to comply fully with redaction rules contained in division VI of the EDMS rules. Until further notice of this court, these rules shall govern the filing of all documents in cases commenced on or after the initiation of electronic filing in a particular county or in the appellate courts. In addition, these rules shall govern the filing of all documents in any cases converted to electronic format in those counties or in the appellate courts. Because these rules are temporary and subject to limited application, they shall not be published in the Iowa Court Rules.

Dated this 4th day of November, 2010.

THE SUPREME COURT OF IOWA

By Marsha Ternus
Marsha K. Ternus, Chief Justice