IN THE
CIRCUIT COURT FOR BALTIMORE CITY
Administrative Order No. 2023-09

WHEREAS, after conducting a data review of the Circuit Court for Baltimore City, it was discovered that there are duplicate case numbers existing between the Circuit Court Mainframe and eQuest applications, and

WHEREAS, the Court has determined that the number of duplicates are expected to increase as each application continues to operate independently, and

WHEREAS, the Court has determined that migrating the duplicate case numbers into Maryland Electronic Court's (MDEC) case management system will prevent smooth exchange of data with external agencies and various interfaces such as Case Search; and

WHEREAS, the Court has decided to modify the affected case numbers in MDEC, and

WHEREAS, Maryland Rules 16-104 and 16-105 grant the Administrative Judge the responsibility for the overall administration of the Court,

NOW THEREFORE, on this 18th day of October 2023, it is hereby

ORDERED that all current and future Juvenile Division cases originating from the eQuest application with case numbers starting from 1 through 9 shall have the letter "J" appended to the end of the case number in MDEC; and it is further

ORDERED that this alteration shall occur during the data conversion process by the eQuest vendor systematically adding the letter "J" during the transition of cases from eQuest to Odyssey; and it is further

ORDERED that this change shall not necessitate any modifications to the current court business processes, and there shall be no adjustments to the case number naming conventions within the eQuest application; and it is further

ORDERED that the Clerks shall not be required to manually input the letter "J" at the end of case numbers; and it is further

ORDERED that a notification to the external agencies of this change shall be required before Odyssey becomes operational in the Circuit Court for Baltimore City.

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_____/s/_____
Audrey J.S. Carrión
Administrative Judge
Circuit Court for Baltimore City

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cc:
Xavier A. Conaway, Clerk of Court, Circuit Court for Baltimore City
Lionel Moore, Court Administrator, Circuit Court for Baltimore City
Sophia Sanders, Deputy Court Administrator, Circuit Court for Baltimore City
Obiora Dallah, Deputy Clerk of Administration, Circuit Court for Baltimore City
Selena Harris, Assistant Chief Deputy, Circuit Court for Baltimore City
Byron Monts, IT Director, Circuit Court for Baltimore City
Charquis Meadows, Associate Administrator, Circuit Court for Baltimore City
Camille Hill, Criminal Clerk, Circuit Court for Baltimore City
Judy K. Rupp, State Court Administrator, Administrative Office of the Courts
Nancy Faulkner, Deputy State Court Administrator, Administrative Office of the Courts
Toba Owonubi, MDEC Project Manager
Lisa Preston, Senior Manager, Case Management Systems

TRUE COPY
TEST

Xavier A. Conaway,