



UJS Christmas Tree

Please stop by the UJS Christmas tree (right side of photo) if you come to the Capitol during the holiday season. The tree is outside the Justices' offices on second floor. The final day for the Capitol Christmas Tree Display is Sunday, December 26. Display hours are 8:00 a.m. to 10:00 p.m., daily. The theme for this year's tree display is "Yesterday, Today and Tomorrow."



Several of the decorators pose beside the UJS tree. From left to right: Janet Borchard, Angel Wedin, Kristi Kogel, Nyla Sprinkel, Nancy Allard (partly hidden), Jeff Meyer, Patricia Duggan,, Beth Urban (partly hidden), and Gloria Guericke.

Extended Hours for Help Desk Assistance

UJS Help Desk hours for both phone and email support is expanding! Beginning January 3, 2011, assistance will be available from 7:30 a.m. to 6:00 p.m. Central Time. The Help Desk contact methods will remain the same: Phone: 773-8000, Email: UJS IT HelpDesk.

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Welcome to the ninth issue of the UJS Newsletter!

Articles, information and feedback are welcome. Articles and information will be printed as space allows. Please email your information to Gloria Guericke.

Chief Justice's Memo

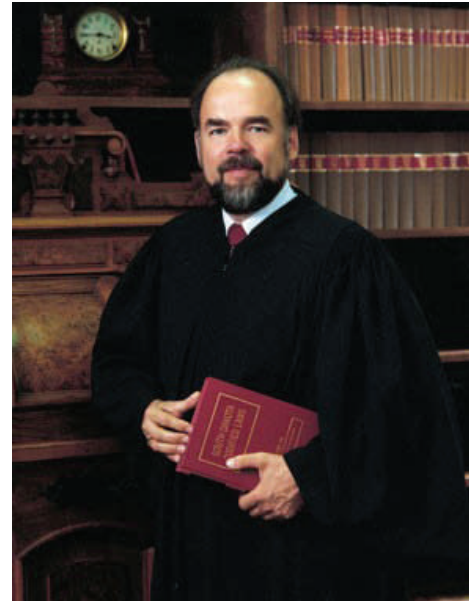
Dear Members of the Unified Judicial System:

I am sure that all of you have followed the continual news reports about the State's financial situation. I continue to hear rumors and speculation as we approach the new Year and the new Legislative Session. What we do know as of today is that projections indicate that for the budget year starting next July, we do not have sufficient income to meet current expenses. Many people are working on proposals to balance the budget as our Constitution requires such a balance. Unlike the Federal

Government, the State of South Dakota cannot engage in deficit spending to fund ongoing expenses.

At this point there is no cause for panic. Please be assured we in Pierre will do our best to see that our task of operating a great court system continues. We are always looking for ways to save money, which may result in minor changes in the way we do business. However, we also appreciate the fine job our Judges and employees do and are aware that we need you folks to continue to do so.

I wish you all a Merry Christmas and a great 2011.



Chief Justice David Gilbertson



New Staff Attorney in State Court Administrator's Office

Suzanne Starr started work as a Staff Attorney in the State Court Administrator's Office on November 29.

Suzy provided responses to the questions below so that you would have an opportunity to get to know her better.

Name: Suzanne "Suzy" Starr.

Title/Department: Staff Attorney with the State Court Administrators Office.

Tell us a little about yourself: I grew up in Belle Fourche, SD, the second oldest of 10 kids. I attended BHSU, where I received a

BS in Business Administration. I went to National American University and earned an Associates degree in Paralegal Studies and finally decided to go to law school. I graduated from



Suzanne Starr, SCAO Staff Attorney

USD in 1999, and after clerking for Justice Sabers for a year, I went back to Spearfish where I practiced for 10 years, with primary focus in family law.

My most rewarding experience thus far has been the adoption of my two boys. I traveled to Ethiopia two years ago to get them and spent eight days there, which was a life-altering event. Eskindir (Turner) is now 6 years old and in the 1st grade. Yeabsera (Rayce) is 4 years old and is anxious to rejoin preschool in January. I also sponsor a 13-year-old boy in Ethiopia as well, which helps the boys (*cont'd on page 5*)

The “Calm Voice” on the Other End of the Line

Almost everyone in the UJS has at one time or another had the opportunity to visit with Help Desk operator Craig Weber during a computer crisis. We didn't realize how appreciative staff were of him until they started asking if they could meet him during their Capitol Tours.

Craig has been doing computer support for the last ten years, three within the Unified Judicial System. He grew up in Iowa, and then, after spending fourteen years in Omaha, Nebraska, he moved to Pierre.

Before getting back into computers, Craig spent some time managing various fast

food restaurants and serving in the Navy Reserves. He is a gizmo enthusiast and a movie buff, and is famous for his popcorn chicken pizza. Craig also boasts the world's largest McDonalds memorabilia collection.

Whether it is helping the IT team resolve the over 8,000 annual work orders, or personally dealing with his 14,600 sent emails and 4,000 phone calls, he always enjoys talking to the 550 UJS employees, just not all at once.



Craig Weber, UJS Help Desk



Mike Brumbaugh Receives Satnan Canary Award

Michael Brumbaugh, 5th Circuit Chief Court Services Officer, was presented with the prestigious Satnan Canary Award at the South Dakota Corrections Association Annual Fall Meeting held in Spearfish on September 22, 2010.

Mike began his career with the UJS on July 10, 1978. He was appointed Chief



Mike Brumbaugh, Chief Court Services Officer in the 5th Judicial Circuit

Court Services Officer for the Fifth Judicial Circuit in 1995, and continues in that position today.

Mike has served on many professional committees, both locally and statewide. His involvement and contributions have been very beneficial to the operations of the court services department throughout the years. He is an outstanding leader who greatly impacts the corrections process.

State Court Administrator's Message

As I sat down to write Christmas cards to family and friends, I realized that I also have an extended family—my UJS family. Often, we become so involved in the day-to-day details at work and at home that we miss the special moments or chances to share experiences. I've greatly enjoyed the opportunities presented during the past year through trainings, conferences and meetings, to get to know you better, and am impressed with your dedication.

I'm trying to find time to make my New Year's Resolutions list (AKA: Bucket



Patricia Duggan, State Court Administrator

List 2011). Of course, I have a few motorcycle trips in mind, and camping and kayaking. It's hard to "stay in the moment" while doing such planning, but I know how important it is to take time for me so I'll have the energy and clarity to deal with work issues as they come up. I hope you, too, will take time for yourself. That's what the holidays are intended to do—keep us focused on what's really important.

I wish you a safe and happy holiday season and new year.

Fishing, Worms and Zombies

Although the headline could be mistaken for a plot for AMC's new thriller "The Walking Dead," this is actually an information-packed IT article. And yes, liberty was taken with the spelling in the title as "Phishing" is the correct 'geeky' version that doesn't involve water.

In the computer world, **Phishing** is a social engineering approach used to gather personal information from the trusting and unsuspecting. A typical scheme is an email requesting a response that includes sensitive banking or personal information. The message can include phrases such as "verify your account" or

"confirm billing information" and a website link to click. In some cases the link will have the same look and feel as a legitimate company site but, unfortunately, it isn't. Remember, email is not recognized as a secure method for transmitting personal information and a legitimate company will not ask for this type of information in this manner.

Online internet purchasing does require providing personal and credit card information. Before entering any information, check that the site has security encryption enabled between the site and your computer. Look on the screen or in the

system tray (lower right corner) for an icon similar to the below 'SSL' lock. If you're really interested, Google SSL for more fun facts.



What are **worms** in the computer world? A worm is a virus that, once installed, can spread internally on one computer or from computer to computer without any human action. With this tactic a worm impact increases exponentially. Instead of sending a copy of itself to a single system, a worm could send to everyone listed in an address book, replicate and repeat on each new (cont'd. on page 5)

New Staff Attorney in State Court Administrator's Office, cont'd. from page 2

stay somewhat connected to their country and culture.

I participated in many civic organizations while in Spearfish, but the ten years I volunteered with Teen Court were the most satisfying.

Tell us one thing people don't know about you: I would love to run an orphanage in Africa someday.

Hobbies: Hiking, running, movies, chasing kids, skiing, riding ATVs, and being with family and friends. I have two Min Pins, a Bengal cat, and my son has a hamster, which he adores (I, however, do not.) Suffice it to say, I am fairly efficient in hamster evacuations and, in retrospect, should have agreed to the guinea pig...

Favorite food: Anything my mom cooks.

Favorite book: Anyway, The Paradoxical Commandments. Kent M. Keith.

Favorite quote: "Faith is taking the first step even when you don't see the whole staircase." Martin Luther King, Jr.

Save the Date! Children's Justice Conference

September 13, 2011 in Rapid City, SD and September 15, 2011 in Sioux Falls, SD. Sponsored by: S.D. Unified Judicial System.

Who should attend: Judges, Attorneys, Child Welfare Staff, CASA, Law Enforcement, Social Workers, Mental Health Professionals, Health Care Professionals

Nationally recognized speakers. Certificate of attendance for C.E.C. available. Visit: <http://ujcs.sd.gov> for more information.

Fishing, Worms and Zombies, cont'd. from page 4

system.

Zombies are scary in the movies and with computers. Zombies refer to compromised computers that, under remote direction, perform malicious tasks. Or, spoken in layman's terms, someone infected my computer and now, from somewhere out in the great beyond, they can control it to do nasty things such as send thousands of spam messages. They accomplish their goal and avoid detection.

How can a typical home user avoid these and other

potential problems?

- Never open an e-mail attachment from someone you don't know.
- Use an [Internet firewall](#). Turned on by default in most Win7, Vista and XP systems
- Visit [Microsoft Update](#) for security patches and/or set the system to automatically update. Turned on by default in most Win7, Vista and XP systems. Updates install by default at 3:00 a.m.
- Subscribe to antivirus software and keep it

current. [Microsoft Security Essentials](#) is a free download.

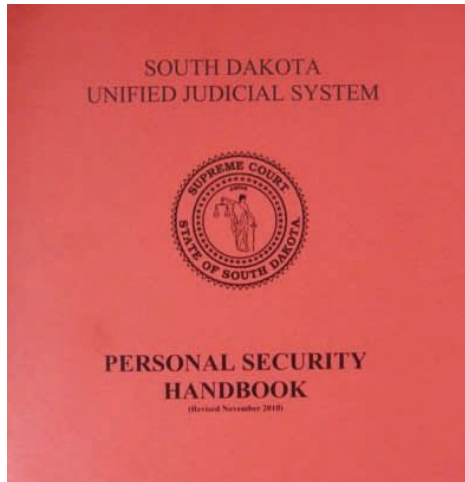
IT SNIPPET:

Open Source: Free sharing of the code used to create a software program. The initial programmer agrees the source code can be used, modified and redistributed. Any money made is typically a free-will offering. The most widely known open source application is "Linux," originally written in 1991 by Linus Torvalds.

Personnel Security Handbook Update

A committee made up of Nancy Allard, Kathy Christenson, and Beth Urban recently revised the employee *Personal Security Handbook*. In addition, the committee requested the creation of a section on the UJS Intranet devoted to personal security and safety. The Intranet site will have the personal security handbook and additional resources to include emergency response plans and numbers, online safety information, and safety tips.

Employee and Judge safety has always been a priority of



the UJS and this information is intended to provide you with resources to manage your own personal safety.



Chief Justice Gilbertson Appointed to Federal Committee

On December 7, Chief Justice David Gilbertson was appointed to serve as a member of the Judicial Conference Advisory Committee on Criminal Rules by John G. Roberts, Jr., the Chief Justice of the United States.

The first Committee meeting will be in April in Oregon.

Juror Orientation Video Available in January

The South Dakota Unified Judicial System contracted with Epic Multimedia to update the juror orientation video.

Every juror who appears will view this video in the circuits. The video will also be located on the jury management website and the main UJS website at <http://uj.s.sd.gov>.



Case Management System Update

The Odyssey Case Management System (CMS) Steering committee met on November 18 to review project and budget status reports and to discuss business issues that will be impacted by the new CMS. Minutes of the meeting have been distributed and are available on the UJS website. The committee is scheduled to meet again on February 18.

The CMS project team is closing out 2010 with an Odyssey reporting workshop. Tyler Technology instructors were onsite in Pierre the week of December 13 to introduce Odyssey's reporting capabilities to CMS and IT staff. UJS programming staff were also given technical training on SQL Server Reporting Services (SSRS) and Business Intelligence (BI) reporting capabilities.

We will move into 2011 by starting the testing of new development projects, starting development of training manuals/plans, hosting two Odyssey workshops (one for security and one for forms), continuing the work on system interfaces/integration, building Odyssey reports, and finishing customization of Odyssey for UJS.

Odyssey Case Management Home Page

Below is the new release of the Odyssey Home Page for your reference.



2011 Computer Training Schedule

Date	User Group	System(s)
January 10-12, 2011	Clerk	CJIS/JAS
January 24-26, 2011	Court Services	CATS/JAS/UJS System
February 7-9, 2011	Clerk	UJS System/TPO/JAS
March 7-9, 2011	Clerk	CJIS/JAS
March 21-23, 2011	Court Services	CATS/JAS/UJS System
April 11-13, 2011	Clerk	UJS System/TPO/JAS
May 9-11, 2011	Clerk	CJIS/JAS
May 23-25, 2011	Court Services	CATS/JAS/UJS System
June 6-10, 2011	Pilot Counties	Odyssey
June 13-17, 2011	Pilot Counties	Odyssey
June 13-15, 2011	Clerk	UJS System/TPO/JAS
June 20-24, 2011	Pilot Counties	Odyssey
June 27-July 1, 2011	Pilot Counties	Odyssey
July 18-20, 2011	Clerk	CJIS/JAS
July 25-27, 2011	Court Services	CATS/JAS/UJS System
August 1-2, 2011	Clerk	JMS
August 15-17, 2011	Clerk	UJS/System/TPO/JAS
August 29-30, 2011	Clerk	JMS
September 12-14, 2011	Clerk	CJIS/JAS
September 26-28, 2011	Court Services	CATS/JAS/UJS System
October 17-19, 2011	Clerk	UJS System/TPO/JAS
November 7-9, 2011	Clerk	CJIS/JAS
November 14-16, 2011	Court Services	CATS/JAS/UJS System
November 28-December 2, 2011 (tentative dates)	Remainder of 3 rd Circuit	Odyssey
December 5-9, 2011 (tentative dates)	Remainder of 3 rd Circuit	Odyssey
December 12-16, 2011 (tentative dates)	Remainder of 3 rd Circuit	Odyssey
December 12-14, 2011	Clerk	UJS System/TPO/JAS

2011 Computer Training Schedule, cont'd. from page 8

PLEASE NOTE: The June 13-15, 2011 and December 12-14, 2011 Clerk trainings are doubled up over Odyssey training. The plan is that Denise Wilson will do either Odyssey or Legacy and Jill McClanahan will do the other.

2011 Trainings

Clerks Institute	April 5-7	Chamberlain	Cedar Shore
Judges	April 13-15	Details to be provided at a later date.	
CMP	May 2-6	Bismarck	To be determined
CSOs	May 11-13	Pierre	Ramkota
Deputy Clerks	August 16-17 September 20-21 October 4-5	Sioux Falls Ft. Pierre Rapid City	Courthouse AmericInn Radisson
Support Training Staff	August 30-31	Ft. Pierre	AmericInn
Court Reporters	September 29-30	Sioux Falls	Courthouse
Judges	September 29-30	Details to be provided at a later date.	