

Date sent: July 15, 2013

This communication is intended for law enforcement and eCitation vendors who electronically file citations with the Court. Court Administrators, eCitation court staff, State Court Business System Coordinators and the Minnesota Court Payment Center (CPC) are also receiving a copy for informational purposes.

To: eCitation Law Enforcement agencies, eCitation Vendors, Court Administrators, eCitation Court Staff, State Court Business Systems Coordinators and Minnesota Court Payment Center (Citation Entry)

Purpose: This is to inform you of how the changes that are incorporated in the new eCitation [schema 3:5](#) will impact you when submitting both batch citations and single efiled citations. To view schema 3:5 and other Court XML information: <http://www.mncourts.gov/?page=1368>

Effective Date: January 23, 2014

What this Means for You:

1. 3rd Violation Indicator (Optionally submitted) – when submitted this will be noted in MNCIS and enhance the degree of offense for a petty misdemeanor offense to a misdemeanor. It will not impact the fine or make the offense court mandatory.
2. Non-mandatory vs. Court Mandatory – Law enforcement will no longer need to submit the case type. MNCIS has been enabled to decipher the proper case type based upon the submitted data. Example: Citation with an offense of Careless driving and the Endangering Life or Property is indicated. MNCIS will recognize this as a court mandatory citation.
3. Driver's License data field character limit – the driver's license data field will only allow up to 20 characters. This change was made to match what is allowed in MNCIS.
4. Ordinances, Rules and Administrative Rules will be assigned reference identification numbers – Submitters will be required to submit the reference ID similar to how statutes are submitted. The previous codes e.g. TRUCKREG, DNRRULE, MOVING, etc. will no longer be acceptable codes when submitting an eCitation under the 3.5 Schema. The use of the reference ID's will enable fines and fees to be assessed at the time of case initiation.

The BCA has informed the courts that they are applying for a federal grant; that would create funds available to help offset the cost of the 3.5 schema adapter. However, this money is not guaranteed as it is dependent upon grant approval. For more information about the possible availability of these funds, please contact Tom Miller, Thomas.C.Miller@state.mn.us or 651-793-2707.

Thank you,

Kris R. Wilkens, Court Operations Analyst
Business Unit – Court Services Division
State Court Administrator's Office
Minnesota Judicial Center
Suite # 105, 25 Rev. Dr. Martin Luther King, Jr. Blvd
St Paul, MN 55155
Phone: (651) 284-0574
kris.wilkens@courts.state.mn.us